



Lapley, Stretton
& Wheaton Aston
Parish Council

You are here by summoned to attend a meeting of Lapley, Stretton and Wheaton Aston Parish Council, which will be held on Thursday 2nd September 2021 at 7.00pm at Lapley and Wheaton Aston Village Hall.

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.

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

We kindly request that all councilors, employees and members of the public planning on attending the meeting take a lateral flow test at least thirty minutes before entering the meeting place. In the event of a positive result please do not attend and follow Government advice. Masks will be requested to be worn where possible.

All attendees are requested to follow social distancing guidance (2 meters space), sanitizing guidance and comply with the Track and Trace system.

The risk assessment for the meetings can be found on our website

www.wheatonastonparishcouncil.gov.uk and a copy will be made available at the meeting.

Please visit <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests> for obtaining a lateral flow testing kit or contact the office on office@wheatonastonparishcouncil.gov.uk for support

This meeting is subject to change due to the Covid-19 pandemic

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.

33.To consider apologies

-Decision

34.Declaration of Interests

-Information

To declare any interests

35. Approval of minutes

-Decision

To approve and sign the minutes of the meeting of the Meeting of Lapley, Stretton and Wheaton Aston Parish Council held on 1st July 2021 and the minutes of the Traffic Committee held on 20th July 2021.

36. To receive report from Parish Council Clerk (appendix 1) -Information

37. To receive report from Staffordshire County Council -information

38. To receive report from South Staffordshire Council -information

39. Financial matters -decision

To consider financial matters including:

- a) To approve the expenditure and income for June, July and August 2021
- b) To receive the Financial Summary to 31st July 2021
- c) To receive the Financial Comparison to 31st July 2021
- d) To note payments/decisions made under delegated powers

40. Planning recommendations -decision

To consider planning matters including

- a) planning applications received- 21/00435/FUL- formerly Wheaton Aston Hall
- b) Planning applications received after the agenda papers distributed

41. Queens Platinum Jubilee celebrations -decision

To consider celebrations

42. Working group reports

-decision

Forward Planning and Maintenance working group

To consider the recommendations:

Broadholes Lane

To consider the reduction of trees affecting residents' properties

Lapley

- To revisit the resolution to fund works to the highway outside Lapley Cemetery due to a significant price increase to £20,900 (budgeted £2000)
- To consider the cost of requesting Open reach conduct a survey to move the BT overhead lines away from the green

A5 grit bin

To consider funding a grit bin to be located at the Avenue Stretton

<https://www.kingfisherdirect.co.uk/12-cu-ft-lockable-grit-bin-350-litre-350-kg-capacity> £105.05

<https://www.amazon.co.uk/Lockable-Grit-Salt-Storage-Dark/dp/B00AXYNEUQ> £147.60

<https://www.tankservices.co.uk/product/equipment/salt-grit/grit-equipment/grit-bin-12-cu-ft-300-litre/>
£140.93

Bench at Primrose Play Area- consider the request to budget for 2022/23 to purchase a bench for Primrose Play area

Map board- consider additional ROW's currently being considered for the definitive map

Christmas event- to consider applying for the TEN and street closure

Email hosting

To consider the options for email hosting (appendix 2)

43. Traffic management Committee update -information

To receive an update from the committee

44. West Midland Interchange -decision

To receive an update from Cllr Anderson

45. Future use of Broadholes Lane -information/decision

To receive an update on advice received from the planning team at SSC

46. Speedwatch

-information

To receive an update from the group

47. 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.** **48. Date of next meeting:** 21st October 2021 at 7pm at Lapley and Wheaton Aston Village Hall. This meeting will incorporate a Community meeting in which we invite residents to talk about their ideas for the parish.
This is subject to change due to the ongoing Coronavirus situation

