



Minutes of the Meeting of Lapley, Stretton & Wheaton Aston Parish Council held on Thursday 7th December 2023 at Lapley and Wheaton Aston village hall

In attendance:

CLlr W Millington - **Wheaton Aston (Chairman)**
CLlr R Nelson -**Wheaton Aston (Vice Chairman) and South Staffordshire District Council**
CLlr J Ford - **Wheaton Aston**
CLlr V Renfrew – **Lapley**
CLlr M Smith - **Wheaton Aston (arrived 7.30pm)**
CLlr D Weate- **Wheaton Aston**
CLlr J Hodgkiss- **Wheaton Aston**

Also in Attendance:

Mrs A Watson – **Parish Clerk**

Apologies:

CLlr D Hodgkiss– **Stretton**
CLlr. M. Griffiths – **Lapley**
PCSO Lloyd- **Staffordshire Police**
PCSO Price – **Staffordshire police**
CLlr M Sutton - **Staffordshire County Council**
CLlr Sue Whittingham - **Wheaton Aston**
CLlr A Anderson - **Stretton**

Acronyms:

LSWA PC: Lapley, Stretton and Wheaton Aston Parish Council
SSC: South Staffordshire council
SCC: Staffordshire County Council
CLlr: Councillor
CPD: Continuous professional development
SPCA: Staffordshire Parish Councils Association
PCSO: Police Community Support Officer
SLCC: Society of local council clerks
NALC: National association of councils
Cmdr: Commander
WACFR- Wheaton Aston Community First Responders

Absent:

Public forum

No members present

Standing orders were imposed 7.05 pm.

110.To consider apologies

Apologies and reasons for absence were received and approved from Cllr D Hodgkiss, Cllr M Sutton, Cllr Anderson Cllr Whittingham, Cllr M Griffiths, PCSO Lloyd and PCSO Price

111.Declaration of Interests

None to declare.

112. Approval of minutes

Resolved to approve and sign the minutes of the Meeting of Lapley, Stretton and Wheaton Aston Parish Council held on 19th October 2023

113.To receive report from Parish Council Clerk

Clerks Report

Information

19.10.26 SSC increase in penalties : The increases are significant and mean that fly tipping FPNs will increase from £400 to £1000, duty of care from £200 to £600 and littering offences will increase from £75 to £500.

VO has advised to bring the ground level back up to the correct height at the gates at the dog walk, hard core to level will be used.

23.10.2023 A survey has been set up for the revamp of the play area equipment at Marston Field. A QR Code has been generated for a poster which links to the survey, as well as a typed out link. Posters will be displayed around the area to obtain a good survey. Survey also shared on Facebook.

23.10.2023 Office stationery ordered from ESPO: laminating pouches, pens, notepads and post-it notes.

24.10.2023 – VO closed the gaps in the bottom gate by the dog walk.

24.10.2023: Set up rolling Facebook adverts for the Community Share Point and the Lights Switch On

25.10.2023 Batteries changed in the SID at Stretton

27.10.2023 Defib vandalised at Hartley Arms. Reported to the Police, Crime Reference Number is 21230150802

01.11.203 ROSPA Safety report for Primrose Field play equipment surface and goal posts in, all low risk. We have ongoing monitoring on a weekly basis. Annual Inspection due any time.

01.11.2023 Pump Track (for bikes) is proving to be a popular option for Marston Field Play Area Survey. Estimates for the works have been requested from 3 suppliers.

6.11.23 further concerns raised about the junction entrance to the Ivetsey Rd development

Residents affected by flooding during Storm Babet are advised to contact South Staffordshire Council on emergencyplanning@sstaffs.gov.uk to enquire about financial support to assist with flood damage

6.11.23 The rights of way order for the Stretton/Bickford footpath has been made and added to the definitive map

6.11.23 The unions have agreed with NALC the pay increment and it will be implemented from November's pay

Extra slats of wood have been added to the gates at the dog walk.

National Lottery funding applied for the allotment project has been approved totalling £9,595

07.11.23 Reports of graffiti scratched into the primer on the teen shelter before use. Images have been passed to the PCSO.

07.11.23 Youth Shelter painting underway by Contractor.

40mph signs cut back on Ivetsey Rd.

The Levelling up and Regeneration bill was passed on 26.10.23

15.11.23 Facebook Insights information. In the 28 days prior to 15.11.2023 our insight data is as follows:

Number of people who saw our posts at least once 5,925.

Number of people who reacted, commented, shared or clicked on one of our posts 7,049

Top Post was the special request to young people visiting the teen shelter at a specific time to report what they know about the graffiti. This post had 1,273 people react, comment, shared or clicked on it.

