



**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 8th December 2022 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 consider the safety of others.

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)

98.To consider apologies

-Decision

99.Declaration of Interests

-Information

To declare any interests any on agenda items

100. 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 20th October 2022

101.To receive report from Parish Council Clerk appendix 1

-Information

102. To receive report from Staffordshire County Council

-information

103. To receive report from South Staffordshire Council

-information

104. Community Meeting discussions:

-decision

To consider the following suggestions from the 2022 community meeting

- Employ a part time youth worker to engage with the youth and offer sessions
- Signage to alert of the car park at hawthorn road required around Greenhill lane to ease parking at Yew Tree Drive
- Add new open community notice board

105.Financial matters

-decision

To consider financial matters including:

- a) To approve the expenditure and income for October and November 2022 appendix 2
- b) To receive the reconciled Unity Trust accounts to 30th November 2022 appendix 3
- c) To receive the Financial Summary to 30th November 2022 Appendix 4
- d) To consider allocating a grant for WA football
- e) To note payments/decisions made under delegated powers
- f) To approve the budget and set the precept request
- g) To adopt the annual action plan

- 106. Planning recommendations** -decision
 To consider planning matters including
 a) planning applications received 22/00832/FUL
 Planning application 22/01013/LBC
 b) Planning applications received after the agenda papers distributed
- 107. South Staffordshire Council Local plan** -decision
 To consider returning the consultation response for the Publication plan to the local plan
- 108. Stafford Borough Local plan** -decision
 To consider a response to the consultation
<https://www.staffordbc.gov.uk/sites/default/files/cme/DocMan1/Planning%20Policy/New%20Stafford%20Borough%20Local%20Plan%202020-2040/Preferred%20Options/New-Local-Plan-Preferred-Options.pdf>
- 109. CPRE membership** -decision
 To consider membership at a cost of £36 per annum
- 110. Coronation event** -decision
 To consider holding an event to mark the coronation
- 111. Christmas event 2023** -decision
 To confirm date and stage proposal (£2050)
- 112. Meeting dates** -decision
To accept the below meeting dates:
 26th January 2023
 9th March 2023
 20th April 2023
 18th May 2023 Annual Parish Meeting of electors at 6.30pm followed Annual Meeting of the Parish Council at 7pm
 13th July 2023
 7th September 2023
 19th October Full Council plus Community Meeting at 6.00pm
 7th December 2023 (Precept)
- 113. Post removal at Marston** -decision
 To consider the quote to remove the rotten posts at Marston field entry
- 114. Broadholes Lane Project** -decision
 To consider:
 • Lease renewal
 • Cost of tree removal £2588
- 115. Storage**
 Consider the proposal to locate a storage container at the Sports and Social Club
Costs:
 Contractor A 10ft refurbished container (green) £2100
 Contractor B 10ft used container (green) £2250
 Contractor C 10 ft used container (green) £296.47
 Contractor D 10ft used container (green) £2550
- 116. To receive reports from Parish Council Representatives:** -Information
 a) Lapley & Wheaton Aston Village Hall Management Committee
 b) Lapley & Wheaton Aston Recreation Ground Committee
 c) Lapley & Wheaton Aston Old People's Welfare Committee
 d) Wheaton Aston Community First Responders
 e) Parish Charities Trustee
- 117. 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.**
- 118. Date of next meeting:** 26th January 2023 at 7pm at Lapley and Wheaton Aston Village Hall.
This is subject to change due to the ongoing Coronavirus situation

Mrs A Watson Parish Council Clerk 1.12.22

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

Appendix 1

Lapley, Stretton and Wheaton Aston Parish Council

Clerks Report

Information

- 18.10.22 Resident raised concerned about drug use in WA. Police informed and requested resident contacts the police direct should any further instances take place
- 18.10.22 suggestion for the community meeting to employ a part time youth worker to lead activities in the parish
- 01.11.22 Mole activity reported at Primrose Play Park(nov 22 clear of moles)
- 1.11.22 Cap removed at equipment at Primrose play area VO to make safe and to be highlighted in annual inspection
- 1.11.22 Concern raised re zip wire, annual inspection is due November
- 2.11.22 Broken BT manhole cover on WA green reported wm1yv68. Request from parishioner to move it passed to SSC as land owners
- 17.11.22 Unstable posts on walk at Marston Field, Afeb to quote to remove
- 23.11.22 Broken swing seat at Primrose play area, a new one has been ordered
- 25.11.22 Hammock at Marston Field play area reported as damaged, quote for a replacement has been sought.
- 25.11.22 For Info: Andy from Express and Star called re Bird Flu in Wheaton Aston. He is going to contact the cabinet member. Advised councillors of his call.
- 29.11.22 Clerk copied into correspondence with SCC re trees on Dirty Lane that are preventing light to solar panels. Clerk has confirmed with SSC that they do not own these

