



You are here by summoned to virtually attend a meeting of Lapley, Stretton and Wheaton Aston Parish Council, which will be held on Thursday 10th December 2020 at 7.00pm via Zoom conferencing system. This meeting is accessible to the public at the following link:

<https://us02web.zoom.us/j/84102273878?pwd=c3g0MjEzdWpva29QcjNVMWFIRVlpZz09>

Meeting ID: 841 0227 3878

Passcode: 642688

PC Surgery: a representative from the Council will be available on line (link above) from 6.30pm for parishioners to raise any concerns.

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.

- | | |
|--|---------------------|
| 77.To consider apologies | -decision |
| 78.Declaration of Interests
To receive declarations of interest and consider dispensation requests & Code of Conduct | -Information |
| 79. Signing of the minutes.
To approve and sign the minutes of the meeting of 22 nd October 2020 | -decision |
| 80. Clerks report
To receive report from the Parish Clerk | -information |
| 81. District report
To receive the report from the District Council | -information |
| 82. County report
To receive the report from the County Council | -information |

83. Working group reports

To consider the recommendations:

-decision

Maintenance, forward planning and finance:

- repair the wet pour at primrose play area for £350 asap
- Not to conduct a resistograph or dismantle report (£950) done on the pendulum but to allocate £6500 to a reserve to replace the entire piece of equipment , the piece of equipment is to remain closed
- Lapley Green trees- the cherry is to be planted slightly in land as an extension of the natural barrier created by the new holly hedge , plum is to be installed near the gap in the older hedge by the bench. Prunus domestica Spp intermedia is the recommend variety of plum
- Projects to be funded from funds already held over the next year:
- develop a map board of local walks (budget £2200)
- install the defib at marston rd (budget £1900)
- replace the notice board at Wheaton Aston (budget £2500)
- install a sid post along Lapley Road (budget £1000)
- purchase one new sid pack, two solar packs and two posts for installation at Stretton. This Sid is allocated to Stretton (Budget £5500)
- complete the road improvements outside Lapley Cemetery (budget £2000)
- add £6500 to the existing reserve for play equipment for new equipment at Marston Field
- complete the village green registration for Lapley green, develop a scheme of management (budget £4000)
- purchase new office computer (Office equipment funds are pre-existing)
- investigate a hybrid approach to meetings (Office equipment funds are pre-existing)

Christmas working group: date required for meeting early January

84. Financial matters -decision

To consider financial matters including:

- a. To approve the expenditure for October/November 2020
- b. To receive the Financial Comparison to 30th November 2020
- c. To receive the Financial Summary to 30th November 2020
- d. To note payments/decisions made under delegated power
- e. To approve the budget and set the precept request
- f. To adopt the annual action plan

85. Planning recommendations

-decision

To consider planning matters including

- a) Planning application 20/00951/FUL
- b) Planning applications received after the agenda papers distributed

86. Birkenshaw Lane

-update

Brought forward from a previous meeting, to receive an update

87.A5 issues

-update

Receive an update from Cllr Anderson

88.Covid Support

-update

89. Tactical flood plan

-information

To consider of the PC are able to contribute to the SSC plan

90.Stretton Christmas Tree

To consider the installation of a tree for Christmas 2021

91. Meeting dates 2021

Subject to the ongoing pandemic all meetings all meetings will be held via Zoom on the following dates:

21st January 2021

4th March 2021

22nd April 2021

27th May 2021 Annual Parish Meeting of electors at 6pm, Annual Meeting of the Parish Council at 7pm

15th July 2021

2nd September 2021

21st October November 2021

9th December 2021 (Precept)

(Dates may be subject to change)

92. 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.**

93. Date of next meeting: Thursday 21st January 2021. This meeting will be held virtually on Zoom and can be accessed at the following link

<https://us02web.zoom.us/j/81754503133?pwd=THE5cWtZa2JkMjR0bSt0amFJOExrUT09>

Meeting ID: 817 5450 3133

Passcode: 148706

Amy Watson Parish Council Clerk

3rd December 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.

