



You are here by summoned to virtually attend a meeting of Lapley, Stretton and Wheaton Aston Parish Council, which will be held on Thursday 3rd September 2020 at 7.00pm via Zoom conferencing system. This meeting is accessible to the public at the following link:

Zoom Meeting

<https://us02web.zoom.us/j/89510371211?pwd=dGhPMklhL0R0ZDNNVDRjQS9BMGpgQT09>

Meeting ID: 895 1037 1211

Passcode: 669544

One tap mobile

Find your local number: <https://us02web.zoom.us/j/89510371211?pwd=dGhPMklhL0R0ZDNNVDRjQS9BMGpgQT09>

Email office@wheatonastonparishcouncil.gov.uk Telephone 07495789051 for assistance.

All attendees will be on mute as they enter the meeting and will be unmuted by the Clerk/assistant Clerk upon raising a hand. Please arrive in the virtual waiting room at least ten minutes before the start of the meeting in case of any connection issues.

Any members of the public who wish to speak at the meeting please contact the Clerk in advance

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Council Manager (in advance) who will instruct that they are not included in the filming.

In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that this meeting will be tape-recorded by the Parish Council. The purpose of taping is that recordings act as an aide-memoire to assist the Parish Council Clerk in the compilation of minutes.

Public Forum

Democratic thirty minute period/public discussion time: From 7.00pm residents are invited to give their views to the Parish Council on items on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself (standing order 3 f). No member of the public may speak for more than five minutes (standing order 3g)

Please ensure that all mobile phones are switched to silent during the Parish Council meeting.

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|--|---------------------|
| 41. To consider apologies | -decision |
| 42. Declaration of Interests
To receive declarations of interest and consider dispensation requests & Code of Conduct | -Information |
| 43. Signing of the minutes.
To approve and sign the minutes of the meeting of 2 nd July 2020 and the extra ordinary meeting of 21 st July 2020 | -decision |
| 44. Clerks report
To receive report from the Parish Clerk | -information |
| 45. Policing matters
To receive the report from the Police | -information |
| 46. District report
To receive the report from the District Council | -information |
| 47. County report
To receive the report from the County Council | -information |
| 48. Financial matters
To consider financial matters including: | -decision |

- a. To accept the expenditure for June and July 2020
- b. To receive the Financial Summary to 31st July 2020
- c. To note payments/decisions made under delegated powers

49. Planning recommendations **-decision**

To consider planning matters including

- a) Planning application 20/00596/FUL
20/00657/FUL
- b) To respond to the following consultations:
 - Changes to the current planning system
 - Planning for the future
 - Transparency and competition: a call for evidence on data on land control

50. Policies **-decision**

To review the following policies:

- a) Lone Worker Risk Assessment
- b) Lone Worker Policy
- c) Open Spaces Policy
- d) Safeguarding Policy
- e) Risk Assessment & Management
- f) Litter Picker Risk Assessment
- g) Grant Application Policy
- h) C-option Policy & Procedure
- i) Website Accessibility Statement
- j) Website Privacy Policy
- k) Training and development Policy
- l) Filming, Videoing, Photography and Audio Recording at Council Meetings
- m) Dignity at Work / Bullying and Harassment Policy
- n) Health and Safety Policy

51. Working group reports **-decision**

- Christmas: update on event
- Maintenance:
 - Future of Broadholes lane
 - Engagement- to consider how to engage better and the purchase of ward letter boxes for communication
 - Update on SID installation

52. Speed review support on the A5 **-information/decision**

To receive the report from Cllr Anderson and consider suggestions relating to speeding

53. Thankyou event for volunteers **-decision**

To consider a future event to thank volunteers for the support during Covid-19

54. Request for support of double yellow lines on High Street **-decision**

To consider the request from a resident to support an application to install double yellow lines on Long Street adjacent to the shop

55. Footpath **-information/decision**

To receive an update on possible rights of way obstruction of footpath.