Severn trent will be working at the allotments 22/11-24/11 to connect the water supply

Watermark certificate received from contractor for Severn Trent to make the water connection - completed

21.11.23 Report of the Coronation stone display being used as a viewing platform at the Lights Switch On and is covered in mud. If the rain doesn't wash it off, VO to clean

27.11.23 road closure for Wenlock Bank 22nd Jan 24 to 2nd Feb 24. Clerk has contacted highways to advise of concerns with Starkeys Lane being suggested as an alternative route

Assistant clerk has started ILCA course

Consultations

Outstanding items update

- Allotments- waiting for lease to be finalised and signed, allotment group have met and prepared a report for council on 7th December
- Defib at Ivetsy Rd- Planning are waiting for the site to be handed over. Once this has been completed an officer will assess the site for installation. SSC are to be landowners and are aware LSWA PC wish to install on site.
- Lapley Green registration-. Awaiting update from Tedstone Solicitors
- Gated alley Broadholes/Pinfold-. No update on the proposal to reopen the alley from SSC.
- Post office – no update

Meetings/Events

Training/CPD/ SPCA Upcoming courses

Date	Course
Wednesday 06 September	New Clerks' Monthly Support & Information session
Tuesday 12 September (10am-12pm)	Clerk's induction 1-1
Wednesday 13 September	CiLCA Portfolio Training (Spring 2023)
Tuesday 19 September (6.30pm-8.30pm)	Councillor Fundamentals
Thursday 21 September (09.30am-1pm)	Clerks: the knowledge (session one of two)
Thursday 21 September (10am-12pm)	CiLCA drop-in
Wednesday 27 September (09.30am-11.30am)	Explore Chairmanship (session one of two)
Thursday 28 September (09.30am-1pm)	Clerks: the knowledge (session two of two)
Thursday 28 September	CiLCA Portfolio training (course 3)
Tuesday 03 October (6.30pm-8.30pm)	Be a better councillor (session one of two)
Wednesday 04 October (09.30am-11.30am)	Explore Chairmanship (session two of two)
Thursday 05 October (7pm-8pm)	Understanding Planning
Tuesday 10 October (6.30pm-8.30pm)	Be a better councillor (session two of two)
Wednesday 11 October (10am-12pm)	Clerk's induction 1-1
Wednesday 18 October (10am-12pm)	CiLCA drop-in
Thursday 19 October (6.30pm-8.30pm)	Councillor fundamentals
Wednesday 15 November (6.30pm-8.30pm)	Be a better councillor (session one of two)
Thursday 16 November (10am-12pm)	Clerk's induction 1-1
Wednesday 22 November (6.30pm-8.30pm)	Be a better councillor (session two of two)
Thursday 23 November (6.30pm-8.30pm)	Councillor fundamentals
Wednesday 13 December (10am-12pm)	Clerk's induction 1-1

20.11.23 Dementia awareness training SSC

Support Staffordshire forum Tuesday 12 December 2023 10am-12noon at Essington Community Centre

Items emailed to councillors

19.10.23 23/00850/TREE

20.10.23 SSC Carbon awareness training notes

24.10.23 SSC Planning application 23/00665/FUL

24.10.23 Advance Notice of Road Closure

6.11.23 SSC Storm Babet Flooding details

6.11.23 SSC Pruning schedule

6.11.23 SCC Rights of Way order

6.11.23 Planning application 23/00891/FULHH

07.11.23 Primrose Play Area ROSPA reports

7.11.23 Airfields of Britain Conservation Trust details of memorials

21.11.23 No graffiti or scratches reported over the weekend of 18/11 19/11 and 20/11.

28.11.23 Advance notice of Road Closure
9.11.23 Annual play inspections
13.11.23 ssc dementia awareness training
21.11.23 planning application 23/00960/FULHH
27.11.23 Support Staffordshire locality forums details
27.11.23- allotments group- communal composting review
27.11.23 planning application 23/00952/FUL

Use of devolved powers

Vired £21 from Christmas to Equal card for TENS notice
Vired 133 from Broadholes lane development to equals card for vehicle crossing application
Vired £23.87 from stationary to equals card for cllr tablet chargers
Vired £2391.19 from savings to broadholes lane redevelopment for water **connection**
Vired £1500 to village improvements for road traffic notice SSC

Response to planning comments:

Planning application

23/00665/FUL(17.11.23) Demolition of existing garages and formation of a new dormer bungalow dwelling. Land Adjacent To 2 Mercian Way Lapley STAFFORD ST19 9JY- LSWA PC does not have any objections to this application but would request that the use of red bricks is considered to match the red brick of Queens Cottages, in keeping with the planning concept of building for beauty

SSC Planning Decision

23/00327/FULHH - First floor extension to the rear of the property over the existing utility room - Harwood, Pinfold Lane, Wheaton Aston, ST199PD - REFUSE

23/00196/FULHH - Refurbish sash windows Lapley Hall Church Lane Lapley STAFFORD ST19 9JR - Planning Permission not Required

And also 23/00196/FUL Make, fit and glaze new sash lights to match existing.

23/00443/FULM – Retrospective consent for erection of replacement entrance gates, erection of windmill pool aeration unit together with the creation of 2 no. additional private fishing pools with associated landscaping. (Re-submission of application 22/00403/FUL). APPROVE subject to conditions.

22/01048/OUT - Demolition of existing kennel building and erection of one dwelling at Sweet Turf Boarding Kennels Slab Lane Little Onn Gorse Staffordshire ST19 5QL – REFUSE (Appeal Lodged)

23/00688/LUP – Garage conversion –
25 Water Meadow Way Wheaton Aston STAFFORD Staffordshire ST19 9FJ – APPROVE

23/00813/FUL – Use of outbuilding as a residential annex - White House Wheaton Aston Road Longnor STAFFORD ST19 5QN – Application withdrawn.