Mrs A Watson Parish Council Clerk

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

Lapley Stretton & Wheaton Aston Parish Council

Expenditure transactions - payments approval list Start of year 01/04/21

Approvals June, July, August

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque
47	fp97267063 brs	£198.00	£33.00	£165.00 28/06/21	Black Rose Solutions Ltd - Internal Audit	£198.00
48	fp847308.5 0ss	£43.20	£7.20	£36.00 28/06/21	Sedgley Signs - Suggestion Box stickers	£43.20
50	fp51456162 1ruk	£129.63	£21.61	£108.02 28/06/21	Ricoh U K Limited - Rent may-jull21/copies Feb-apr21	£129.63
51	fp88468283 ds	£1,237.00	£206.17	£1,030.83 28/06/21	Ditton Services - 3rd Installment	£1,237.00
52	fp83891940 1ssc	£260.00	£43.33	£216.67 28/06/21	South Staffordshire District Council - Rent - June	£260.00
53	fp80956744 mv	£714.00	£119.00	£595.00 28/06/21	Morfe Valley Tree Services - Tree Survey	£714.00
54	fp32668220 1sbc	£420.00	£70.00	£350.00 28/06/21	Stafford Borough Council - Pest control	£420.00
55	fp14376758 4rr	£800.00	£0.00	£800.00 28/06/21	Radii - Skate Ramp repairs	£800.00
56	fp19771154 1mis	£46.15	£7.69	£38.46 28/06/21	Magnus Industrial Supplies - Paint & Varnish	£46.15
57	dd210604m sd	£6.29	£1.05	£5.24 28/06/21	Mainstream Digital Ltd. - charges	£6.29
58	dd210621ee	£51.76	£8.63	£43.13 28/06/21	EE - monthly charges	£51.76
59	fp30443450 ms	£103.80	£17.30	£86.50 28/06/21	Microshade Business Consultants Ltd - monthly charge	£103.80
60	fp85715670 5ms	£475.20	£79.20	£396.00 28/06/21	Microshade Business Consultants Ltd - Annual fee for tablets	£475.20
69	fp21139426 7mb	£6.30	£0.00	£6.30 28/06/21	Mr. Malcolm Bissell - Expenses - Jun	£6.30
1		£6.30	£0.00	£6.30	PC Milage	
70	fp97771382 5aw	£23.39	£2.40	£20.99 28/06/21	Mrs Amy Watson - Expenses - Jun	£23.39
1		£9.00	£0.00	£9.00	PC AMY WATSON MILEAGE	
2		£14.39	£2.40	£11.99	PC ZOOM	