56. WMI Freight hub update **-information**

To receive a report from Cllr Anderson

57. A5 speed issues **-information/decision**

To receive a report from Cllr Anderson and consider how to respond to the issues

58. 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.**

59. Date of next meeting: Thursday 22nd October 2020. This meeting will be held virtually on Zoom and can be accessed at the following link

<https://us02web.zoom.us/j/89681758443?pwd=UnJBOFY1V3pvS291TXJQYnVxVVBudz09>

Meeting ID: 896 8175 8443

Passcode: 148157

Amy Watson Parish Council Clerk
27th August 2020

Crime and Disorder Implications

Section 17 of the Crime and Disorder Act 1998 places a duty on local authorities to consider the crime and disorder implications when exercising its functions with due regard to the likely effect of the exercise of those functions and to do all that is reasonably can to prevent crime and disorder in its area. Where relevant any decisions made at the Parish Council meeting have taken this duty of Care into consideration.

Clerks Report

Information

- The pension regulator re-declaration has been submitted dated effective from 1st June 2020
- SSC have been successful in receiving a grant for flood recovery which will be distributed to those affected.
- Rope climber rope burnt. Reported to 101 Ref: 21200036946
- Temporary Road Closure notification https://one.network/downloads/tm/1118/rg_road-closure-ttro-second-notice_117257687_3249515_820bd37a3c.pdf
- Temporary road closure notification https://one.network/downloads/tm/1118/rg_road-closure-ttro-second-notice_118190361_3252014_95c785aae4.pdf
- A concern has been raised about the possible obstruction of a footpath in Lapley, SCC rights of Way team have been engaged to identify the correct route and lawfulness of the obstruction

Maintenance

- Pot hole at far end of Marston Field reported as urgent
- Re-install Skateboard Covid-19 guidance sign that had been pulled off the skate park.
- Top of Lapley Telephone/Defibrillator Kiosk repainted – Spare paint passed by contractor to village orderly.
- New planter built and installed at Stretton. (ref: 166)
- 11 Smart Water signs installed on road side posts on entry roads to the three villages plus one in the centre of Wheaton Aston and one on or close to A5 (ref:167)
- Damaged Fly Tip sign replaced
- Sand and woodchip replaced on Marston Field (ref 170/3)
- Covid-19 play park re-opening signage installed on Primrose Play Park Pruned trees overhanging footpath and obscuring road sign close to junction of Broadholes Lane and Ivetsey road. (ref: 176/7)
- Fenton House Lane road sign lifted from concrete, reported to SSC for repair
- Temporary repair made to Wheaton Aston Village Green low wooden fence (ref 179/180) Reported to SSDC for repair.
- Lapley Green wall has crumbled in one place, several companies have been contracted to tender for the work
- Burnt Rope climber at Marston Field– rope taped up (ref: 181/2)
- Hammock at Marston Field - Brackets on the posts tightened as were loose due to wood shrinkage.
- Two seats on Pendulum swing and one on rope swing replaced.
- Scratched arm of new metal bench touched up (ref:183/4)
- Increase in split on wooden play equipment has been reported and sent to The Play Inspection Company for advice (11/8/20)
- Sign installed on Marston Field asking dog walkers to just take one bag at a time due large number of dog bags taken from the dispenser. (ref: 192)
- Moles on Marston field reported to Contractor.
- Damaged Fentonhouse Lane road name sign at the junction with Marston Road reported to SSDC ref 185/6
- A resident has been referred to SCC with concerns on rusting drain covers on Long Street
- Assisted resident with flooding in property due to blocked rain
- Dog bas are being taken to set fire to

- 11.8.2020 Concerned raised of an increase in one if the splits of the wooden play equipment, emailed the Play Inspection co for advice- advice is to remove equipment from use and arrange an inspection- actioned
- Large branch fell at Badgers End, Afeb removed
- Afeb contacted to cut back trees for SID installation

Consultations

- Changes to the current planning system (NALC deadline for responses 17th September)
- Planning for the future - the planning white paper (NALC deadline for responses 15th October)
- Transparency and competition: a call for evidence on data on land control (NALC deadline for responses 16th October)