The road closure for Wenlock bank has been amended (4348726 - Temporary Road Closure Order) The PC requested that Starkeys Lane is removed as an alternative route due to issues experienced when this was suggested previously. Possibility of signs being erected for vehicle exceptions is being considered.

Clerk advised that there are new tenants at Bradford Arms and enquired whether to continue with the defibrillator move, resolved to continue to move the defib to the petrol station

114. To receive report from Staffordshire County Council

Report received in advance:

Investment promise despite budget pressures – [Investment promise despite budget pressures - Staffordshire County Council Newsroom](#)

Staffordshire's communities will receive millions of pounds of investment in the coming year, despite financial pressures on local authorities.

Budget planning for 2024/25 by Staffordshire County Council earmarks money for roads, support for new and existing businesses, rural broadband, public health and investing in communities.

While two-thirds of the authority's spending will be on adult social care and supporting vulnerable children and young people, the authority is forecasting it will balance its books for 2024/25.

Free programme supports more people to manage household budgets and boost maths skills – [Free programme supports more people to manage household budgets and boost maths skills - Staffordshire County Council Newsroom](#)

Free maths courses provided by a county council-led initiative are teaching Staffordshire residents how to manage their household budgets to ease cost-of-living pressures and gain new qualifications.

IT equipment disposal made easy at county recycling centres – [IT equipment disposal made easy at county recycling centres - Staffordshire County Council Newsroom](#)

People are being encouraged to recycle their used or surplus IT equipment through a new scheme run by Staffordshire's Household Waste Recycling Centres

Major investment for Stafford Station land plan announced – [Major investment for Stafford Station land plan announced - Staffordshire County Council Newsroom](#)

Plans for new homes, businesses and multi-storey car park on disused land in Stafford have taken a step closer after the Government backed a £20m funding bid.

115. To receive report from South Staffordshire Council

Information on the fire at Heatherton hotel was updated, tenants have been allocated new residency.

Changes to the waste collection over the festive period can be found on social media- green bins can be presented with real Christmas trees

Feedback received from residents as part of preparation for the next local plan. Resident survey results (locality 2) no of responses 9.7% with 178 responses – this is an increase in response. Positive comments have been that villages are friendly, quiet and small. People enjoy the rural nature. Condition of roads and crime were highlighted as an issue, 44% would recommend living here 8% would not recommend it. Concern about transport reflecting the rural

nature of the locality. Access to nature has been highlighted as a positive. Residents would like more police presence. Majority agree that services work well together to improve the area.

Climate change options- protection of green space and biodiversity are a priority for the majority of residents. This information helps form the next four-year plan.

Cllr Smith arrived 7.30pm

Health and wellbeing committee focused on the health inequality funding, this must be spent by September 2024. Feedback from the PC is that more engagement is required within the parishes. Cllr Nelson has queried if its possible to bid for outdoor gym equipment and funding for supplying the community food share point. Clerk to liaise with Cllr Nelson

116.To receive report from Staffordshire police

South Staffordshire Police: Crime and Anti-social behaviour report

Report for: Lapley, Stretton & Wheaton Aston Parish Council – 20/10/2023 – 07/12/2023

Public bodies can only disclose information if they have the power to do so. Section 115 of the Crime and Disorder Act provides a power to exchange information where disclosure is necessary to support the local Crime Reduction Strategy and Partnership in achieving the aims of the Crime and Disorder Reduction Strategy and objectives outlined within it.

The degree of disclosure that takes place must be proportionate and relevant to the level of social ill or criminality it is intended to counter or prevent.

The information is only to be processed in relation to crime and disorder purposes. Information will be handled in accordance with the Data Protection Act 1998, the Human Rights Act 1998 and any other relevant legislation governing disclosures and will ultimately be disposed of in a secure manner.

Statistics:

Burglary (residential): None

Burglary (business): None

Vehicle crime: 4

- 22/10/2023 –A5, Stretton. Owner of a broken-down motorcycle left his bike in the layby awaiting recovery, unknown person/s have stolen the bike before recovery attended to collect.
- 13/11/2023 – A5, Ivetsey Bank, Wheaton Aston. ATV farm vehicle was stolen from behind a secure gate by unknown person/s.
- 22/11/2023 – Sowdley Green, Wheaton Aston. Owner of a Jaguar XF has left their vehicle parked up secure outside their address before unknown person/s have stolen it without keys.
- 05/12/2023 – Long Street, Wheaton Aston. Owner of Land Rover Discovery has had their vehicle stolen off their driveway without keys by unknown person/s. Investigations still ongoing.

Anti-social behaviour: 1

28/10/2023 – Long Street, Wheaton Aston. 2 x youths have approached the shop whilst closed, they have then gained entry into the newspaper box and then scattered the newspapers around the footpath & road. The two youths have been identified and dealt with, they were also involved in a number of other incidents within the village

Policing operations of note:

Operation Bormus continues to take place across the South Staffordshire area to help tackle car crime, we'd like to remind residents to lock and secure their vehicles as vehicle theft is still a crime trend across the county.