Consultations

Stafford borough local plan <https://www.staffordbc.gov.uk/local-plan/closing-date-12-12-22>

SSc local plan publication consultation [Local Plan Review Publication Plan South Staffordshire Council \(sstaffs.gov.uk\)](http://Local Plan Review Publication Plan South Staffordshire Council (sstaffs.gov.uk))

Outstanding items update

- Allotments- clerk meet with legal officer SSC, the land is unable to be gifted however SSC have confirmed that they will be extending the lease (number of years tbc) existing lease has 28 years and it is proposed to extend the lease to 100 year and do not wish to be involved with the running of the area including any charges. The project is a good example of joint working to provide a community benefit. Clerk has advised that an email has been received advising there are not any sec 106 constraints applied to the land, legal to confirm this.
Street scene team have confirmed following a site visit that they are able to assist with clearing the area to allow the pc to go to tender again for the remainder of the project. This will be completed at cost price and between their existing work, cost to be provided for the December meeting.
Clerk is outstanding a statement from ssc about chasing the use from a play area and once received can progress the planning application
- Birkenshaw Lane update- No update
- Stretton right of way update- No update
- Defib at Marston Field- solar box should be installed by the end of the year. The location was determined earlier in the year with the support of the First Responders
- Lapley Green registration-. Awaiting update from Tedstone Solicitors
- Pothole repair- complete
- Camp Bestival- awaiting date for debrief
- Gated alley Broadholes/Pinfold-. No update on the proposal to reopen the alley from SSC
- Mainstream digital- Bt failed to advised of the account change and charges (£162.84) have been made, clerk has sent these to BT for refunding and will update when available
- Tree planting- St Marys School will replanting the trees as part of the green canopy project at a different time to the pc planting due to issues around obtaining permission
- Due to adverse weather on 22.11the Forest of Mercia couldn't plant the new trees or prepare the land for the wildflower and hay meadow areas. They anticipate this to be completed early 2023. Trees donated by a resident have been received for the project

Meetings/Events

12.10.22 Bat review Broadholes Lane

- 14.10.22 SSC mental health awareness course (clerk)
- 12.10.22 PLG/CLG meeting with WMI
- 3.11.22 Climate change event with Bradford Estates (clerk and chair)
- 9.11.22 Legal team and clerk- Broadholes lane
- 10.11.22 Broadholes lane scc officers
- 15.11.22 Clerk and Head St Marys
- 16.11.22 Xmas event pre-meet 6pm
- 19.11.22 Xmas event
- 29.11.22 Budget meeting
- 5.12.22 SSC climate change award event
- 8.12.22 Full council
- 15.12.22 office closed for xmas
- 3.1.23 office reopens

Training/CPD/ SPCA Upcoming courses

October			
6	Thu	10am BST	VAT for VAT registered councils
11	Tue	10am BST	Finance for Councillors
12	Wed	10am BST	Internal Controls
13	Thu	10am BST	Budgeting for clerks and finance staff
18	Tue	10am BST	Budgeting for clerks and finance staff
19	Wed	6:30pm BST	Finance for Councillors (Evening)
November			
1	Tue	10am GMT	Budgeting for clerks and finance staff
3	Thu	10am GMT	VAT for unregistered councils (VAT126)
8	Tue	10am GMT	Procurement
15	Tue	10am GMT	Budgeting for clerks and finance staff
17	Thu	10am GMT	Finance for Councillors
22	Tue	10am GMT	VAT - Partial exemption
23	Wed	10am GMT	Internal Controls
24	Thu	10am GMT	Budgeting for clerks and finance staff
29	Tue	10am GMT	VAT for unregistered councils (VAT126)
30	Wed	6:30pm GMT	Finance for Councillors (Evening)

- 9.11.22 Councillor fundamentals course
- 29.11.22 edge training- assistant clerk
- 1.12.22 New clerks finance – Assistant Clerk
- 22.11.22 Forest of Mercia planting

