



**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 20th April 2023 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 2018, all persons attending this meeting are hereby notified that this meeting will be 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. The recording will be deleted once the minutes have been approved

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

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)

155.To consider apologies

-Decision

156.Declaration of Interests

-Information

To declare any interests any on agenda items

157. 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 9th March 2023

158.To receive report from Parish Council Clerk (Appendix 1)

-Information

159. To receive report from Staffordshire County Council

-information

160.To receive report from Staffordshire police

-information

161.Financial matters

-decision

To consider financial matters including: (appendix 2)

- a) To approve the expenditure for March 2023
- b) To approve the year end income 2022-23
- c) To receive the reconciled accounts for Unity Trust (main) Unity trust (reserves) Barclays Bank and Fx card
- d) To receive the Financial summary for year end 2022-23
- e) To note payments/decisions made under delegated powers

162. Planning recommendations

-decision

To consider planning matters including

- a) planning applications received Licensing app Ivestey Service station

163. Kings Coronation celebrations

-decision

Consider the Risk Assessment for the event

164. Forward Planning and Maintenance:

-decision

Zip wire review

Refurbishment of Marston Field play equipment

165.Policy and Risk Assessment review completed by HR&HS working group

-decision

To review the following policies

Tree management (replaces Tree service requests)

Attendance and Absence Policy- replaces Sickness and absence policy

Capability Policy
Discipline policy
Grievance policy
Training and development policy
Homeworking policy
Flexible working
Annual leave
Emergency dependant leave
Attendance and absence policy
Health and safety policy (oct 22)
Risk record
Parish Risk management
RA ladders
RA Power tools
RA Scaffold tower
RA finger post maintenance
To consider appointing the working group as committee

166. Broadholes Lane Project

-decision

To consider:

- Lease renewal
- Receive an update

167. Lapley Green registration

update/decision

168. WMI update

-information

To receive an update from Cllr Anderson

To receive an update

169. 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.**

170. Date of next meeting: 18th May 2023 at 7pm at Lapley and Wheaton Aston Village Hall . This is the annual meeting of the parish council. The annual parish meeting will begin at 6pm

This is subject to change due to the ongoing Coronavirus situation

Mrs A Watson Parish Council Clerk

13.4.2023

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

**Appendix 1 Lapley, Stretton and Wheaton Aston Parish Council
Clerks Report**

Information

McCloud data submitted to Staffs pensions

7.3.23 Graffiti on the Skate Park ramps and broken glass in the sand at Marston Field reported to the Police (also on clerk's report for February) Update 29/3/23 Case closed due to insufficient evidence.

8.3.23 Nitrous oxide canisters reported in Stretton ref DP-10386-23-2121-IR01

14.3.23 Play bark to be installed at Marston Field on 21st March (weather permitting)

and Primrose Play Area is to have soil levels topped up on the same day around the kerbs and trip hazards.

16.3.23 Notification from Turnock Ltd that they intend to apply for HERS registration as a company which will allow all contractors working with them to access the HERS registration and therefore be compliant with EON regulations. They intend to have this in place for the licenses for Christmas 2023

16.3.23 Chased up parking enforcement on concerns outside WA dr surgery

17.3.23 Scheduled a weekly post on Facebook regarding Voter ID, this will repeat until the Friday before the election date.

24.03.23 High Level Zip Wire Inspection carried out by MB at M.F. Inspection report and photos saved
Planning certificate of lawfulness has been received for the allotment project

- Clerk and VO attended a play area inspection course. Current weekly inspections are beyond best practise and similar to an operational test which is recommended quarterly. This inspection is to be carried out by a qualified inspector, clerk has engaged with SPCA to provide this course and share costs with other parishes
- 29.03.23 Reported the vandalism and stolen tree sapling to the Police. We have been able to obtain clear CCTV images of the youth involved, and these have been passed to police. Ref 21230044324.
- 31.03.23 Replacement Cradle Seat ordered from Wicksteed for Primrose Play Area after the remaining older style one perished.
- 31.03.23 Primrose Road Play Area, obtaining quotes for HIC testing in accordance with the Annual Play Area Inspection. Zoe from ROSPA in contact for quotes.
- 03.04.23 Reported to the police a youth setting a small fire under the skate park ramp and then entering the adjacent field to throw items at the sheep. Crime Ref 21230046964 Incident Ref 358 of 03/04/2023
- 13.4.23 Another tree was pulled on 11th March, reported to police

Consultations

Outstanding items update

Allotments- waiting for lease to be released. Have requested cost for second half pf SSC grounds work