Also due to the colder weather now setting in we'd like to remind residents to give themselves extra time in the morning to defrost their vehicles instead of them leaving them running and unattended whilst returning into their properties.

PC would like more detailed reports to be received.

117.Financial matters

Resolved:

- a) To approve the expenditure and income for October 2023
- b) To approve the reconciled accounts for Unity Trust (main) to 31.10.23
- c) To note payments/decisions made under delegated powers
- d) Resolved allocate a grant for the Brewood Voluntary Car Scheme for 2024/25 of £1000
- e) **Resolved** a budget of £140,108 has been set with a precept request of £130,508 being requested from SSC. This is an increase on the overall budget of £4176 from 2023/24

There has been a 2.34 % increase in the tax base, from 1028.02 (2023/24) to 1052.10 (2024/25) which results in a precept increase of 4.59% on 2023/24 with the average Band D tax paying £124.05 compared to £118.60 in 2023/24.

- f) To adopt the annual action plan- include removing the zipwire

118. Planning recommendations

To consider planning matters including

- a) planning applications received:

Planning application 23/00960/FULHH 3 Downford Close Wheaton Aston STAFFORD ST19 9QA 'No objections'

Application 23/00952/FUL Erection of an agricultural building for lambing and storage of implements Location: Wenlock House Stretton Road Lapley STAFFORD ST19 9QQ 'LSWA PC wishes to object to this application on the following grounds:

~the impact on the green belt

~the size of the development is inconsistent with the size of the establishment

~there are several agricultural building present currently that could be utilized in the first instance'

Tree applications: 23/00961/TREE and 23/00962/TREE received after the agenda papers had been sent out, both noted

119.Christmas event

- resolved the date as 16th November 2024
- resolved to confirm the stage booking at a cost of £2200

120.Storage update

Resolved to defer to the next meeting

121. Air Field memorial

Resolved to work with the Airfields of Britain Conservation Trust to install a marker in the parish, Clerk to inform Church Eaton PC

122. Flag pole for WA green

A group has approached the PC to fundraise for a flag pole on WA village green, resolved to advise the community members to approach SSC (landowners)

123.Meeting dates

Resolved meeting dates confirmed.

25th January 2024

7th March 2024

18th April 2024

23rd May 2024 Annual Parish Meeting of electors at 6.30pm followed Annual Meeting of the Parish Council at 7pm

11th July 2024

5th September 2024

17th October Full Council plus Community Meeting at 6.00pm

5th December 2024 (Precept)

124.Play area inspections

Resolved

- Play area inspection requirements noted, Clerk and Assistant Clerk to complete the work required.
- Not to complete the reistograph for the zip wire, the equipment is to remain closed and removed in spring 2024
- To invite residents to hold a focus group for suggestions for the renovation

Standing orders – meeting extended beyond 9pm

125.Allotment

Following a working group meeting the following recommendations were resolved to be accepted:

Update:

Water and trough are complete.

Severn Trent have made the connection.
Capital have been booked drop the kerb and SCC have granted permission
National lottery funding to cover the costs has been approved

Suggestions:

Remove fencing from all sides (save approx. £11k)
Approx. 2/3 of righthand length will require some form of privacy- suggestion hedgerow and apply to FOM for free
Tarmac area- complete this as a separate single stage to be completed next due to issues with contractors
Compost bins- to include the source area for them in the tarmacking and purchase plastic compost and water butts- enquire with
Cllr Sutton for (approx.) £1000 from climate fund-

Three quotes received to date , one discounted £230,689 due to cost , one is for total project and one is for the landscaping only

Recommendation:

Resolved to:

Complete in two stages
Stage 3- tarmac area
Stage 4 landscaping and completion

Engage with Contractor who has quoted to date and break down current quote as follows:

Construction ground beds
Construct raised beds
Top soil 52 tons in and out
Wild flower area
Grass between beds and fruit trees area

Clerk to meet with other contractors to try to obtain quotes for either or all parts of the final two stages

Budget:

Lottery fund received £9595
Remaining amount £8657-
Butts and compost bins approx. £1000- apply to SCC climate fund
Tarmac - awaiting quotes suggestion to apply for prosperity funding for total amount

Clerk to speak with the Better Health team SCC about the pilot scheme- happy to promote good health but at this point Iswapc do not need further support with this project

126. Policy review (appendix 3)

Resolved to accept:

- the Environmental and Sustainability policy (replaces the Climate and biodiversity policy and acknowledges the Councils obligation to address climate change)
- Reserves policy
- Website accessibility statement
- Website privacy statement

127. Items for future

Notice board on WA green

128. Date of next meeting: 25th January 2024 at 7pm at Lapley and Wheaton Aston Village Hall .

Signed..... Chairman.....