Meetings/Events

- 8.7.2020 Clerk and Environmental Health officer
- 15.7.20 Parish meeting with environmental health
- 11.08.20 – Induction for return to work at the Business hub – Clerk & Assistant
- 12th-16th October Virtual national conference. Clerk to attend
- Tuesday September 29th – Budgets and Precepts 7-9pm
- Monday October 12th – VAT – 7-9pm

Training/CPD

- 11/8 Signposting and resources
- 12/8 (A/Clerk) accessible document training
- 25/8(A/Clerk) accessibility statement writing
- 18/8 Communications and safeguarding
- 1/9 Committee and trustee roles
- 8/9 Assistive technology and digital skills
- 9/9 signposting and resources
- 14/9 writing policies and procedures
- 16/9 & 17/9 Communication and safeguarding
- 23/9 & 24/9 Assistive technology and digital skills
- 30/9 involving volunteers
- Morelock training on SID-

Items emailed to councillors

- 7.7.2020 SPCA news bulletin
- 7.7.2020SPCA training session
- 8.7.2020 SCC Update on Birkenshaw Lane application
- 13.7.2020 Street Scene update
- 16.7.2020 R Taylor, Broadholes Lane
- 16.7.2020 SPCA newsbulletin
- 22.7.2020 SSC Flood scheme recovery grant
- 10.08.2020 LCR survey on holding remote meetings
- 10.8.2020 SC Supportive communities list of training dates
- 10/8/2020 planning app 20/00596/FUL
- 10/8/2020 SCC temp road closure https://one.network/downloads/tm/1118/rg_road-closure-ttro-second-notice_117257687_3249515_820bd37a3c.pdf
- 13.08.2020 SPC newsbulletin 1
- 13/8/2020 Planning app 20/00624/FUL
- 13/8/2020 SSC Local plans update
- 17/8/2020 Planning application 20/00657/FUL

- [19/8/2020 Cllr Nelson , obstruction of footpath at Lapley](#)
- [20/8/2020 Cllr Sutton parking restriction info](#)
- 20/8/2020 details on cctv
- [20/08/2020 SPCA newsbulletin](#)

Use of devolved powers

- Agreed highways scheme outside Lapley Cemetery to concrete the highways to improve access. Expected costs to be shared with Cllr Sutton member fund £1500-£2000
- £300 vired to it Microshade for councillor tablet IT
- Play area signs (covid-19) ordered £216
- Survey has been sent to all Lapley residents outlining the agreed options for tree planning on Lapley Green
- The boggy path area of Marston Field copse is to grow over as it cannot be maintained
- The crowns on the kiosk at Lapley green are to be painted gold
- Afeb removed a fallen branch from Badgers END
- Cllr Sutton is assisting the Pc to find out who owns land off Ivetsey Road as some trees need cutting back for the SID installation
- Planters have been made for Stretton and Lapley and planted up
- Finger post painting and repairs to be carried out £550
- Comment on planning application 20/00596/FUL- 'no objection'
- Comment on planning application 20/00611/FUL- 'no objection'
- Comment on planning application 20/00624/FUL- 'no objection'

SSC Planning Decisions

- 19/00904/FUL- Approved Subject to Conditions
- 20/00200/FUL- Approved Subject to Conditions