- Birkenshaw Lane update- No update
- Stretton right of way update- panel will meet on 24th March to consider the application following a judicial review which ordered the council to revisit the matter. No further comments have been submitted by LSWA PC.
- Defib at Ivetsey Rd= Planning are waiting for the site to be handed over. Once this has been completed an officer will assess the site for installation
- Defib at Ivetsey Rd- Shropshire homes have advised they approve however approval is also needed from the authority that will own the land after handover. Clerk has contacted SSC planning to confirm who the owner will be and will seek approval once this information has been received. A site has been found for the box
- Lapley Green registration-. Awaiting update from Tedstone Solicitors
- Gated alley Broadholes/Pinfold-. No update on the proposal to reopen the alley from SSC
- Tree planting at Marston is complete , wildflower meadow planting is awaiting date due to needing a tractor to flail the area, Afeb to meet with FOM onsite to assess. Trees have been removed by yoiths- FOM to replant

Meetings/Events

Training/CPD/ SPCA Upcoming courses

21.3.23 Clerk and VO to attend play inspection course in Rugeley- course was informative, VO has been undertaking a hybrid weekly/operational inspection and the course highlighted that a separate operational inspection is required quarterly. Clerk to investigate training for this

4.5.23 Elections

6.5.23 Coronation day

7.5.23 Community lunch

9.5.23 internal audit

Items emailed to councillors

6.3.23 Planning application 23/00171/FULHH

6.3.23 Planning enforcement

8.3.23 Street scene update

9.3.23 Police report

13.3.23 SPCA news bulletin

15.3.23 Planning application 22/00849/OUT

15.3.23 SSC nomination paper reminder`

20.3.23 Stoke parking enforcement re issues outside WA Dr surgery

20.3.23 SSC Stretton/Bickford right of way panel meeting

20.3.23 SPCA News bulletin

22.3.23 SSC elections update

27.3.23 SSC Planning approval from Broadholes Lane Platinum Jubilee Allotments

27.3.23 SPCA news bulletin

28.3.23 SSC Election details

03.04.23 SSC licensing app Ivetsey Service station

Use of devolved powers

5 sets of defib pads £270.77 funds vired from defib reserves

Response to planning comments:

Planning application 22/00849/OUT- No objection. The plan sets to improve the surrounding landscape. There doesn't appear to be any significant negative impact however LSWA PC would like to see increased security on site due to the vulnerable residents of the neighbouring care home. There is a concern raised that this application may lead to further extension and subsequent applications in the future, could a time frame for future development of 15 years be implied?

Ordered a replacement cradle swing seat to replace the one at Primrose Play Area. Cost is £125 plus £11.50 delivery plus VAT

SSC Planning Decision

Refused:

22/00832/FUL Hope Cottage, Lapley. LSWAPC objected. Refuse

22/01169/FUL The Stables, Bellhurst Lane – Refuse

Approved:

22/01013/LBC Stretton Hall Gardens – Approve Subject to conditions

22/00864/FUL Poplars Farm, Ivetsey Road – Approve Subject to conditions

23/00010/FUL Edgelands Farm, Wheaton Aston – Approve Subject to conditions

Appendix 2

Lapley Stretton & Wheaton Aston Parish Council Lapley Stretton & Wheaton Aston Parish Council

Expenditure transactions - payments approval list

Start of year 01/04/22

No	Payment Reference	Gross	Heading	Invoice	Details	Cheque
305	200323spca	£36.00	100/3/1	20/03/23	Staffordshire Parish Councils' Association - elections training- clerk	£84.00
306	200323staffs	£25.00	150/7	20/03/23	Support Staffordshire - annual membership	£25.00
307	200323ds	£1,291.99	120/1/1	20/03/23	Ditton Services - monthly charges	£1,291.99
308	200323ms	£103.80	100/19/1	20/03/23	Microshade Business Consultants Ltd - monthly charges	£103.80
309	200323spca	£48.00	100/3/1	20/03/23	Staffordshire Parish Councils' Association - new clerk induction-a/clerk	£84.00
310	200323pol	£81.00	100/19/3	20/03/23	Parish Online by GeoXphere Ltd - annual charge	£81.00
311	20323pp	£378.00	100/4/1	20/03/23	Pink Print - news and views printing	£378.00
312	200323pp	£150.00	100/4/1	20/03/23	Pink Print - news and views distribution costs	£150.00
313	200323te	£324.92	130/2/2	20/03/23	Turtle Engineering Limited - replacement pads	£324.92
314	200323mb	£12.60	100/18/1	20/03/23	Mr. Malcolm Bissell - expenses	£12.60
315	200323ssc	£301.00	100/2	20/03/23	South Staffordshire District Council - rent 19/3-18/4	£301.00
322		£57.14		20/03/23	Mrs Amy Watson - expenses	
	1	£42.75	100/18/1		mileage	
	2	£14.39	100/6/1		zoom	
323		£154.89		27/03/23	Amazon -	
	1	£6.98	170		phone protector	
	2	£19.99	170		keyboard	
	3	£83.96	170		rocks for coronation	