Meeting closed at 9.20pm

Council Attendance

Date	RN	JH	MS	WM	DW	DH	Sue W	JF	AA	VR	MG	Total Attendance
18/5/23	X	X	X	X	X	X	X	X	X	X	X	11
13/7/23	X	X	X	X	X	Ap	X	X	X	X	X	10
7/9/23	X	Ap	X	X	X	X	X	X	Ap	X	Ap	8
19/10/23	X	X	X	X	X	X	X	X	X	X	X	11
7/12/23	X	X	X	X	X	Ap	Ap	X	Ap	X	Ap	7

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 01/04/23

No Reference	Payment	Gross	To pay	Heading	Invoice	Invoice	Details	Cheque
182	282346630	£239.09	£239.09	100/19/4	01/10/23		Cloudy It -	£239.09
185	426490430 Council - Office Rental	£320.00 £320.00	£320.00	100/2	04/10/23		South Staffordshire District	
179		£57.22	£57.22	100/10	11/10/23		British Telecom - October 2023	
173	21630744 Mileage £27.98	£27.98	£27.98	100/18/1	18/10/23		Mrs Amy Watson - Vehicle	
178	410397294 the parish£2,900.00	£2,900.00	£2,900.00	130/2/1	18/10/23		Mr. Alan Cadman - Planting for	
181	21489096 Insurance£1,150.15	£1,150.15	£1,150.15	100/8	18/10/23		Clear Councils - Local Council	
183	506844768 Maintenance£210.30	£210.30	£210.30	120/3	18/10/23		Lyncraft Marketing - Fingerpost	

184	264368873	£93.15	£93.15	190	18/10/23	Npower Limited - CCTV	£93.15
187	831512058	£65.00	£65.00	160/1/2	18/10/23	Nash Gooderham - First Aid	
	Cover for 18/11/23	£65.00					
	Christmas Lights Event						
188	482901527	£15.43	£15.43		18/10/23	Mr. Malcolm Bissell - Mileage	
	and Expenses	£15.43					
1	£6.75			100/18/1	M Bissel	October Mileage	
2	£8.68			120/99	Timber	to Repair MF Fence	
189	37505156	£300.00	£300.00	160/1/2	18/10/23	Wildwood Alpacas - Alpacas for	
	Christmas Event	£300.00					
190	143304142	£63.00	£63.00	100/6/1	18/10/23	Wheaton Aston Village Hall	
	Management Committee	£63.00					
	- PC Meeting Hall Hire						
186	356299264	£144.00	£144.00	100/3/1	19/10/23	SLCC Enterprises Ltd - ILCA Jess	
	Shulman	£144.00					
172	631049846	£1,800.00	£1,800.00	130/2/3	25/10/23	Staffordshire County Council -	
	Reduction of Speed	£1,800.00					
	Limit on Ivesty Road, WA						
	Sub Total	£7,385.32	£7,385.32				
	£4,387.83	£4,387.83	Confidential				
Total		£11,773.15	£11,773.15				

Lapley Stretton & Wheaton Aston Parish Council

Income transactions - receipts approval list

Start of year 01/04/23

Tn no	Ref.	Gross	Vat	Net	Cttee	Invoice Details	Ref.
date						Total	
9	£367.73		£0.00	£367.73	PC30/09/23	Unity Trust Bank - interest	
	on working reserves						
Total		£367.73	£0.00	£367.73			

Bank Account Reconciled Statement

Unity Trust - Current Account	1111559/2035784	30-98-00
Statement Number	31	Bank Statement No. 31
Statement Opening Balance	£76,477.07	Opening Date 01/10/23
Statement Closing Balance	£63,721.14	Closing Date 31/10/23
True/ Cashbook Closing Balance	£63,721.14	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
31/10/23		British Telecom	57.22	0.00	76,419.85
31/10/23	143304142	Wheaton Aston Village Hall	63.00	0.00	76,356.85
	Management Committee				
31/10/23	171023	EE	52.78	0.00	76,304.07

31/10/23	21489096	Clear Councils	1,150.15	0.00	75,153.92
31/10/23	21630744	Mrs Amy Watson	27.98	0.00	75,125.94
31/10/23	224728653	Jessica Shulman			
31/10/23	251023ds	Dangerous Sheep Events	1,230.00	0.00	73,520.78
31/10/23	264368873	Npower Limited	93.15	0.00	73,427.63
31/10/23	282346630	Cloudy It	239.09	0.00	73,188.54
31/10/23	343436843	Staffordshire County Council	890.41	0.00	72,298.13
		Superannuation Fund			
31/10/23	3540014645	Mrs. Josie Morris			
31/10/23	356299264	SLCC Enterprises Ltd	144.00	0.00	72,081.07
31/10/23	37505156	Wildwood Alpacas	300.00	0.00	71,781.07
31/10/23	39441351	Mrs Amy Watson			
31/10/23	410397294	Mr. Alan Cadman	2,900.00	0.00	67,055.17
31/10/23	426490430	South Staffordshire District Council	320.00	0.00	66,735.17
31/10/23	482901527	Mr. Malcolm Bissell	15.43	0.00	66,719.74
31/10/23	506844768	Lyncraft Marketing	210.30	0.00	66,509.44
31/10/23	631049846	Staffordshire County Council	1,500.00	0.00	65,009.44
31/10/23	727077441	HMRC	895.89	0.00	64,113.55
31/10/23	741880066	Mr. Malcolm Bissell			
31/10/23	831512058	Tactical services	65.00	0.00	63,721.14

Uncleared and unrepresented effects

Total uncleared and unrepresented	0.00	0.00
0		

Reconciled by Amy Watson

Signed

Clerk / Responsible Financial Officer

Chair

Appendix 3

Lapley, Stretton and Wheaton Aston Parish Council Environmental and Sustainability

In accordance with the duty imposed on town and parish councils by Section 40 of the Natural Environment and Rural Communities Act 2006, updated by Section 102 of the Environment Act 2021, Lapley, Stretton and Wheaton Aston Parish Council (LSWA PC) will in exercising all its functions have regard to the purpose of conserving biodiversity.