Paid Expenditure Transactions

between 01/10/20 and 31/10/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details	Heading
fxcard240720	14/10/20	137		£216.00	£36.00	£180.00	Magnus Signs	plasy area covid signs 170
fxcard	14/10/20	138		£5.49	£0.92	£4.57	Gocable Ties	cable ties for vo work 170
fx card	14/10/20	139		£6.00	£1.00	£5.00	Digital Isle Ltd	cable ties for vo 170
fx card	14/10/20	140		£7.98	£1.33	£6.65	Kenable Ltd	cable ties signs for vo 170
fx card	14/10/20	141		£26.00	£4.32	£21.68	Amazon	clips for post signs 170
fxcard	14/10/20	142		£33.23	£0.00	£33.23	Medicare Pharmacy	ppe for staff litter picking 170
bacs31102090 8692430r	31/10/20	143		£550.00	£0.00	£550.00	Robert Cox	finger post work 2020 120/3
		144/1		£638.16	£0.00	£638.16	Staffordshire County Council Superannuation Fund	a watson pension 110/1/3
		144/2			£0.00		Staffordshire County Council Superannuation Fund	k daker contribution 110/4/3
fp31102032993 058	31/10/20	144			£0.00		Staffordshire County Council Superannuation Fund	monthly contribution 110/1/3
fp21102031635 6669	31/10/20	145		£55.38	£0.00	£55.38	Eon Sustainable Energy	cctv costs 190
fp91820491831 1020rml	31/10/20	146		£100.00	£0.00	£100.00	Royal British Legion	contribution for wreaths 180/4
fp21222647631 1020ms	31/10/20	147		£139.80	£23.30	£116.50	Microshade Business Consultants Ltd	monthly charge 100/19/1
fp77971289332 11020ss	31/10/20	148		£260.00	£43.33	£216.67	South Staffordshire District Council	monthky rent 100/2
fp95262901121 1020edg	31/10/20	149		£108.00	£18.00	£90.00	Edge IT Systems Ltd	upgrade on band increase 100/11/4
		150/1		£13.08	£2.18	£10.90	Mr. Malcolm Bissell	clips fr signage amazon 120/1/5
		150/2		£4.60	£0.00	£4.60	Mr. Malcolm Bissell	timber for bench repair 130/2/1
		150/3		£13.50	£0.00	£13.50	Mr. Malcolm Bissell	mileage 100/18/1
fp789678159m b	31/10/20	150		£31.18	£2.18	£29.00	Mr. Malcolm Bissell	expenses sept 120/1/5
fp346027708sp ca	31/10/20	151		£25.00	£0.00	£25.00	Staffordshire Parish Councils' Association	precept course 100/3/1
fp316607387	31/10/20	152		£25.00	£0.00	£25.00	Staffordshire Parish Councils' Association	vat course 100/3/1
		153/1		£14.39	£0.00	£14.39	Mrs Amy Watson	zoom refund 100/6/1
		153/2		£32.97	£5.49	£27.48	Mrs Amy Watson	wayfair post protectors 130/2/3
		153/3		£19.35	£0.00	£19.35	Mrs Amy Watson	a watson mileage 100/18/
fp475799696a	31/10/20	153		£66.71	£5.49	£61.22	Mrs Amy Watson	expenses
dd171020	31/10/20	154		£50.04	£8.34	£41.70	EE	monthly chrage 100/10
dd171020	31/10/20	155		£6.00	£1.00	£5.00	Mainstream Digital Ltd.	charges 100/10

fp29097486311 contribution 020	31/10/20 110/1/2	156	£631.09	£0.00	£631.09	HMRC	monthly	
	31/10/20	157	£0.00	£0.00	Mr. Malcolm Bissell		110/2/1	
fp974219625	31/10/20	15	£0.00		Mrs Karen Daker	oct salary	110/4/1	
fp24399280	31/10/20	159		£0.00	Mrs. Josie Morris	oct salary	110/3/1	
fp21180659aw	31/10/20	160	£0.00		Mrs Amy Watson	oct salaRY	110/1/1	
fp77237302ad	31/10/20	161		£0.00	Mrs. Alexa Davies	oct salary	110/	
fp162649589	31/10/20	162	£1,237.00	£206.17	£1,030.83	Ditton Services	monthly charge	120/1/1
fp 841098807pi	31/10/20	163	£300.00	£50.00	£250.00	The Play Inspection Company Ltd	emergency reprot on pendulum	140/7/1

