

**Minutes of the Meeting of Lapley, Stretton & Wheaton Aston Parish Council held on Thursday 4th October 2018 at Lapley and Wheaton Aston Village Hall**

**In Attendance:**

Cllr T Noblett Wheaton Aston (Chairman)

 Cllr M Griffiths Lapley

Cllr Mrs B Cox Wheaton Aston

Cllr Sue Whittingham Wheaton Aston

 Cllr M Fox Lapley (Vice-chairman)

 Cllr Sharon Whittingham Wheaton Aston

 Cllr P Timson Wheaton Aston

 Cllr P Elson Wheaton Aston

**Also in Attendance:**

Mrs A Watson Parish Clerk

 Cllr B Cox South Staffordshire District Council

 1 member of the public (part of the meeting)

 A member of the press (part of the meeting)

 PCSO Lloyd and PCSO Marsh

**Apologies:**

Cllr B Wells Stretton

Cllr R Wright Staffordshire District Council

 Cllr M Sutton Staffordshire County Council

 Cllr W Millington Wheaton Aston

Cllr A Anderson Stretton

**Absent:**

**Standing orders were imposed at 7:30pm**

**Resolved** to move standing orders to bring agenda item 101 ahead of the public forum

**101.Police Report**

**PARISH COUNCIL MEETING CRIME REPORT.**

Public bodies can only disclose information if they have the power to do so. Section 115 of the Crime and Disorder Act provides a power to exchange information where disclosure is necessary to support the local Crime Reduction Strategy and Partnership in achieving the aims of the Crime and Disorder Reduction Strategy and objectives outlined within it.

The degree of disclosure that takes place must be proportionate and relevant to the level of social ill or criminality it is intended to counter or prevent.

The information is only to be processed in relation to crime and disorder purposes. Information will be handled in accordance with the Data Protection Act 1998, the Human Rights Act 1998 and any other relevant legislation governing disclosures and will ultimately be disposed of in a secure manner.

This Police Report covers the dates from 09/08/2018 – 04/10/2018.

We have seen an increase in Criminal Damage within the Parish. We’ve had reports of criminal damage at Marston Road playing fields were the new metal fencing has been damaged by unknown persons, this has resulted in the fencing being bent and put out of shape/made insecure. Police suggestions are that CCTV is to be taken out of the green and placed in Marston Road along with one of the parish councils trail cameras as a preventative and also to catch any possible offenders. The remaining trail cameras to be place on or near St Mary’s church covering the green for any future ASB that might take place.

Ivetsey Road reports of criminal damage has been caused to a BT telegraph pole by unknown persons, the wiring box at the location has being cut on a number of occasions resulting in roughly 60-70 homes losing phone lines and internet. Wiring box has been removed out of public reach and Police trail camera has been put in place.

Please can the Parish Council put out on social media to local residents that if they do see anything suspicious or a criminal act taking place then call up 101 and report it.

I’m happy to report that throughout the six weeks holidays there has only been one reported ASB incident involving youths, this was at the beginning of the holidays and the youths involved were spoken to by officers with their parents present.

Pcso Lloyd and Pcso Price have had meetings with South Staffs Housing Association and have also carried out joint visits to properties/residents who we believe could cause future issues. This is to show residents that Police and Housing are working together.

Pcso Price has held Police Surgeries at the Village hall and at St Marys Church offering out crime prevention and advice, also handing out cold caller cards to residents.

Pcso Lloyd & Pcso Price will be holding the following future drop in surgeries on…

10th October – St Marys Church, 10:30-12:00hrs

23rd October – Wheaton Aston Village hall, 14:00-16:00hrs

31st October – St Marys Church, 10:30-12:00hrs



**Standing orders suspended at 7.38pm to allow for the public forum**

**Public Forum**

A letter was presented to the Chairman requesting information. Questions poised are in relation to the PC decision to no longer fund the maintenance of the Church yard at Lapley Church. Clerk to respond that the decision was based on advice from the SSC legal department.