Councillor Personal Safety Webinars- 17.10.22 5.30pm and 7.12.22 1.30pm

Items emailed to councillors

- 17.10.22 Bat report BioME
- 17.10.22 Lower Penn Pc re local plan housing allowance #
- 18.10.22 Resident email re drug use
- 18.10.22 resident email re ideas for the future
- 18.10.22 SSC Planning response to Dudley MBC creating own local plan
- 19.10.22 Support Staffordshire funding opportunities
- 20.10.22 SSC Planning app 22/00946/FUL
- 7.11.22 Bradford estate climate change event presentation
- 8.11.22 SSC Street scene up date
- 9.1.22 (HR Group) pension update
- 9.11.22 SSC publication consultation for local plan
- 15.11.22 SPCA news bulletin
- 23.11.22 SPAC News bulletin
- 12.11.22 CPRE membership details
- 29.11.22 SAA audit update
- 29.11.22 SSC Planning application 22/01013/LBC
- 30.11.22 spca bulletin
- 1.12.22 Libraries newsletter

Use of devolved powers

- £210 vired from village repairs to debit card to fund stone for pothole repair at Marston Field
- £1400 vired from map board reserve to village improvements for cost
- Remaining £600 from map board reserve account vired to Allotments project
- £1400 transferred from reserve account to current account to fund WA notice board and installation
- Amazon cable ties (xmas event and restock VO) £31.36
- £43.98 for 6 donation tubs for xmas event
- £145.37 vired from ut current account to debit card for October and November expenditure
- £3000 grant funding for allotment project applied for from Staffs community council
- £1000 grant funding applied for from SSC 'Community best medicine' fund
- £272 ESPO stationery order including a new laminator as the old one failed

Devolved response to planning comments:

None returned

SSC Planning Decision

- 22/00329/FUL Application approved with conditions
- 22/00583/FUL Application approved with conditions
- 22/00613/FUL Application approved with conditions
- 22/00601/FUL Application approved
- 22/00062/AGRRES Refusal of prior approval
- 22/00720/FUL Approve subject to conditions
- 22/00749/FUL Approve subject to conditions
- 22/00750/LUE Approve
- 22/00722/FUL Approve subject to conditions

Appendix 2

Lapley Stretton & Wheaton Aston Parish Council

Expenditure transactions - payments approval list

Start of year 01/04/22

No	Payment	Gross	Heading	Invoice	Details	Cheque
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Reference						
175	311022	£279.60	100/2	31/10/22	South Staffordshire District Council - monthly rent	£279.60
176		£44.52		31/10/22	Mr. Malcolm Bissell - expenses	
	1	£22.47	120/99		timber b and q	
	2	£22.05	100/18/1		mileage	
177	311022	£103.80	100/19/1	31/10/22	Microshade Business Consultants Ltd - monthly charge	£103.80
178		£73.60	100/6/1	31/10/22	Wheaton Aston Village Hall Management Committee - charges	
179	311022	£80.03	190	31/10/22	Npower Limited - charges cctv marston	£80.03
180	311022	£1,291.99	120/1/1	31/10/22	Ditton Services - monthly charge	£1,291.99
181		£1,188.00		31/10/22	A F E B Limited -	
	1	£780.00	140/7/1		goal post removal	
	2	£96.00	130/2/3		notice board installation	
	3	£312.00	120/1/3		clear trees with ash die back M/field	
182	311022	£795.60		31/10/22	Biome Consulting – bat report broadholes lane	£795.60
	1	£720.00	120/1/6		fees	
	2	£60.00	120/1/6		expenses	
	3	£15.60	120/1/6		carbon off setting	
183	311022	£1,566.00		31/10/22	Shelley Signs - mapboard	£1,566.00
	1	£65.00	120/99		carriage	
	2	£1,501.00	120/99		cost of board	
184	311022	£2,130.00	120/1/6	31/10/22	Thornes Architecture - plans for broadholes lane	£2,130.00
185	DD	£46.50	100/10	31/10/22	BT - monthly charge	£46.50
186	dd	£32.12	100/10	31/10/22	EE - monthly charges	£32.12
187		£70.39		31/10/22	Mrs Amy Watson - expenses oct	
	1	£14.39	100/6/1		zoom	
	2	£20.00	100/6/2		chairman chain engraving	
	3	£36.00	100/18/1		mileage	
188		£19.99	170	31/10/22	Amazon - laptop bag for projector lap top	
189		£23.15	170	31/10/22	Amazon - wood filler for finger post repairs	
190		£6.49	170	31/10/22	Amazon - caps for goal posts	
191		£2.99	170	31/10/22	Amazon - lettering for finger post repairs	
195	231122wa	£300.00	160/1/2	23/11/22	Wildwood Alpacas - Christmas event cost	£300.00
199		£80.99		23/11/22	Mrs Amy Watson -	
	1	£66.60	100/18/1		mileage	
	2	£14.39	100/6/1		zoom charge	
204	231122ms	£103.80	100/19/1	23/11/22	Microshade Business Consultants Ltd - monthly charge	£103.80
205	231122bio me	£612.00	120/1/6	23/11/22	Biome Consulting - method statements	£612.00
206	231122pp	£138.00	100/4/1	23/11/22	Pink Print - newsletter distribution	£568.00