71	fxcard2106 28am	£189.31	£31.57	£157.74	28/06/21	Amazon - Storage Boxes, Tplink, PPE	£189.31
72	fp82645426 6ds	£1,237.00	£206.17	£1,030.83	22/07/21	Ditton Services - 4th Installment	£1,237.00
73	fp92731728 5ssc	£260.00	£43.33	£216.67	22/07/21	South Staffordshire District Council - Rent - July	£260.00
74	fp33866447 7msc	£103.80	£17.30	£86.50	22/07/21	Microshade Business Consultants Ltd - Monthly charge	£103.80
75	fp9286362e on	£54.77	£2.61	£52.16	22/07/21	Eon Sustainable Energy - CCTV power Apr-Jun 21	£54.77
76	fp87403151 3jrb	£137.88	£22.98	£114.90	22/07/21	JRB Enterprises Ltd - dog bags	£137.88
77	fp87491059 spc	£50.00	£0.00	£50.00	22/07/21	Staffordshire Parish Councils' Association - Chairmanship Course	£50.00
78	fpwallc	£1,000.00	£0.00	£1,000.00	22/07/21	Wheaton Aston & Lapley Lunch Club - Grant	£1,000.00
79	dd210718ic o	£40.00	£0.00	£40.00	22/07/21	Information Commissioner's Office - Annual fee	£40.00
80	dd210714m sd	£6.28	£1.05	£5.23	22/07/21	Mainstream Digital Ltd. - charges June	£6.28
81	dd210721ee	£54.31	£9.05	£45.26	22/07/21	EE - monthly charges	£54.31
92	fp46539189 9mb	£18.40	£1.42	£16.98	22/07/21	Mr. Malcolm Bissell - Expenses - Jul	£18.40
1		£9.90	£0.00	£9.90		PC Milage	
2		£8.50	£1.42	£7.08		PC Materials - Vatable 594 2961 01	
91	fp92055826 fp	£59.39	£2.40	£56.99	27/07/21	Mrs Amy Watson - Expenses - Jul	£59.39
2		£14.39	£2.40	£11.99		PC ZOOM	
3		£45.00	£0.00	£45.00		PC Milage	
93	fp32312431 8ds	£264.00	£44.00	£220.00	18/08/21	Ditton Services - 2 trees supplied and planted	£264.00
95	fp30563171 3ts	£1,407.60	£234.60	£1,173.00	18/08/21	Turnock Limited - Xmas Infrastructure	£1,407.60
94	fp88893477 msc	£103.80	£17.30	£86.50	20/08/21	Microshade Business Consultants Ltd - Monthly charge	£103.80
96	fp41167778 rl	£83.26	£13.88	£69.38	20/08/21	Ricoh U K Limited - Rent aug- oct21/copies may-Julr21	£83.26
97	fo31370423j ea	£300.00	£0.00	£300.00	20/08/21	John Ellis Associates Ltd - H&S Comsultancy Services	£300.00
98	fp55431526 5cpc	£330.00	£55.00	£275.00	20/08/21	The Childrens Playgorund Co - Repairs to Marston play equipment	£330.00
99	fp40309791 8pp	£220.00	£0.00	£220.00	20/08/21	Pink Print - Newsletter Printing	£220.00
100	fp20968512 1pp	£138.00	£23.00	£115.00	20/08/21	Pink Print - Newsletter Distribution	£138.00
101	dd210821ee	£50.60	£8.43	£42.17	20/08/21	EE - monthly charges	£50.60
e							
102	dd210416m sd	£6.25	£1.04	£5.21	20/08/21	Mainstream Digital Ltd. - charges July	£6.25
103	dd210816m sd2	£145.74	£24.29	£121.45	20/08/21	Mainstream Digital Ltd. - quarterly rental	£145.74
112	fp72812606 3aw	£14.39	£2.40	£11.99	20/08/21	Mrs Amy Watson - Expenses - Aug	£14.39
2		£14.39	£2.40	£11.99		PC ZOOM	
113	fp84041725 1mb	£13.95	£0.00	£13.95	20/08/21	Mr. Malcolm Bissell - Expenses - Jun	£13.95
1		£13.95	£0.00	£13.95		PC Milage	
49	fp58578640 8afe	£144.00	£24.00	£120.00	26/08/21	A F E B Limited - Clearing of tree - Primrose Area	£144.00
		£11,759.78	£0.00	£11,759.78		Confidential	
Total		£22,707.23	£1,402.40	£21,304.83			

Financial Summary - Cashbook

Summary between 01/04/21 and 31/07/21 inclusive.

Balances at the start of the year

Ordinary Accounts

Barclays savings account	£52,002.85
Fair FX prepaid card	£89.17
Unity Trust - Current Account	£36,145.22
Unity trust working reserves	£27,723.66
Total	£115,960.90

RECEIPTS	Net	Vat	Gross
Parish Council	£53,301.32	£0.00	£53,301.32
Total Receipts	£53,301.32	£0.00	£53,301.32
PAYMENTS	Net	Vat	Gross
Parish Council	£29,780.28	£1,706.41	£31,486.69
Total Payments	£29,780.28	£1,706.41	£31,486.69

Closing Balances

Ordinary Accounts

Barclays savings account	£52,005.95
Fair FX prepaid card	£286.90
Unity Trust - Current Account	£57,759.02
Unity trust working reserves	£27,723.66

Financial Budget Comparison

Comparison between 01/04/21 and 31/07/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/21