4		£43.96	170			paint for rocks	
324	310323ut	£0.50	100/21	27/03/23		Unity Trust - bank charges	£0.50
325	dd170323e e	£47.72	100/10	27/03/23		EE - charges	£47.72
326	210323hci	£30.24	100/19/2	27/03/23		HCI Data Limited - additional charges	£30.24
327	310323ssc	£260.00	100/2	27/03/23		South Staffordshire District Council - rent	£260.00
328		£38.98		27/03/23		Amazon -	
	1	£13.99	170			folders	
	2	£24.99	170			varnish for rocks	
329	dd170323bt	£46.50	100/10	28/03/23		BT - monthly charges	£46.50
330	fx230323ad obe	£19.97	170	28/03/23		Adobe - monthly charge	£19.97
304		£28.02	100/21	31/03/23		Unity Trust - bank charges	
Sub Total		£3,436.27					
		£4,461.52		Confidential			

Total £7,897.79

Received Income Transactions

Start of year 01/04/22

received between 01/04/22 and 31/03/23, for the Parish Council

Paying	Received	Tn no	Invoice	Gross	Vat	Net	Heading	Details
dc22220426scc	26/04/22			1	£57,780.50	£0.00	£57,780.50	10
South Staffordshire District !st 50% of Precept								Council
dc220429hmr	26/04/22			2	£9,992.31	£0.00	£9,992.31	99
HMRC	Vat 2021-22							
Card	28/04/22	13		£0.45	£0.00	£0.45	4	Equals
cleared balance from dashboard of card of								
.45p								
bacs6.6.22	06/06/22	4		£3.92	£0.00	£3.92	50	Barclays
Bank	interest							
dr220519ssd	06/07/22	3		£500.00	£0.00	£500.00	20/5	South
Staffordshire District Platinum Jubilee Grant								Council
bacs200722ss	20/07/22			5	£200.00	£0.00	£200.00	20/5
South Staffordshire District grant for re wilding area Climate grant 2022								Council
cheque	30/08/22	6		£139.72	£0.00	£139.72	40/3	BT
Openreach	refund for works carried out at Lapley Green							
bacs27922	30/08/22	7		£675.00	£0.00	£675.00	20/5	
Staffordshire County Councilgrant for allotments								
	30/08/22	8		£57,780.50	£0.00	£57,780.50	10	South
Staffordshire District precept 2/2								Council

cheque	30/08/22	9	£4.57	£0.00	£4.57	40/3	Eon
Sustainable Energyrefund on elec supply							
BACS30092201/10/22		10	£72.42	£0.00	£72.42	33	Unity
Trust Bank interest on working reserve account							
	01/10/22	11	£41.29	£0.00	£41.29	33	Unity
Trust Bank interest received 300622							
bacs300922	11/11/22	12	£16.03	£0.00	£16.03	50	Barclays
Bank interest on savings account							
	23/11/22	14	£46.00	£0.00	£46.00	40/3	Wheaton
Aston Village Hallrefund for duplicate payment of inv 3180							
bacs301122m	30/11/22	15	£64.45	£0.00	£64.45	40/3	
Mainstream Digitalpartial refund for bills july/aug as contract has been moved to BT							
	23/12/22	16	£54.21	£0.00	£54.21	40/3	Various
donations made at the xmas switch on event							
311222utreser	31/12/22	17	£167.89	£0.00	£167.89	33	
Unity Trust Bankcredit interest on saving account							
ve							
bacs051222ba	31/12/22	18	£29.01	£0.00	£29.01	50	
Barclays Banksavings account interest							
rclays							
	28/02/23	19	£1,000.00	£0.00	£1,000.00	20/5	The
Community Foundationfunding for tree works at allotment area							
bacs 060323	31/03/23	20	£64.61	£0.00	£64.61	50	Barclays
Bank interest on general reserves							
bacs310323	31/03/23	21	£253.02	£0.00	£253.02	33	Unity
Trust Bank income on working reserve account							
Total			£128,885.90	£0.00	£128,885.90		

Bank Account Reconciled Statements

Fair FX prepaid card

5116561022250691

Statement Number	6	Bank Statement No.	6
Statement Opening Balance	£114.94	Opening Date	01/03/23
Statement Closing Balance	£21.11	Closing Date	31/03/23
True/ Cashbook Closing Balance	£21.11		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
14/03/23	Transfer		0.00	200.00	314.94
29/03/23	030323	Microsoft	79.99	0.00	234.95
31/03/23		Amazon	24.99	0.00	209.96
31/03/23		Amazon	13.99	0.00	195.97
31/03/23		Amazon	43.96	0.00	152.01
31/03/23		Amazon	83.96	0.00	68.05
31/03/23		Amazon	19.99	0.00	48.06
31/03/23		Amazon	6.98	0.00	41.08
31/03/23	fx230323adobe	Adobe	19.97	0.00	21.11