207	231122pp	£352.00	100/4/1	23/11/22	Pink Print - printing costs	£568.00
208	231122rn	£21.60	100/18/2	23/11/22	Rob Nelson - mileage	£21.60
209	231122ssc	£301.00	100/2	23/11/22	South Staffordshire District Council - monthly rental	£301.00
210	231122ds	£1,230.00	160/1/2	23/11/22	Dangerous Sheep Events - remaining 50% stage hire	£1,230.00
211	231122ds	£1,291.99	120/1/1	23/11/22	Ditton Services - monthly charge	£1,291.99
212	231122wm	£13.50	100/18/2	23/11/22	Winnie Millington - mileage	£13.50
213	231122pp	£78.00	160/1/2	23/11/22	Pink Print - Christmas handouts	£568.00
214	231122spa	£20.00	150/3	23/11/22	Staffs Playing Fields Association - annual membership	£20.00
215	231122hci	£102.66	100/19/2	23/11/22	HCI Data Limited - Additional charges for large inbox storage	£102.66
217		£20.40		23/11/22	Amazon -	
	1	£12.90	170		laminating pouches	
	2	£7.50	170		batteries	
218		£22.37		23/11/22	Amazon -	
	1	£10.47	170		cable ties xmas event	
	2	£11.90	170		cable ties	
219		£10.79	170	23/11/22	Amazon - cable ties vo	
220	231122	£43.98	170	23/11/22	Amazon - collection tubs for xmas event	£43.98
221	231122dd	£32.12	100/10	23/11/22	EE - monthly contribution	£32.12
222	dd 231122	£46.50	100/10	23/11/22	BT - monthly charge	£46.50

Appendix 3

Bank Account Reconciled Statement

Unity trust working reserves

Statement Number	17	Bank Statement No.	17
Statement Opening Balance	£47,957.41	Opening Date	02/10/22
Statement Closing Balance	£54,730.71	Closing Date	30/11/22
True/ Cashbook Closing Balance	£54,730.71		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
17/10/22	Transfer		1,400.00	0.00	46,557.41
30/11/22	Transfer		0.00	8,173.30	54,730.71

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	1400	8173.3

Bank Account Reconciled Statement

Unity Trust - Current Account

Statement Number	21	Bank Statement No.	21
Statement Opening Balance	£82,793.19	Opening Date	01/10/22
Statement Closing Balance	£48,935.04	Closing Date	30/11/22

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/10/22	011022msd	Mainstream Digital Ltd.	6.24	0.00	82,786.95
03/10/22	822342886	Microshade Business Consultants Ltd	103.80	0.00	82,683.15
12/10/22	Transfer		210.00	0.00	82,473.15
17/10/22	Transfer		0.00	1,400.00	83,873.15
31/10/22		HMRC	82.00	0.00	83,791.15
31/10/22		Staffordshire County Council Superannuation Fund			
31/10/22		Wheaton Aston Village Hall Management Committee	73.60	0.00	82,902.06
31/10/22		Gallagher	2,546.15	0.00	80,355.91
31/10/22		Npower Limited	80.03	0.00	80,275.88
31/10/22		Microshade Business Consultants Ltd	103.80	0.00	80,172.08
31/10/22		HMRC	514.67	0.00	79,657.41
31/10/22		HMRC	8.20	0.00	79,649.21
31/10/22		HMRC	70.20	0.00	79,579.01
31/10/22		HMRC	0.20	0.00	79,578.81
31/10/22		Shelley Signs	1,501.00	0.00	78,077.81
31/10/22		Mrs Amy Watson	36.00	0.00	78,041.81
31/10/22		Mrs Amy Watson	20.00	0.00	78,021.81
31/10/22		Mrs Amy Watson	14.39	0.00	78,007.42
31/10/22		HMRC	276.79	0.00	77,730.63
31/10/22		Shelley Signs	65.00	0.00	77,665.63
31/10/22		A F E B Limited	312.00	0.00	77,353.63
31/10/22		A F E B Limited	96.00	0.00	77,257.63
31/10/22		A F E B Limited	780.00	0.00	76,477.63
31/10/22		Mr. Malcolm Bissell	22.05	0.00	76,455.58
31/10/22		Mr. Malcolm Bissell	22.47	0.00	76,433.11
31/10/22	181022ds	Dangerous Sheep Events	1,230.00	0.00	75,203.11
31/10/22	251022aw	Mrs Amy Watson			
31/10/22	271022ad	Mrs. Alexa Davies			
31/10/22	271022jm	Mrs. Josie Morris			
31/10/22	27102nb	Mr. Malcolm Bissell			
31/10/22	311022biome	Biome Consulting	795.60	0.00	72,139.88
31/10/22	311022ds	Ditton Services	1,291.99	0.00	70,847.89
31/10/22	311022ssc	South Staffordshire District Council	279.60	0.00	70,568.29
31/10/22	311022ts	Thornes Architecture	2,130.00	0.00	68,438.29