	2021/2022	Reserve Movements	Actual Net	Balance
INCOME				
Parish Council				
4	FX card	£0.00	£0.00	£0.00
10	Precept	£105,561.00	£0.00	£52,780.50
20	Grants	£0.00	£0.00	£500.00
32	Unity Trust Bank Interest	£0.00	£0.00	£0.00
33	Reserve Account Interest	£0.00	£0.00	£0.00
40	Miscellaneous	£0.00	£0.00	£5.58
45	Crime Prevention	£0.00	£0.00	£14.00
50	Barclay's Savings Account	£0.00	£0.00	£3.10
90	Prizes and Awards	£0.00	£0.00	£0.00
99	Vat Refund	£0.00	£0.00	£0.00
Total Parish Council	£105,561.00	£0.00	£53,303.18	-£52,257.82
Total Income	£105,561.00	£0.00	£53,303.18	-£52,257.82
EXPENDITURE				
Parish Council				
100	General Administration	£23,840.00	£0.00	£3,960.77
110	Salaries	£51,355.00	£0.00	£15,738.28
120	Repairs & Grounds Maintenance	£22,750.00	£0.00	£5,444.23
130	Villages' Improvements	£2,255.00	£0.00	£0.00
140	Play Areas	£6,615.00	£0.00	£800.00
150	Subscriptions	£760.00	£0.00	£734.00
160	Christmas Celebrations	£10,351.00	£0.00	£292.64
170	Debit Card - General Expenses	£410.00	£0.00	£176.87
180	Donations	£4,000.00	£0.00	£2,300.00
190	CCTV	£840.00	£0.00	£213.49
200	Capital Expenditure	£0.00	£0.00	£0.00

201	councillor tablet	£0.00	£0.00	£0.00	£0.00
Total Parish Council		£123,176.00	£0.00	£29,660.28	£93,515.72
Total Expenditure		£123,176.00	£0.00	£29,660.28	£93,515.72
Total Income		£105,561.00	£0.00	£53,303.18	£-52,257.82
Total Expenditure		£123,176.00	£0.00	£29,660.28	£93,515.72

Appendix 1: Clerks Report

Lapley, Stretton and Wheaton Aston Parish Council Clerks Report

Information

- 28.6.21 Road closure affecting parish 13.7.21 https://api-gb.one.network/downloads/tm/1118/rg_road-closure-ttro-second-notice_122174986_3336624_e05d576f70.pdf
- 04.8.21 Road closure details affecting the parish 30.8.21 https://api-gb.one.network/downloads/tm/1118/rg_road-closure-ttro-second-notice_122850203_3346988_d2dcdd0509.pdf
- 17.08.21 – Graffiti on skatepark reported via Staffs police website Ref: DP-3164-21-2121-01. Village orderly has removed the graffiti.

Correspondence actions

- 15.8.21 Concerns raised regarding the trees at Broadholes lane preventing light in residents gardens – added to the agenda for consideration
- 24.8.21 Resident raised concerns regarding repairs required along the ROW at Bickford Marsh. This has been escalated to the ROW officer who have scheduled work in
- 25.8.21 Resident concern raised regarding the removal of wrap around care provision at St Marys First School, the query has been escalated to County level
- 25.8.21 Resident raised a concern regarding a tree at Lapley, Clerk ascertaining ownership and will bring to council if it is parish owned

Maintenance

Replacement dog bags purchased

Marston field equipment has been assessed and repairs carried out on naturally occurring splits in the wood

VO is carrying out an in depth survey of the pendulum following conflicting advice on its safety

Several finger posts have been cleaned, VO will be painting and carrying out minor repairs

Aerial inspection and reistograph has been carried out on the Oak at Primrose Play area, awaiting the report

