



**Minutes of the Meeting of Lapley, Stretton & Wheaton Aston Parish Council held on Thursday 23<sup>rd</sup> January 2025 at Lapley and Wheaton Aston village hall.**

**In attendance:**

Cllr W Millington - **Wheaton Aston (Chairman)**

Cllr D Hodgkiss- **Stretton**

Cllr J Hodgkiss- **Wheaton Aston**

Cllr V Renfrew – **Lapley**

Cllr R Nelson -Wheaton Aston (Vice Chairman) and South Staffordshire District Council

Cllr J Ford – **Wheaton Aston**

Cllr Sue Whittingham - **Wheaton Aston**

Cllr. M. Griffiths – **Lapley**

Cllr D Weate- **Wheaton Aston**

Cllr M Smith - **Wheaton Aston (arrived 7.10pm)**

**Also in Attendance:**

Mrs A Watson – **Parish Clerk**

**Apologies:**

Cllr A Anderson - **Stretton**

Cllr M Sutton- **Staffordshire County Council**

**Absent:**

**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 local councils

CMDR: Commander

WACFR- Wheaton Aston Community First Responders

FOM: Forest of Mercia

VO: Village Orderly

## **Public forum**

No one in attendance

### **114. To consider apologies**

Apologies and reasons for absence were received and approved from Cllr Anderson

### **115. Declaration of Interests**

None to declare.

### **116. Approval of minutes**

**Resolved** to approve and sign the minutes of the meeting of Lapley, Stretton and Wheaton Aston Parish Council held on 5<sup>th</sup> December 2024 as a true and correct reflection.

### **117. To receive report from Parish Council Clerk**

#### **Clerks Report**

#### **Information**

- 2.12.24 Concern regarding overgrown tree on Marston Rd raised with SCC to cut back.
- 03.12.24 Scheduled a series of support posts on Facebook for mental health, sign posting to County Council and NHS campaigns.
- 03.12.24 Scheduled a series of support posts on Facebook for personal safety over the Christmas period, sign posting to police campaigns.
- 9.12.24 Storm damage to fencing at MF, repaired.
- 10.12.24 Request sent to housing plus to clean the pond at Sowdley Green
- 10.12.24 Concern sent to SSC re the hedges along Ivestsey Road
- 12.12.24 National highways info: M54 concrete road renewals – advance notification We are planning to carry out resurfacing work on the M54 between junction 2 and junction 4, in both directions. We plan to start our work at the end of February 2025. To carry out our work safely, there will be eight full weekend closures of the M54 between junction 2 and 4, from 8pm on Friday to 6am on Monday. We will also close the M54 overnight on the Thursdays prior to each of our full weekend closures. To reduce the impact on road users, we will close the M54 in one direction at a time. We have carefully considered the delivery of this work. Our full weekend closures will enable us to carry out our work safely and allow the concrete to set to the required strength. Whilst we work at this location, we will have a dedicated public liaison officer (PLO) available to answer any questions that may arise. We will share further information once the delivery of our work has been confirmed.
- 12.12.24 Social Media update for a series of posts signposting residents for help for mental health over the Christmas period including those grieving, for cold weather support for driving and looking out for neighbours.
- 6.1.25 Shadow soldier WA has been bent.
- 6.1.25 Christmas light calculations approved and forwarded to eon.
- 6.1.25 Resident request received to clean up the pond at Sowdley Green and add more litter bins. SSC member copied re bins and clerk contacted Sanctuary housing about the pond- the estates team will clean the pond in the summer when the water level is lower.
- 6.1.25 Drainage report received for Marston Field, this has been shared with county member and highways officers. Awaiting dates from officers to meet on site
- 6.1.25 SSC have submitted the Local plan to the inspectorate.
  - 6.1.25 Meeting request received from a developer to discuss proposals to develop site 094 (rear of Primrose play area), council dates sent, and this will be advertised when confirmed. Clerk chased for attendance on 23<sup>rd</sup> Jan 25- agent will be present on 6<sup>th</sup> March meeting.
  - 6.1.25 Meeting request received from a developer (Evolve planning) to discuss proposals to extend Bridge View, developer to hold an exhibition at the village hall for members and the public.
- 8.1.25 Street Scene team emailed about rubbish left on roads following the recycling bin emptying- street scene returned to clear the mess, it had already been cleared.
- 8.1.25 Temporary Road Closure, Shop Lane, Brewood, shared on social media, website and with councillors.
- 13.1.25 Fence at Marston Field behind the Skate Park broken. Temporary repair completed, pending suitable conditions for a permanent fix.