 **Standing orders imposed 7.50pm**

**96. To consider apologies**

Apologies and reasons of absence were accepted from Cllr B Wells, Cllr Wright, Cllr Sutton, Cllr Millington and Cllr Anderson

**97. Election of Vice-chairman**

Proposed by Cllr Noblett , seconded by Cllr Elson . **Resolved:** Cllr Fox is to act as Vice-chair for the November meeting

**98. Declaration of Interest/Dispensation**

Cllr Sue Whittingham, First Responders grant agenda item 106

**99. Signing of the minutes**

The minutes of the Parish Council meeting held on 7th September 2018 were signed as a true and correct copy.

**100. Clerks Report**

**Clerks Report**

**October 2018**

**Information**

5.8.19 Vandalism to the newly installed mobility gate at Marston Field crime ref FZ/70716/2018

There are no Section 106 funds connected to planning application 18/00392/REM for a BMX park

none were requested in the outlining planning application 16/00678/OUT

STAFFORDSHIRE COUNTY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984 (AS AMENDED)

ROAD TRAFFIC (TEMPORARY RESTRICTIONS) ACT 1991

DIVERSION OF VEHICULAR TRAFFIC

STRETTON ROAD, STRETTON

NOTICE is hereby given that the Staffordshire County Council on 16 October 2018 made an Order the effect of which

will be to prohibit any vehicle from proceeding in that length of Stretton Road in Stretton from its junction with Starkeys

Lane to a point outside Rookery Farm unless the vehicle is being used in connection with the works; <https://roadworks.org?tm=107558228>.

Officer at SSC will consider the request to install a bin between the Village Hall and Hartley Arms, he

will assess and possibly switch the dog bin for a multi use

All local schools have been contacted regarding the concerns over nitrous oxide use in Wheaton Aston

BT are due to assess the column at Lapley Green ref

Road sign are no longer available for loan from SCC for the Christmas event

Increase in the litter and youths congregating at Primrose Play area reported

SSC highways have raised a job to cut back the tree that is over hanging the footpath On Marston Road

24.9.18 Damage to the new kissing gate over night, reported- fz76210 2018

**Consultations**

<https://www.sstaffs.gov.uk/doc/179763/name/70618-Locality%20Data%20Profile%202018%20DRAFT%20COPY.pdf/> Draft Locality Profile

**Meetings/Events**

18.9.18 A Toplis HMRC

20.9.18 IdVerde Lapley Green

28.9.18 Parish Summit

26.9.18 Senwod damage to gate

19/20.9.18 A Toplis HMRC work

**Training/CPD**

GDPR-ongoing

CILCA

11.9.18 Local councillor training course

8.11.18 VAT training Course SPCA

15.11.018 Staffs fire and recue conference

**Items emailed to councillors**

4.9.18 Council round up

4.9.18 Community Council of Staffordshire Press Release

7.9.18 ssc round up

11.9.18 Road closure

12.9.18 Policy and Partnership Volunteer Awards

13.9.18 D Firkin Road signs

13.9.18 SSC Codsall Community Hub future

13.9.18 K Harris SSC Site Allocations Document update

13.9.18 SPCA bulletin

18.9.19 Planning application 18/00647/FUL

19.9.18 D Gibson WMI information leaflet

19.9.18 Collective parish group information leaflet

19.9.18 D Pattison SSC directory

20.9.18 SPCA newsbulletin

20.9.18 SSC Section 106 information

25.9.18 SSC Locality Profile draft

27.9.18 SPCA news bulletin

**Enforcement** – **18/00595/ENQ**

**Use of devolved powers**

£776 increase to fx card budget from insurance to purchase a shadow soldier

£717 reimbursement from Microshade applied to Clerks salary/pension to account for additional hours following an IT failure