Outstanding items update

- Use of Broadholes Lane update- members met with clerk and officers from SSC who are in agreement that the area can be better used. Legal details are outstanding from SSC and have been chased, these details are required before any progress can be made. Clerk has found details of a big lottery fund that was obtained in 2012 and has emailed to enquire if changes can be made to the area or if this is breach of the terms. Severn Trent have confirmed a survey would need to be conducted to install water. Planning have confirmed a planning application would be required to change the use to allotments along with an ecological survey and AIA. Clerk has researched into this and both reports are valid for one year
- Birkenshaw Lane update- No new information. Latest communication (April 2021) advised they hoped to have the report written by the end of august, chased 23.8.21
- Stretton right of way update- Members have agreed an order should be placed to add the route to the definitive map. There is not a timeframe for this
- Defib at Marston Field- no new information, waiting to hear from the school for permission

- Lapley Green registration-no new information. All work to be complete before registering. BT have confirmed that a survey can be conducted to assess if the poles can be moved off the green. The column by the defib house is a feeder pole and the survey will advise if this can be moved. Costs are outstanding and will be brought to council for decision when received.
- Map board- item on hold until September to give time for any additional rights of way to be added to the definitive map
- SID installation at Stretton- waiting on a meeting with highways to advise of an appropriate location. The grant request from Staffordshire Crime Commissioners fund was rejected due to lack of support at DC level
- Pendulum- The pendulum at Marston Field remain closed whilst quotes are being obtained for the repairs
- Tree work- awaiting quotes to conduct the work

Consultations

South Staffordshire Boundary Reviews <https://www.lgbce.org.uk/media/media-resources/west-midlands/have-your-say-on-a-new-political-map-for-south-staffordshire> closing date 2.8.21

Meetings/Events

- 1.7.21 Full council
- 7.7.21 Clerk Wolgarston school
- 20.7.21 Traffic Management Committee meeting
- 22.7.21 Planning working group (ZOOM)
- 13.8.21 Aerial inspection and reistograph on the oak at Primrose play area
- 8.9.2021 SSC Climate change

Training/CPD/ SPCA Upcoming courses

- 14.9.21 Data Protection Workshop for Officers
- 17.9.21 Data Protection Essentials for Cllrs
- 2.6.21 & 23.6.21 Chairmanship
- 9.6.21 Events & H&S
- 14.6.21 Planning - Making Effective Representations
- 16.7.21 & 30.7.231 Be a Better Councillor
- 7.9.21 Councillor Fundamentals
- 16.9.21 23.9.21 Charitable Trusts (Clerk attending)
- 20.9.21 Understanding Code of Conduct (Cllr Nelson attending)
- 22.9.21 Budgets and Precepts (Cllr Nelson attending)
- 7.10.21 SSC Local Plans

Items emailed to councillors

- 28.6.21 SCC road closure
https://api-gb.one.network/downloads/tm/1118/rg_road-closure-ttro-second-notice_122174986_3336624_e05d576f70.pdf
- 28.6.21 SCC Rights of Way- update on a complaint about newly fitted stiles in the parish
- 1.7.21 SSC details on lighting a beacon for the queens jubilee
- 1.7.21 spca newsbulletin
- 1.7.21 SSC Younger person covid vaccine campaign
- 7.7.21 SSC Planning application 21/00730/FUL
- 7.7.21 Planning application 21/00629/FUL
- 13.7.21 SSC Climate change meeting details
- 13.7.21 SSC planning advice for Broadholes Lane
- 14.7.21 SSC name suggestion for the development at Ivetsey Road
- 4.8.21 SCC Road closure details
- 4.8.21 SSC local plans update meeting details 7.10.21
- 4.8.21 (planning) application 21/00797/TREE
- 16.8.21 SSC planning app 21/00435/FUL
- 16.8.21 SSC planning application 21/00723/TREE
- 16.8.21 SSC Local plans review consultation update

16.8.21 SPCA Newsbulletin 12.8.21
19.8.21 SCC Bus route update
24.8.21 SPCA September training update
25.8.21 resident re wrap around support

Use of devolved powers

Purchased:

- power line adaptor for printer £29.99
- face shields £7.40
- Face shields (glasses) £8.49
- Disposable gloves £8.49
- Disposable masks £6.99
- Boot cart £16.96
- Sanitizer pumps £16.99