Total Paid Expenditure Transactions

between 01/11/20 and 30/11/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details	Heading
chq	30/11/20	164		£2,450.00	£0.00	£2,450.00	Mr. Alan Cadman	planting charges 120/7
fp97250869ds	30/11/20	165		£2,366.40	£394.40	£1,972.00	Ditton Services	top up sand and bark 140/7/3
fo955258318ds	30/11/20	166		£1,237.00	£206.17	£1,030.83	Ditton Services	monthly charge 120/1/1
fp139289731ds	30/11/20	167		£349.57	£58.26	£291.31	Ditton Services	pllanting at Lapley 120/1/2
fp 991725186ds	30/11/20	168		£540.00	£90.00	£450.00	Ditton Services	lapley green wall repair 120/1/2
fxcard	30/11/20	169		£28.99	£0.00	£28.99	Amazon	Keyboard 170
contributions	/11/20 110/1/2	170		£689.58	£0.00	£689.58		HMRC monthly
	30/11/20	171		£137.88	£22.98	£114.90	JRB Enterprises Ltd	dog gloves 120/5
		172/1			£0.00	£681.12	Staffordshire County Council Superannuation Fund	a watson 110/1/3
		172/2			£0.00	£89.59	Staffordshire County Council Superannuation Fund	k daker 110/4/2
	30/11/20	172		£770.71	£0.00	£770.71	Staffordshire County Council Superannuation Fund	Monthly contribution 110/1/3
fp39225316ad	30/11/20	173			£0.00		Mrs. Alexa Davies	salary 110/3/1
fp60187503jm	30/11/20	174			£0.00		Mrs. Josie Morris	salary 110/3/1
fp524969568kd	30/11/20	175			£0.00		Mrs Karen Daker	salary 110/4/1
fp916408147m b	30/11/20	176			£0.00		Mr. Malcolm Bissell	salary 110/2/1
fp629697593a w	30/11/20	177			£0.00		Mrs Amy Watson	salary 110/1/1
fp19678/24354 pic	30/11/20	178		£276.00	£46.00	£230.00	The Play Inspection Company Ltd	annual inspections 140/8/2
dd171120md	30/11/20	179		£137.45	£22.91	£114.54	Mainstream Digital Ltd.	monthly charges 100/10
fp362591883sf	30/11/20	180		£263.93	£43.99	£219.94	Safe Fence	barriers for xmas tree 160/1/2