Expenditure transactions - payments approval list Start of year 01/04/20

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque
44	fp2689220s pca	£431.00	150/2	22/06/20	Staffordshire Parish Councils' Association - annual subscription	£431.00
45	fp20439092 36staffs	£420.00	120/6	22/06/20	Stafford Borough Council - annual pest control contract	£420.00
48	fp911171014	£137.88	120/5	22/06/20	JRB Enterprises Ltd - dog bags	£137.88
49	fp716594837	£390.94	160/1/1	22/06/20	Npower Limited - annual charge	£390.94
50	dd170620	£73.98	100/10	22/06/20	EE - monthly costs	£73.98
51	fp93985064	£414.00	130/3	22/06/20	Kirkland Painters - painting of phone box	£414.00
52	fp30129725	£5.85	100/18/1	22/06/20	Mr. Malcolm Bissell - expenses aptil	£5.85
53	dd	£6.01	100/10	22/06/20	Mainstream Digital Ltd. - chrges	£6.01
56	fp585574393	£1,237.00	120/1/1	22/06/20	Ditton Services - monthly charge	£1,237.00
63	fp910982626	£150.00	130/3	22/06/20	Simon Wall - lalpley post pasinting	£150.00
64	fp186.3788 83	£17.10	130/2/3	22/06/20	Mr. Malcolm Bissell - may expenses	£17.10
66	fp72983566	£260.00	100/2	22/06/20	South Staffordshire District Council - rent	£260.00
67	fp667275865	£100.20	100/19/1	22/06/20	Microshade Business Consultants Ltd - monthly hosting	£100.20
69	dd170720	£6.12	100/10	14/07/20	Mainstream Digital Ltd. - monthly charges	£6.12

70	dd17/7/20	£107.70	100/10	17/07/20	EE - monthly charges	£107.70
72	fp57305553 35	£216.22	100/11/1	17/07/20	Black Rose Solutions Ltd - audit	£216.22
73	fp543423698	£260.00	100/2	17/07/20	South Staffordshire District Council - rent	£260.00
75		£139.80	100/19/1	17/07/20	Microshade Business Consultants Ltd - monthly charges	
76	fp95340813	£998.00	100/23	17/07/20	South Staffordshire District Council - yearly business rates	£998.00
86	fp46968815 52897	£43.48	130/2/3	17/07/20	Weston Sawmill & Nursery - decking for planters	£43.48
87	dd170720	£35.00	150/5	17/07/20	Information Commissioner's Office - annual charge	£35.00
88	fp974385745	£141.77	100/12	17/07/20	Ricoh U K Limited - last bill (Old copier)	£141.77
90	fp31052828	£21.60	100/18/1	17/07/20	Mrs Amy Watson - july expense	£21.60
91	f142411305	£18.24		17/07/20	Mr. Malcolm Bissell - june expenses	£18.24
	1	£6.75	100/18/1		mileage	
	2	£11.49	130/2/3		cutters for clamps (signs)	
68	fp372506819	£28.78	100/19/4	20/07/20	Mrs Amy Watson - refund for zoom paid via paypal	£28.78
46	fp87176037 hor	£3,066.90	201	22/07/20	Horizon Telecom - councillor tablets	£3,066.90
54	fp168+32421	£475.20	201	22/07/20	Microshade Business Consultants Ltd - annaul fee for security	£475.20
55	fp516210536	£180.00	140/7/1	22/07/20	Ditton Services - bark removal braodholes	£180.00
65	fp57764786	£3,555.60	100/25/1	22/07/20	Morelock - sid purchase	£3,555.60
84	fp543607428	£1,237.00	120/1/1	17/08/20	Ditton Services - monthly charge	£1,237.00

Financial Summary - Cashbook

Summary between 01/04/20 and 31/07/20 inclusive.

Balances at the start of the year

Ordinary Accounts

Barclays savings account	£60,450.58
Fair FX prepaid card	£71.66
Unity Trust - Current Account	£18,978.30
Unity trust working reserves	£16,492.68
Total	£95,993.22

RECEIPTS	Net	Vat	Gross
Parish Council	£73,265.63	£0.00	£73,265.63
Total Receipts	£73,265.63	£0.00	£73,265.63
PAYMENTS	Net	Vat	Gross
Parish Council	£35,871.11	£2,721.82	£38,592.93
Total Payments	£35,871.11	£2,721.82	£38,592.93

Closing Balances

Ordinary Accounts

Barclays savings account	£60,450.58
Fair FX prepaid card	£392.30
Unity Trust - Current Account	£53,880.36
Unity trust working reserves	£15,942.68
Total	£130,665.92