This duty also means that town and parish councils can spend funds in conserving biodiversity.

DEFINITION

According to Defra (Biodiversity 2020), biodiversity is the variety of all life on Earth. It includes all species of animals and plants – everything that is alive on our planet.

Biodiversity is important for its own sake and has its own intrinsic value. A number of studies have shown this value also goes further. It is the building block of our 'ecosystems'. These provide us with a wide range of goods and services that support our economic and social wellbeing. These include essentials such as food, fresh water and clean air, but also less obvious services such as protection from natural disasters, regulation of our climate, and purification of our water or pollination of our crops. Biodiversity also provides important cultural services, enriching our lives.

Policy Statement

Lapley, Stretton and Wheaton Aston Parish Council (LSWA PC) is committed to preserving and protecting the environment by adopting an environmental and sustainability policy

Aims

LSWA PC is committed to protecting the environment including foot/bridle paths and the natural heritage of the Parish, recognising the importance and value of the area and its contribution to quality of life for villagers and the wider community.

Council activities

In carrying out its own activities the Parish Council will strive to make a positive contribution to protecting the local and wider environment. It will seek to promote the conservation and sustainable use of natural resources and to minimise environmental pollution in all its own activities and through its influence over others.

Parish Council responsibilities

The Parish Council owns pieces of land at Marston Field, Primrose Play Area, Badger End, Lapley Green, and shared ownership of the land at Broadholes Lane which sites the Platinum Jubilee Allotments. Within Marston Field there is a cordoned off wet nature area which has been left as a biodiverse area. There is a further area which was planted as a wild flower area and a second wildflower area at the allotments.

The Parish Council are not responsible for the grass cutting of verges, but will work alongside South Staffordshire County and Staffordshire County Council to ensure they are appropriately cut. LSWA PC is responsible for cutting the grass at the aforementioned areas along with the hedges and also maintain the dog walk area at Marston Field.

Minimise waste and pollution:

- a. Reducing the use of resources
- b. Re-using materials whenever possible
- c. Recycling when waste is produced
- d. Seek to eliminate the unnecessary use of energy and reduce carbon and greenhouse gas emissions.
- e. Provide information electronically as much as possible.
- f. Avoid and advocate against the use of single-use plastic items.
- g. Minimise the environmental impact of travelling on Council business, where practicable and safe, by, walking, cycling, car sharing or the use of public transport.
- h. Holding meetings by on-line mechanisms such as "webinars" where possible

Procurement

When purchasing services and goods, where practical and economical, and in line with best value outlined in other policies the Parish Council will give preference to:

- a. Local suppliers
- b. Options that are environmentally friendly

- c. Products that have been manufactured from recycled materials
- d. Products that can be disposed of in an environmentally sustainable manner.

Contractors and maintenance

The Parish Council will require that contractors, councillors and volunteers who carry out maintenance on Parish-managed land, or on other areas of the Parish at the instigation of Council officers:

- a. Minimise the use of harmful pesticides and chemicals
- b. Minimise adverse impacts on air quality
- c. Undertake the work in a manner that, where practicable, benefits wildlife and the environment
- d. Where practicable use locally sourced plants grown in the UK. In appropriate locations encourage the use of native, wildflower and bee friendly species.
- e. Goods and services are purchased locally, where possible, to reduce mileage and packaging. In addition, we try to combine meetings to save on travel

Decision Making

In its decision making the Parish Council will take careful consideration of:

- a. The importance of encouraging walking, cycling and the use of public transport when practicable.
- b. The need to reduce, re-use and recycle to protect resources
- c. The need to avoid adverse impacts on air quality
- d. The need to conserve and improve natural habitats
- e. The need to protect vulnerable and protected species
- f. The need to conserve the natural beauty of its woodlands, The Green and surrounding landscape.
- g. Goods and services are purchased locally, where possible, to reduce mileage and packaging. In addition, we try to combine meetings to save on travel

Trees and hedges

In maintaining our trees and hedges , we will:

- a. Organise regular tree inspections
- b. Remove dead, dying and dangerous trees
- c. Remove dangerous and damaged limbs
- d. Endeavour to replace large specimen trees with similar species, particularly at Marston Field .