Emergency repairs to Marston Field Play equipment - £275

Planning application 21/00660/FUL

LSWA PC has no objections to make to the proposal; however, have some points of note:

- The mix appears to be acceptable and in line with policy with affordable homes identified, however the number of dwellings is too high for the size of the plot. This number should be reduced to increase the living space
- There is a concern regarding the conservation area as the development will be visible from it and also visible from the grade 2 listed bridge and tow path.
- Increased traffic and footfall may have a detrimental effect on the bridge which is considered to be a local heritage asset
- Is it possible to incorporate the current brick building as part of the development or use materials from it in construction?
- Concerns regarding the close proximity to the Hartley Arms public house and the potential environmental effects this may have to a housing estate
- Consideration should be given to the materials used in the development and should be sympathetic to the surrounding buildings
- Plot 22 has an altered frontage (side view to road) and should be amended to be in keeping with the rest of the houses in the area
- LSWA PC would like to apply for any funding (section 106) from this development for the progression of a health and community wellbeing benefit (allotments) to be installed in the parish

Road names suggestions for the Ivetsey development:

'Water Meadow Way' leading to 'Hay Meadow Croft'. The names were reached giving consideration to the flood plain at Motte Meadows (hay meadow being an integral part) and Croft is the name of the field on the Tithe map
Planning comment application

Planning Comment 21/00723/TREE

LSWA PC does not have any objections to this application

SSC Planning Decisions

None received

Appendix 2: Email hosting costs:

HCI data: The domain wheatonastonparishcouncil.gov.uk is due to expire on 2021-09-30 (Thursday, 30th September 2021).

The cost of renewal is 85.00 GBPounds plus VAT for two years.

Microshade:

Microshade mail boxes are compliant with Government Office requirements for securing government emails

1.0 Quotation

1.1 One off costs per Mailbox

Qty	Description	Unit Cost	Total Cost
14	Migration of mailboxes to Microshade Exchange Server	12.00	168.00
Total One Off Fees			168.00

1.2 Monthly costs per Mailbox

No. of mailboxes	Description	Unit Cost	Total Cost
3	Exchange Mailboxes with SPAM and Virus Filter - Staff	6.99	20.97
11	Exchange Mailboxes with SPAM and Virus Filter – Cllrs	5.00	55.00
Total Charge			75.97

1.2 Terms and Conditions

- Quotation valid for 30 days.
- Prices are subject to VAT at the standard rate

Microshade VSM Exchange Mailboxes

Microshade VSM Exchange mailboxes	Office 365 mailboxes*
Description and features	
Microsoft's enterprise mailbox solution, hosted by Microshade VSM	Microsoft's enterprise mailbox solution, hosted by Microsoft
Share or Delegate mailboxes, calendars and contacts among users	
Synchronise mailboxes, calendars and contacts between all computers and smart devices	
Out of Office from Outlook	
Function on Microshade VSM Local Community Cloud (Citrix platform)	
Full Exchange functionality in Outlook	Synchronise emails only
Function on 3rd party devices (outside of Citrix)	
Compatible on all user devices/email tools which are supported by Microsoft	
Webmail interface available	
Support and Administration included	
Full support from by Microshade VSM included	
Admin by Microshade VSM support included (add/remove users, permissions, etc)	Often administered by the customer
Compliance included	
Kept aligned with Cabinet Office requirements for public body mailboxes by default	Must be configured and maintained
Mailboxes held in the UK	UK hosting must be specified
Protection included	
Spam and malware filter (in-bound and out-bound) included by default	
Impersonation filter (protects users against the increasingly common threat of fraudsters attempting to use the name of council officials)	
Service included	
Mailboxes backed up daily. Backup retained for 2 years	
Mailboxes automatically archived and retained in the event a councillor or user leaves	
Discounts included	
Discounted price for councillor's mailboxes available	Microsoft prices for .gov.uk domains can be higher than private sector prices
Shared mailboxes free	

* Office 365 offerings change over time and by service plan – please check