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	293.83	200

Unity Trust - Current Account 1111559/2035784 30-98-00

Statement Number	26	Bank Statement No.	26
Statement Opening Balance	£18,210.15	Opening Date	01/03/23
Statement Closing Balance	£10,041.77	Closing Date	31/03/23
True/ Cashbook Closing Balance	£10,041.77		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
28/02/23		Jessica Shulman	14.40	0.00	18,195.75
14/03/23	Transfer		200.00	0.00	17,995.75
16/03/23	Transfer		270.00	0.00	17,725.75
31/03/23		HM Revenue & Customs Only	71.00	0.00	17,654.75
31/03/23		Unity Trust	28.05	0.00	17,626.70
31/03/23		Staffordshire County Council Superannuation Fund			
31/03/23		HM Revenue & Customs Only	476.52	0.00	16,372.00
31/03/23		HM Revenue & Customs Only	93.80	0.00	16,278.20
31/03/23		HM Revenue & Customs Only	75.00	0.00	16,203.20
31/03/23		HM Revenue & Customs Only	9.80	0.00	16,193.40
31/03/23		HM Revenue & Customs Only	258.90	0.00	15,934.50
31/03/23		Mrs Amy Watson	42.75	0.00	15,891.75
31/03/23		Mrs Amy Watson	14.39	0.00	15,877.36
31/03/23		Staffordshire County Council Superannuation Fund			
31/03/23	200323ds	Ditton Services	1,291.99	0.00	14,430.96
31/03/23	200323mb	Mr. Malcolm Bissell	12.60	0.00	14,418.36
31/03/23	200323ms	Microshade Business Consultants Ltd	103.80	0.00	14,314.56
31/03/23	200323pol	Parish Online by GeoXphere Ltd	81.00	0.00	14,233.56
31/03/23	200323pp	Pink Print	150.00	0.00	14,083.56
31/03/23	200323spca	Staffordshire Parish Councils' Association	84.00	0.00	13,999.56

31/03/23	200323ssc	South Staffordshire District Council	301.00	0.00	13,698.56
31/03/23	200323sstffs	Support Staffordshire	25.00	0.00	13,673.56
31/03/23	200323te	Turtle Engineering Limited	324.92	0.00	13,348.64
31/03/23	20323pp	Pink Print	378.00	0.00	12,970.64
31/03/23	210323hci	HCI Data Limited	30.24	0.00	12,940.40
31/03/23	25.323aw	Mrs Amy Watson			
31/03/23	280323jm	Mrs. Josie Morris			
31/03/23	280323js	Jessica Shulman			
31/03/23	310323mb	Mr. Malcolm Bissell			
31/03/23	310323ssc	South Staffordshire District Council	260.00	0.00	10,136.49
31/03/23	310323ut	Untity Trust	0.50	0.00	10,135.99
31/03/23	dd170323bt	BT	46.50	0.00	10,089.49
31/03/23	dd170323ee	EE	47.72	0.00	10,041.77

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	8168.38	0

Barclays savings account	73219496	20-08-64
Statement Number	32	Bank Statement No. 32
Statement Opening Balance	£52,057.01	Opening Date 01/03/23
Statement Closing Balance	£52,121.62	Closing Date 31/03/23
True/ Cashbook Closing Balance	£52,121.62	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
31/03/23	bacs 060323	Barclays Bank	0.00	64.61	52,121.62

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	0	64.61

Unity trust working reserves	20419150	60-83-01
Statement Number	20	Bank Statement No. 20
Statement Opening Balance	£53,291.60	Opening Date 01/03/23
Statement Closing Balance	£53,814.62	Closing Date 31/03/23
True/ Cashbook Closing Balance	£53,814.62	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
16/03/23	Transfer		0.00	270.00	53,561.60
31/03/23	bacs310323	Unity Trust Bank	0.00	253.02	53,814.62

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
Total debits / credits	0	523.02

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/22 and 31/03/23 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	£128,885.90	£0.00	£128,885.90
Total Receipts	£128,885.90	£0.00	£128,885.90
PAYMENTS	Net	Vat	Gross
Parish Council	£116,125.64	£9,948.06	£126,073.70
Total Payments	£116,125.64	£9,948.06	£126,073.70

Closing Balances

Ordinary Accounts

Barclays savings account	£52,121.62
Fair FX prepaid card	£21.11
Unity Trust - Current Account	£10,041.77
Unity trust working reserves	£53,814.62
Total	£115,999.12

Uncleared and Unrepresented effects

Statement Closing Balances

Ordinary Accounts

Barclays savings account	£52,121.62
Fair FX prepaid card	£21.11
Unity Trust - Current Account	£10,041.77
Unity trust working reserves	£53,814.62
Total	£115,999.12