If works are required, this will be programmed as necessary as per the tree policy

General

Where the Parish Council has the opportunity, in a way that is both practical and economic, it will: a. Discourage the use of single use plastics within the parish

- b. Discourage all forms of littering
- c. Encourage the conservation and sustainable use of natural resources.
- d. Encourage reduction, re-use and recycling of resources within the Parish.
- e. Encourage the use of materials and systems that improve energy efficiency of developments, new-builds, extensions and renovations to reduce greenhouse gas emissions.
- f. Encourage new-builds, extensions and renovations to be nature friendly, located close to public transport and amenities and to provide electric vehicle charge points.
- g. Encourage local action in support of the environment
- h. Highlight the importance and value of our local environment and its contribution to our community's quality of life
- i. Ensure the nature conservation value of The Green at Wheaton Aston and The Green at Lapley, Marston Field, Primrose Play Area and Broadholes Lane Platinum Jubilee Allotments, and the wet nature area at Martson Field and surrounding landscape by encouraging maintenance and enhancements.
- j. Recognise the importance of trees, hedgerows and deadwood, as an essential corridor for the movement of wildlife, and a support for animals and plants.

- k. Encourage and work closely with Staffordshire County Council maintain the Public Rights of Way (PROW) to foster and encourage biodiversity whilst still meeting the legal requirements to clear them to the required widths.
- l. Encourage the provision of cycle lanes and footpaths.
- m. Encourage any person or organisation carrying out works in the Parish to do so in line with this policy.
- n. Provision of insect hotels, bird feeders, swift/swallow nests and bird nests in Broadholes Play Area, Lapley Green and Primrose Play Area
- o. Biodiversity in public spaces. LSWA PC is not responsible for the highway verges, although, it has identified suitable areas that can be replaced with a wildflower area and will work with South Staffs District Council to implement this.
- p. Guidance is also sought from the Tree Officer at South Staffordshire District Council.
- q. Designate and protect sites as local green spaces, new play spaces (formal and informal) and green infrastructure networks, encouraging local residents into the fresh air, walking or cycling rather than using their cars for local journeys. LSWA PC have produced a map board displaying local walks.
- r. All employees submit online time sheets for work reducing the need for printing and postage
 - s. Staff try, where possible, to bring in their own lunch therefore reducing the use of single use packaging.
- t. Soap dispensers are refillable.

What does LSWA PC plan to do?

LSWA PC is aware that there are still measures to be introduced which include, but are not limited to, the following:

- To comment on small and large planning applications. Planning decisions will be made by the local planning authority, which needs to hear from those that support the applications. The UK needs to increase the amount of renewable energy it generates by around eight-fold. Comments to include how an application can aid the environment, can the application support renewable energy?
- Move to a 'paperless council' where councillors will be provided with a tablet for meeting purposes and purchase a projector for the public to view documents. This will remove the requirement of paper copies in meetings
- Office staff to reduce the paper files held and aim to reduce printing by storing files in the cloud with the support of Cloudy IT.
- Engage with the Local Plan and future developments regarding different sources of energy generation, i.e. solar panels.
- Encourage young people to engage with activities which are already taking place.
- Encourage walking by: employees and Councillors should also be encouraged to walk, cycle or use public transport or car-share where possible.
- Encourage residents to increase biodiversity in their back gardens.
- Bring together groups of people for bulk purchases or purchase goods with other local authorities
- Oppose high-carbon developments, promoting sustainable alternatives instead.
- Encourage national changes to bus services regulations, so all areas can regulate buses as London does, and urban profit-making routes can cross-fund loss making rural routes.
- Reduce pesticide use and other harmful activities.
- Encourage residents and local landowners to take part in tree planting. The Tree Charter, developed by the Woodland Trust, provides excellent guidance on how to increase tree cover. The National Association of Local Councils website provides case studies where it has been used¹. Also, the Trees for Climate scheme supported by the Forest of Mercia provides free trees for large landowners.
- Buying green electricity helps develop new renewable energy. Friends of the Earth has identified "Ecotricity", Good Energy and Octopus as the greenest energy companies.
- Support the introduction of safe walking and cycle routes and, where necessary, work in partnership with the local authority to deliver them. To introduce a 'map board' with the local walking routes highlighted

¹ NALC website, The Tree Charter, link to the NALC website for information on the tree charter.

- Ensure the climate change or nature implications of decisions are known before making them. It isn't credible to accept the need for rapid action on climate change and nature and then make decisions without knowing whether they'll be harmful or helpful. Requiring every decision to be well informed is common sense as well as good practice.

This Action Plan will be a flexible, working document that can be added to when required.

Parish Council Reserves Policy

Purpose

1.1 Lapley, Stretton and Wheaton Aston Parish Council (LSWA PC) is required to maintain adequate financial reserves to meet the needs of the organisation. The purpose of this policy is to set out how the Council will determine and review the level of reserves.

1.2 Sections 32 and 43 of the Local Government Finance Act 1992 require local authorities to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement. However, there is no specified minimum level of reserves that an authority should hold and it is the responsibility of the Responsible Financial Officer (RFO) to advise the Council about the level of reserves and to ensure that there are procedures for their establishment and use.

The Joint Panel on Accountability and Governance Practitioners Guide (JPAG) (March 2022 edition) advises: 'As with any financial entity, it is essential that authorities have sufficient Reserves (General and Earmarked) to finance both their day-to-day operations and future plans. Smaller authorities have no specific right to accumulate funds via the precept. All reserves should be reviewed and justified regularly (i.e. at least annually). It is good practice to transparently publish both the level and rationale of all reserves.'