Trans no	Order	Gross Vat	Net	Details	Heading			
fp493989046m	30/11/20	181	£139.80	£23.30	£116.50	Microshade Business	monthly charges	100/19/1
sConsultants Ltd								
fp251428884m	30/11/20	182	£17.55	£0.00	£17.55	Mr. Malcolm Bissell	oct expenses	100/18/1
b								
fp824666307ssc	30/11/20	183	£260.00	£43.33	£216.67	South Staffordshire District	rent	
100/2								
fp878056223sp	30/11/20	184	£50.00	£0.00	£50.00	Staffordshire Parish Councils'	councillor training	100/3/2
ca						Association		
fp113888111sl	30/11/20	185	£90.00	£15.00	£75.00	SLCC Enterprises Ltd	practitioners conference feb 2021	100/3/3
cc								
		186/1	£41.40	£0.00	£41.40	Mrs Amy Watson	nov mileage	100/18/1
		186/2	£26.37	£0.00	£26.37	Mrs Amy Watson	zoom costs and gloves for staff	100/1
fp690568558a	30/11/20	186	£67.77	£0.00	£67.77	Mrs Amy Watson	oct expenses inc zoom	100/18/1
w								
fpws	30/11/20	187	£129.30	£21.55	£107.75	Weston Sawmill & Nursery	decking for planters	120/1/5
fp57900945spca	30/11/20	188	£50.00	£0.00	£50.00	Staffordshire Parish Councils'	councillor	
training	100/3/2					Association		
fp29259137sbl	30/11/20	189	£100.00	£0.00	£100.00	Royal British Legion	donation on behalf of Afeb for xmas tree installartion	160/1/2
fxcard	30/11/20	190	£125.97	£21.00	£104.97	House Nameplate Company	3 x post boxes fort each village	170
dd171120	30/11/20	191	£50.04	£8.34	£41.70	EE	monthly charges	100/10
		192/1	£5.92	£1.00	£4.92	Amazon	face visor for xmas event	170
		192/2	£10.99	£1.83	£9.16	Amazon	laminator pouch	170
	30/11/20	192	£16.91	£2.83	£14.08	Amazon		170
Total			£12,643.63	£1,020.06	£11,623.57			

Bank Account Reconciled Statement

Unity Trust - Current Account 111559/20357843 30-98-00

Statement Number	13	Bank Statement No.	13
Statement Opening Balance	£88,303.92	Opening Date	01/11/20
Statement Closing Balance	£82,575.13	Closing Date	30/11/20
True/ Cashbook Closing Balance	£75,632.16		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
30/11/20		HMRC	4.40	0.00	88,299.52
30/11/20		JRB Enterprises Ltd	137.88	0.00	88,161.64
30/11/20		HMRC	62.80	0.00	88,098.84
30/11/20		HMRC	370.53	0.00	87,728.31
30/11/20		HMRC	0.40	0.00	87,727.91
30/11/20		HMRC	0.20	0.00	87,727.71
30/11/20		HMRC	200.25	0.00	87,527.46
30/11/20		Staffordshire County Council Superannuation Fund	681.12	0.00	86,846.34
30/11/20		Staffordshire County Council Superannuation Fund	89.59	0.00	86,756.75
30/11/20		HMRC	51.00	0.00	86,705.75
30/11/20	dd171120	EE	50.04	0.00	86,655.71
30/11/20	dd171120md	Mainstream Digital Ltd.	137.45	0.00	86,518.26
30/11/20	fp113888111slcc	SLCC Enterprises Ltd	90.00	0.00	86,428.26
30/11/20	fp19678/24354pic	The Play Inspection Company	276.00	0.00	86,152.26
30/11/20	fp251428884mb	Mr. Malcolm Bissell	17.55	0.00	86,134.71
30/11/20	fp29259137sbl	Royal British Legion	100.00	0.00	86,034.71
30/11/20	fp362591883sf	Safe Fence	263.93	0.00	85,770.78
30/11/20	fp39225316ad	Mrs. Alexa Davies		0.00	85,710.72
30/11/20	fp493989046ms	Microshade Business Consultants Ltd	139.80	0.00	85,570.92
30/11/20	fp524969568kd	Mrs Karen Daker		0.00	85,303.08
30/11/20	fp57900945spca	Staffordshire Parish Councils' Association	50.00	0.00	85,253.08
30/11/20	fp60187503jm	Mrs. Josie Morris		0.00	85,173.14
30/11/20	fp629697593aw	Mrs Amy Watson		0.00	83,533.83
30/11/20	fp690568558aw	Mrs Amy Watson	67.77	0.00	83,466.06
30/11/20	fp824666307ssc	South Staffordshire District Council	260.00	0.00	83,206.06
30/11/20	fp878056223spca	Staffordshire Parish Councils' Association	50.00	0.00	83,156.06
30/11/20	fp916408147mb	Mr. Malcolm Bissell		0.00	82,904.43
30/11/20	fpws	Weston Sawmill & Nursery	129.30	0.00	82,775.13
30/11/20	Transfer		200.00	0.00	82,575.13
Uncleared and unrepresented effects					
30/11/20	chq	Mr. Alan Cadman	2,450.00		80,125.13
30/11/20	fo955258318ds	Ditton Services	1,237.00		78,888.13
30/11/20	fp 991725186ds	Ditton Services	540.00		78,348.13
30/11/20	fp139289731ds	Ditton Services	349.57		77,998.56
30/11/20	fp97250869ds	Ditton Services	2,366.40		75,632.16