Sound Junkies appointed to provide the sound for the Christmas Event

JDP Security appointed to provide generators at the Christmas Event

St Johns Ambulance booked for the Christmas Event

Salvation Army booked for the Christmas Event

**Decisions issued**

**18/00341/VAR** –Approved with conditions

**18/00474/FUL** –Approved with conditions

The recently damaged gate at Marston Field has not been repaired to date, this will be completed once the cameras are installed

J Wright has requested a nomination for Parish Champion, Cllr W Millington is to take the role on

**101. Policing reports**

Completed as the first item

Cllr (Mrs) B Cox advised that the new commander has reinstated Police engagement at PC meetings. The PC are happy with the change in reports

**102. District report**

Annual accounts have been audited and adopted

Audit completed a month earlier to comply with Government requirements. The audit report was outstanding

Pleasing that reserves have been increased which extends the number of years that the Council is solvent.

Energy storage has reduced bills and the grid is buying back surplus power.

SAD has been approved . Green belt is being protected

The Challenge panel has been tasked with finding a replacement for the connect bus service. This is at the tender stage at moment for four part time routes in four areas

**103. County report**

No report

**104. Financial matters**

* 1. **Resolved** to accept the Financial Comparison to 30th September 2018
	2. **Resolved** to accept the Financial Summary to 30th September 2018
	3. **Resolved** to approve the expenditure for September 2018
	4. **Resolved** to a note payments/decisions made under delegated powers (noted on the Clerks Report)

**105. Planning Recommendations:**

a) Planning application 18/00647/FUL - **Resolved:**no objection

b) Planning application received after papers issued - None

c) List of planning decisions received since the last meeting: Shown in the Clerks report (if any issued)

d) Enforcement cases: Shown in the Clerks report (if any issued) Noted

e) Delegated responses sent: None

**106.Grant Request: (Cllr Sue Whittingham left the room)**

**Resolved :** to allocate the following in the 2019/20 Budget**-**

* £300 Wheaton Aston Carnival Committee (proposed by Cllr P Elson seconded by Cllr Cox)
* £1000 First Responders (proposed by Cllr Cox, seconded by Cllr Whittingham)
* £1000 Brewood Voluntary Car Scheme (proposed by Cllr Sue Whittingham, , seconded by Cllr Whittingham)
* £300 The Samaritans (proposed by Cllr Noblett seconded by Cllr Elson)

All will be paid in April 2019 upon successful receipt of a grant application

**107. Shadow soldier Location**

**Resolved:** to install near the War Memorial in Wheaton Aston once permission from Highways is received. Afeb have volunteered to install free of charge.

**108.Birkenshaw Lane**

No further progress, suggestion that the PC contact the Secretary of Sate for support. **Resolved** to contact the Secretary of State for support.

**109.Gailey Freight Hub update**

Update unavailable

**Resolved** that the collective group of Parish Councils comment to the Planning Inspectorate will be sufficient

**110.Draft Locality Profile**

**Resolved:** to comment that the profile is conclusive however it would be beneficial for figures as well as percentage be included in the future.

**111. Working groups report**

* **Christmas Lights**- **Resolved** to appoint A Price (Sound Junkies) to provide the sound, this is a change from Install UK.

A ‘special’ guest has been selected to switch the lights on.

JDB Security appointed to provide the generator

 Stalls have been confirmed

 Mr Busby is kindly donating the use of the trailer

 St Johns Ambulance, the police and the Salvation Army have confirmed attendance

 More volunteers are required to marshal the event

 **Resolved** to purchase the required street signs for the road closure from Cusack (£263.18), SCC are no

 longer able to loan them. Until storage is resolved they will be stored at the Sports and Social Club

**Resolved** to purchase a storage container (10ft x 8ft) from Penatlever at a cost of £1650 plus vat and delivery. This requires planning permission, Clerk to apply(£120 approx cost) for permission to locate the container on the Hawthorne Road carpark.