Types of reserves

2.1 Reserves can be categorised as general or earmarked (but only for a specific item(s) / project(s)).

2.2 Earmarked reserves can be held for several reasons:

- i. Renewals – to enable the council to plan and finance an effective programme of equipment replacement and planned property maintenance. These reserves are a mechanism to smooth expenditure so that a sensible replacement programme can be achieved without the need to vary budgets.
- ii. Carry forward – of underspend on a identified project which cannot be spent in the budget year. Reserves are used as a mechanism to carry forward these resources.
- iii. Insurance reserve – to enable the Council to meet the excesses of claims not covered by insurance.
- iv. Other earmarked reserves may be set up from time to time to meet known or predicted liabilities.

2.3 General reserves are funds which do not have any restrictions as to their use.

General Reserves

3.1 The use of this is not restricted. It can be used to smooth the impact of uneven cash flows, offset the budget requirement, or can be used to cope with unexpected events or emergencies.

3.2 NALC'S Good Councillors Guide on Finance and Transparency suggests – 'Local councils need to hold an amount in reserves to meet unexpected expenditure, otherwise they could run out of money before the end of the financial year. **A council should typically hold between 3 and 12 months expenditure as a general reserve.** If the general reserve is too low then it may not be enough to cover unexpected expenditure or emergencies, whilst if the general reserve is too high then local electors have paid a tax which is not being used for the benefit of the local community'.

3.2 The Parish Council has adopted the following policy for this reserve:

- i. It is intended to maintain the General Reserve at a level approximate to **6 months precept income (based on the precept for the previous year)**, but at all times there should be sufficient to cover staff salaries for two months.
- ii. If the balance is drawn down, replenishment will be provided for in the next annual budget.
- iii. If the General Reserve is exhausted due to extreme circumstances, the Council may make emergency borrowings from Earmarked Reserves, which will be replaced in the next annual budget.

Earmarked reserves

4.1 Earmarked reserves will be established on a “needs” basis, in line with anticipated requirements and will be reviewed annually when setting the forthcoming budget.

4.2 Any decision to set up a reserve must be made by the Council.

4.3 Expenditure from reserves can only be authorised by the Council.

4.4 Reserves will not be held to fund ongoing expenditure. This would be unsustainable as, at some point, the reserves would be exhausted. To the extent that reserves are used to meet short term funding gaps, they will be replenished in the following year. However, earmarked reserves that have been used to meet a specific liability would not need to be replenished, having served the purpose for which they were originally established.

4.5 All earmarked reserves are recorded on the budget spreadsheet which lists the various earmarked reserves and the purpose for which they are held.

4.6 Reviewing the Council’s Financial Risk Assessment is part of the budgeting and year end accounting procedures and identifies planned and unplanned expenditure items and thereby indicates an appropriate level of Reserves.

5. Review

5.1 This Policy shall be reviewed annually.

Date

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This website is run by Lapley, Stretton and Wheaton Aston Parish Council (LSWA PC). We want as many people as possible to be able to use this website. For example, that means you should be able to:

- change colours, contrast levels and fonts
- zoom in up to 300% without the text spilling off the screen
- navigate most of the website using just a keyboard
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We’ve also made the website text as simple as possible to understand.

[AbilityNet](#) has advice on making your device easier to use if you have a disability.

How accessible this website is

We know some parts of this website are not fully accessible:

- you cannot modify the line height or spacing of text
- most older PDF documents are not fully accessible to screen reader software
- live video streams do not have captions
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What to do if you cannot access parts of this website

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Reporting accessibility problems with this website

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Enforcement procedure

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 (the 'accessibility regulations'). If you're not happy with how we respond to your complaint, [contact the Equality Advisory and Support Service \(EASS\)](#).

Contacting us by phone or write to us.

You can contact us as follows:

Name: Lapley, Stretton and Wheaton Aston Parish Manager

Address: Office FF028, The Business Hub, Wolverhampton Road, Codsall, Staffordshire, WV8 1PX

Telephone: 01902 327091 / 07495789051

E-mail: office@wheatonastonparishcouncil.gov.uk / assistant@wheatonastonparishcouncil.gov.uk.

Technical information about this website's accessibility

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This website is partially compliant with the [Web Content Accessibility Guidelines version 2.1](#) AA standard, due to the non-compliances listed below.

Non accessible content

The content listed below is non-accessible for the following reasons.

- Some form elements do not contain a title attribute.

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Disproportionate burden

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It's not possible for users to change text size without some of the content overlapping. This fails WCAG 2.1 success criterion 1.4.4 (resize text).

Content that's not within the scope of the accessibility regulations

PDFs and other documents

Many of our older PDFs and Word documents do not meet accessibility standards – for example, they may not be structured so they're accessible to a screen reader. This does not meet WCAG 2.1 success criterion 4.1.2 (name, role value).

Some of our PDFs and Word documents are essential to providing our services. For example, we have PDFs with information on how users can access our services, and forms published as Word documents. By September 2020, we plan to either fix these or replace them with accessible HTML pages.

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How we tested this website

This website was last tested in November 2023. The test was carried out by Staffordshire County Council Digital Team.

We tested pages of different content types (e.g. landing page, content page, contact page) for accessibility using the WAVE web accessibility evaluation tool by WebAIM.

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