31/10/22	DD	Multiple Suppliers/ Customers	78.62	0.00	68,359.67
31/10/22	41122rbi	Royal British Legion	100.00	0.00	68,259.67
14/11/22	Transfer		8,173.30	0.00	60,086.37
23/11/22		Wheaton Aston Village Hall	0.00	46.00	60,132.37
23/11/22	Transfer		145.37	0.00	59,987.00
29/11/22		Mrs Amy Watson	66.60	0.00	59,920.40
29/11/22		Staffordshire County Council Superannuation Fund			
29/11/22		Staffordshire County Council Superannuation Fund			
29/11/22		Mrs Amy Watson	14.39	0.00	59,726.72
29/11/22		HMRC			
29/11/22		HMRC			
29/11/22		HMRC			
29/11/22		HMRC			
29/11/22		HMRC			
29/11/22		HMRC			
29/11/22		HMRC			
29/11/22		HMRC			
29/11/22		Staffordshire County Council Superannuation Fund		0.00	
29/11/22	231122biome	Biome Consulting	612.00	0.00	56,366.62
29/11/22	231122dd	EE	32.12	0.00	56,334.50
29/11/22	231122ds	Multiple Suppliers/ Customers	2,521.99	0.00	53,812.51
29/11/22	231122hci	HCI Data Limited	102.66	0.00	53,709.85
29/11/22	231122jm	Mrs. Josie Morris			
29/11/22	231122kd	Mrs Karen Daker			
29/11/22	231122mb	Mr. Malcolm Bissell			
29/11/22	231122ms	Microshade Business Consultants Ltd	103.80	0.00	53,406.54
29/11/22	231122pp	Pink Print	568.00	0.00	52,838.54
29/11/22	231122rn	Rob Nelson	21.60	0.00	52,816.94
29/11/22	231122spa	Staffs Playing Fields Association	20.00	0.00	52,796.94
29/11/22	231122ssc	South Staffordshire District Council	301.00	0.00	52,495.94
29/11/22	231122wa	Wildwood Alpacas	300.00	0.00	52,195.94
29/11/22	231122wm	Winnie Millington	13.50	0.00	52,182.44
29/11/22	251122aw	Mrs Amy Watson			

29/11/22	271122ad	Mrs. Alexa Davies			
29/11/22	271122js	Jessica Shulman			
29/11/22	271122mb	Mr. Malcolm Bissell			
29/11/22	dd 231122	BT	46.50	0.00	48,870.59
30/11/22	bacs301122msd	Mainstream Digital	0.00	64.45	48,935.04

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00	
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Appendix 4

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/22 and 30/11/22 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Barclays savings account		£52,008.05
Fair FX prepaid card		£40.43
Unity Trust - Current Account		£13,294.74
Unity trust working reserves		£47,843.70
Total		£113,186.92

RECEIPTS	Net	Vat	Gross
Parish Council	£127,317.16	£0.00	£127,317.16
Total Receipts	£127,317.16	£0.00	£127,317.16
PAYMENTS	Net	Vat	Gross
Parish Council	£78,433.70	£6,270.62	£84,704.32
Total Payments	£78,433.70	£6,270.62	£84,704.32

Closing Balances

Ordinary Accounts

Barclays savings account	£52,028.00
Fair FX prepaid card	£106.01
Unity Trust - Current Account	£48,935.04
Unity trust working reserves	£54,730.71
Total	£155,799.76

Signed

Chair

Clerk / Responsible Financial Officer