Afeb requested that the fee for installing/removing the tree is donated to The Air Ambulance, **resolved** to donate £100

Clerk to request volunteers for the event

Next meeting 5pm 20th November 2018

* **HR** - to Tuesday 13th November 10am village hall
* **Maintenance**- update on Lapley Green progress was given. Several companies have not been able to tender, Clerk is still waiting to hear from several others. To date two tenders have been received. A maintenance meeting will be called when there are more details
* Forward planning and finance will be due to consider the budget 13th November 6.30pm

**112. Litter Picking**

**Resolved:** the quote received from SSC to take on the routes is too expensive, Cllr B Cox is to speak with Street Scene and query what would happen if the PC are unable to meet the costs.

Resolved not to employ an additional litter picker at this point and monitor

(list of accounts received to date enclosed) **113. Items for future**

Each councillor may use this opportunity to report on matters of information not included elsewhere on the agenda and to raise items for future agendas. **Councillors are respectfully** **reminded that this is not an** **opportunity for debate or decision making.**

* Further Shadow Soldier purchase
* Grass cutting Lapley Church

**Cllr B Cox left the meeting 9.10pm**

**114.** **Date of next meeting**: 1st November 2018 at 7.30pm at Lapley and Wheaton Aston Village Hall

**Meeting suspended 9.10 pm**

**115. CONFIDENTIAL AGENDA**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**In pursuance of the powers contained in section 1 of the above act I move that**

**The Press and public be now excluded from the meeting on the grounds that**

**the business about to be transacted is of a confidential nature and that**

**publicity will be prejudicial to the interest of the public.**

**116.HMRC**

An update was given

Council agreed not to pursue any further rebates in accordance with this issue

**117. HR issues**

**Resolved:** that employees called for Jury service will get full pay minus court pay for the duration of their service.

Clerk has prepared an Absence policy, this to be considered by SSC HR (cost for advice is £80per hour)Clerk has suggested sharing some training provided by SSC with other parishes.

Clerk to present further details at the November meeting

**Meeting closed at 9.27 pm**

**Signed………………………………………….. Chairman……………………….**

**Council Attendance**

X – Present

Ap – Apologies

A – Absent

|  |  |  |  |  |
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| **BJC** | **Sue W** | **PE** | **WM** | **TN** | **PT** | **Sharron** **W** | **AA** | **BW** | **MF** | **MG** |  |
| 3/5/18 | X |  | Ap | Ap | X | X | X | X | Ap | Ap | X | 6/10 |
| 7/6/18 | Ap |  | X | X | X | X | X | X | Ap | Ap | X | 7/10 |
| 5/7/18 | X | X | Ap | X | X | Ap | Ap | Ap | Ap | X | X | 6/11 |
| 6/9/18 | X | X | X | Ap | X | X | X | Ap | Ap | X | X | 8/11 |
| 4/10/18 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1/11/18 |  |  |  |  |  |  |  |  |  |  |  |  |
| 6/12/18 |  |  |  |  |  |  |  |  |  |  |  |  |
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**Lapley Stretton & Wheaton Aston Parish Council**

Expenditure transactions - payments approval list **Start of year 01/04/18**

 **Tn no** **Cheque** **Gross** **Heading** **Invoice** **Details** **Cheque**

 **date**

 120 fp75094730 £80.86 18/09/18 Mrs Amy Watson - Expenses £80.86

 aw

 1 £69.75 100/18/1 milage

 2 £0.00 100/6/2 Meeting expenses

 3 £11.11 100/13 Agenda Postage

 121 fp43602730 £18.26 100/9/1 18/09/18 Eastern Shires Purchasing Organisation - stationery £18.26

 espo

 122 fp19767005 £7.43 18/09/18 Mrs Karen Daker - Expenses - July £7.43

 5kd

 2 £7.43 100/18/3 Mileage

 123 fp12690163 £7.88 18/09/18 Mrs Karen Daker - Expenses - Sept £7.88

 9kd

 2 £7.88 100/18/3 Mileage

 124 fp10715425 £1,617.18 100/8 18/09/18 Came & Company - Insurance 2018-2019 £1,617.18