Financial Budget Comparison

Comparison between 01/04/20 and 30/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

	2020/2021	Reserve Movements	Actual Net	Balance	
INCOME					
Parish Council					
4	FX card	£410.00	£0.00	£0.00	£-410.00
10	Precept	£118,067.00	£0.00	£118,067.00	£0.00
20	Grants	£0.00	£0.00	£0.00	£0.00
32	Unity Trust Bank Interest	£0.00	£0.00	£0.00	£0.00
33	Reserve Account Interest	£0.00	£0.00	£15.98	£15.98
40	Miscellaneous	£0.00	£0.00	£54.00	£54.00
45	Crime Prevention	£0.00	£0.00	£2,182.00	£2,182.00
50	Barclay's Savings Account	£0.00	£0.00	£55.41	£55.41
90	Prizes and Awards	£0.00	£0.00	£0.00	£0.00
99	Vat Refund	£0.00	£0.00	£11,996.13	£11,996.13
Total Parish Council	£118,477.00	£0.00	£132,370.52	£13,893.52	
Total Income	£118,477.00	£0.00	£132,370.52	£13,893.52	
EXPENDITURE					
Parish Council					
100	General Administration	£24,457.00	£0.00	£12,800.15	£11,656.85
110	Salaries	£49,855.00	£0.00	£30,561.31	£19,293.69
120	Repairs & Grounds Maintenance	£28,750.00	£0.00	£14,909.12	£13,840.88
130	Villages' Improvements	£3,350.00	£0.00	£591.90	£2,758.10
140	Play Areas	£7,000.00	£0.00	£3,696.28	£3,303.72
150	Subscriptions	£762.00	£0.00	£701.00	£61.00
160	Christmas Celebrations	£10,351.00	£0.00	£692.26	£9,658.74
170	Debit Card - General Expenses	£460.00	£0.00	£413.56	£46.44
180	Donations	£4,000.00	£0.00	£3,100.00	£900.00
190	CCTV	£840.00	£0.00	£209.92	£630.08
200	Capital Expenditure	£0.00	£0.00	£0.00	£0.00
201	councillor tablet	£3,500.00	£0.00	£2,951.75	£548.25
Total Parish Council	£133,325.00	£0.00	£70,627.25	£62,697.75	
Total Expenditure	£133,325.00	£0.00	£70,627.25	£62,697.75	
Total Income	£118,477.00	£0.00	£132,370.52	£13,893.52	
Total Expenditure	£133,325.00	£0.00	£70,627.25	£62,697.75	

Financial Summary - Cashbook

Summary between 01/04/20 and 30/11/20 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	£132,370.52	£0.00	£132,370.52
Total Receipts	£132,370.52	£0.00	£132,370.52

PAYMENTS	Net	Vat	Gross
Parish Council	£70,627.25	£5,438.97	£76,066.22
Total Payments	£70,627.25	£5,438.97	£76,066.22

Closing Balances

Ordinary Accounts

Barclays savings account	£60,505.99
Fair FX prepaid card	£200.71
Unity Trust - Current Account	£75,632.16
Unity trust working reserves	£15,958.66
Total	£152,297.52

Uncleared and Unpresented effects

Unity Trust - Current Account	-£6,942.97
-------------------------------	------------

Statement Closing Balances

Ordinary Accounts

Barclays savings account	£60,505.99
Fair FX prepaid card	£200.71
Unity Trust - Current Account	£82,575.13
Unity trust working reserves	£15,958.66
Total	£159,240.49

Signed

Chair

Clerk / Responsible Financial Officer