 9cc

 125 fp37458424 £333.60 100/11/4 18/09/18 Edge IT Systems Ltd - Annual Fee 2018-2019 £333.60

 eit

 126 fp37489101 £1.20 18/09/18 Mrs. Alexa Davies - Expenses £1.20

 7ad

 1 £0.00 100/18/4 Milage

 2 £1.20 120/1/6 black bin bags reimbursement

 127 fr14940008 £2,400.00 120/7 18/09/18 Alan Cadman - Planting & wateringof baskets, tubs £2,400.00

 3ac and planters

 128 fp13109211 £88.68 100/19/1 18/09/18 Microshade Business Consultants Ltd - monthly £88.68

 3ms charges

 129 fp36625726 £260.00 100/2 18/09/18 South Staffordshire District Council - Monthly Office £260.00

 7ss Rent - 19Aug-18Sep

 130 fp87795797 £154.76 100/4/1 18/09/18 South Staffordshire District Council - Printing of £154.76

 5ss Spring & Summer 2018 Newsletters

 131 fp89106433 £480.00 100/11/2 18/09/18 Mazars LLP - External Audit 2017-2018 £480.00

 04mz

 132 fp67609857 £1,451.40 120/1/1 18/09/18 Bloomin Gardens & Landscapes Ltd - Monthy Invoice £1,451.40

 0bg Sept

 133 fp95222713 £342.62 100/12 18/09/18 Ricoh U K Limited - May18 to Jul18 Charges £342.62

 7r

 13737 fp75460957 £417.21 18/09/18 HMRC - Sept Tax £417.21

 2hmrc

 2 £1.00 110/1/4 A Watson Student Loan

 4 £28.80 110/4/2 K Daker

 6 £24.20 110/5/2 J Smith

 7 £115.86 110/6 Employer NI

 138 fp54150908 £219.52 110/4/1 18/09/18 Mrs Karen Daker - Sept Salary

 5kd

 140 fp80724415 £526.09 18/09/18 Staffordshire County Council Superannuation Fund - £526.09

 6spf Sept Pension

 3 £75.95 110/4/3 Pension KD

 142 DD180918e £56.33 100/10 18/09/18 EE - Monthly Mobile Charges - Sept £56.33

 e

 143 DD140918 £6.95 100/10 18/09/18 Mainstream Digital Ltd. - Monthly Charges - Sept £6.95

 144 fxcard2018 £3.96 170 18/09/18 FairFx Pre Paid Card - Thank you card £3.96

 0918

 145 £776.30 19/09/18 There But Not There.Org.Uk - tommy soldier

 1 £754.38 170 tommy

 2 £21.92 170 delivery

 £12,946.52 Confidential

**Total** £10832.41

Signature

**Bank Account Reconciled Statement**

 **Fair FX prepaid card** **5116561022250691**

 Statement Number 14

 Statement Opening Balance £303.24 Opening Date 31/08/18

 Statement Closing Balance £287.87 Closing Date 30/09/18

 True/ Cashbook Closing £287.87

 Balance

 Date Cheque/ Ref. Supplier/ Customer Debit (£) Credit (£) Balance (£)

 20/09/18 fxcard20180918 FairFx Pre Paid Card 3.96 0.00 299.28

 21/09/18 fp244103007 0.00 776.00 1,075.28

 26/09/18 There But Not There.Org.Uk 21.92 0.00 1,053.36

 26/09/18 There But Not There.Org.Uk 754.38 0.00 298.98

 28/09/18 fxcard FairFx Pre Paid Card 11.11 0.00 287.87

 Uncleared and unpresented effects

**Bank Account Reconciled Statement**

 **Unity Trust - Current Account** **1111559/20357843** **30-98-00**

 Statement Number 80

 Statement Opening Balance £47,388.78 Opening Date 31/08/18

 Statement Closing Balance £91,068.21 Closing Date 30/09/18

 True/ Cashbook Closing £90,828.21

 Balance

 Date Cheque/ Ref. Supplier/ Customer Debit (£) Credit (£) Balance (£)

 03/09/18 DC20180903SCC Staffordshire County Council 0.00 120.75 47,509.53

 04/09/18 cheque 00417 300818 Microshade 0.00 717.40 48,226.93

 18/09/18 DD140918 Mainstream Digital Ltd. 6.95 0.00 48,219.98

 18/09/18 DD180918ee EE 56.33 0.00 48,163.65

 21/09/18 fp244103007 776.00 0.00 47,387.65

 25/09/18 bacs250918 South Staffordshire District 0.00 51,544.00 98,931.65

 Council

 30/09/18 BACS300918 Untity Trust 27.30 0.00 98,904.35

 30/09/18 fp107154259cc Came & Company 1,617.18 0.00 97,287.17

 30/09/18 fp126901639kd Mrs Karen Daker 7.88 0.00 97,279.29

 30/09/18 fp131092113ms Microshade Business 88.68 0.00 97,190.61

 Consultants Ltd

 30/09/18 fp197670055kd Mrs Karen Daker 7.43 0.00 97,183.18

 30/09/18 fp366257267ss South Staffordshire District 260.00 0.00 96,923.18

 Council

 30/09/18 fp37458424eit Edge IT Systems Ltd 333.60 0.00 96,589.58

 30/09/18 fp374891017ad Mrs. Alexa Davies 1.20 0.00 96,588.38

 30/09/18 fp391921230jm Mrs. Josie Morris 0.00 96,516.13

 30/09/18 fp43602730espo Eastern Shires Purchasing 18.26 0.00 96,497.87

 Organisation

 30/09/18 fp510935359mb Mr. Malcolm Bissell 0.00 96,288.16

 30/09/18 fp512523846ad Mrs. Alexa Davies 0.00 96,232.78

 30/09/18 fp541509085kd Mrs Karen Daker 0.00 96,013.26

 30/09/18 fp550821450js Mr. J. Smith 0.00 95,778.99

 30/09/18 fp676098570bg Bloomin Gardens & 1,451.40 0.00 94,327.59

 Landscapes Ltd

 30/09/18 fp75094730aw Mrs Amy Watson 80.86 0.00 94,246.73

 30/09/18 fp754609572hmrc HMRC 417.21 0.00 93,829.52

 30/09/18 fp807244156spf Staffordshire County Council 526.09 0.00 93,303.43

 Superannuation Fund

 30/09/18 fp81842219aw Mrs Amy Watson 0.00 92,045.59

 30/09/18 fp877957975ss South Staffordshire District 154.76 0.00 91,890.83

 Council

 30/09/18 fp8910643304mz Mazars LLP 480.00 0.00 91,410.83

**Financial Summary - Cashbook**

 Summary between 01/04/18 and 30/09/18 inclusive.

 Balances at the start of the year

 **Ordinary Accounts**

 Barclays savings account £57,545.73

 Fair FX prepaid card £75.65

 Unity Trust - Current Account £18,490.99

 Total £76,112.37

 RECEIPTS Net Vat Gross

 Parish Council £114,648.64 £0.00 £114,648.64

 Total Receipts £114,648.64 £0.00 £114,648.64

 PAYMENTS Net Vat Gross

 Parish Council £39,243.87 £2,855.33 £42,099.20

 Total Payments £39,243.87 £2,855.33 £42,099.20

Closing Balances

**Ordinary Accounts**

Barclays savings account £57,545.73

Fair FX prepaid card £287.87

Unity Trust - Current Account £90,828.21

Total £148,661.81

Uncleared and Unpresented effects

Unity Trust - Current Account -£240.00

Statement Closing Balances

**Ordinary Accounts**

Barclays savings account £57,545.73

Fair FX prepaid card £287.87

Unity Trust - Current Account £91,068.21

Total £148,901.81