14.1.25 Temporary Road Closure, Shutt Lane, Brewood, shared on social media, website and with councillors.

14.1.25 member are encouraged to read the devolution white paper regarding unitary councils and the closure of district and county councils [English Devolution White Paper](#)

An allotment committee meeting is due to be held in February.

### Action plan item update

Business continuity plan has been implemented.

Outstanding items update.

- 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. 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-. residents have received a letter from SCC rights of way to cease using the alley as an extension of the garden as it is to be reopened. Clerk has emailed SSC safety officer regarding this (jan 2025)
- Post office – no premises found., this has now been taken on at district level.

### Consultations

**Closing 31.3.25 SSC Social Housing Allocation [Social Housing Allocations Policy Consultation | South Staffordshire District Council](#)**

### Meetings/Events

20.1.25 Parish resilience summit (SPCA)

6.2. 25 Parish Summit SSC-CANCELLED

21.1.25 Clerk- pension Iconnect training

23.1.25 Clerk allotment management training

23.1.25 Clerk quarterly meeting

Date	Day	Time	Event	Places
<b>January</b>				
14 <sup>th</sup>	Tuesday	10 am – 12 pm	CiLCA Autumn 24 intake	10
14 <sup>th</sup>	Tuesday	7 pm – 9 pm	Councillor Introduction	20
15 <sup>th</sup>	Wednesday	10 am – 12 pm	Clerk's Induction	1
16 <sup>th</sup>	Thursday	7 pm – 9.30 pm	Councillor Development	20
<b>February</b>				
3 <sup>rd</sup>	Monday	7 pm – 8 pm	SPCA Health & Wellbeing 'How to' guide	25
4 <sup>th</sup>	Tuesday	10 am – 11 am	SPCA Health & Wellbeing 'How to' guide	25
5 <sup>th</sup>	Wednesday	7 pm – 9.00 pm	Introduction to Planning	20
11 <sup>th</sup>	Tuesday	10 am – 12 pm	Clerk's Induction	1
13 <sup>th</sup>	Thursday	10 am – 12 pm	CiLCA Autumn 24 intake	10
18 <sup>th</sup>	Tuesday	10 am – 12 pm	Clerks – The Knowledge	20
19 <sup>th</sup>	Wednesday	7 pm – 9.30 pm	Explore Chairmanship	20
<b>March</b>				
12 <sup>th</sup>	Wednesday	10 am – 12 pm	Clerk's Induction	1
13 <sup>th</sup>	Thursday	7 pm – 9.30 pm	Councillor Development	20
19 <sup>th</sup>	Wednesday	10 am – 12 pm	CiLCA Autumn 24 intake	10
26 <sup>th</sup>	Wednesday	7 pm – 9 pm	Councillor Introduction	20
<b>April</b>				

8 <sup>th</sup>	Tuesday	7 pm – 9.30 pm	Explore Chairmanship	20
10 <sup>th</sup>	Thursday	10 am – 12 pm	Clerk's Induction	1
29 <sup>th</sup>	Tuesday	10 am – 12 pm	CiLCA Autumn 24 intake	10
<b>May</b>				
6 <sup>th</sup>	Tuesday	10 am – 12 pm	Clerk's Induction	1
14 <sup>th</sup>	Wednesday	7 pm – 9.30 pm	Councillor Development	20
15 <sup>th</sup>	Thursday	10 am – 12 pm	CiLCA Autumn 24 intake	10
<b>June</b>				
4 <sup>th</sup>	Wednesday	10 am – 12 pm	Clerk's Induction	1
19 <sup>th</sup>	Thursday	7 pm – 9 pm	Councillor Introduction	20
25 <sup>th</sup>	Wednesday	7 pm – 9.00 pm	Introduction to Planning	20
26 <sup>th</sup>	Thursday	7 pm – 9.30 pm	Explore Chairmanship	20

#### **Items emailed to councillors.**

- 9.12.24 SCC Planning ap 24/01038/FULHH
- 6.1.25 South Staffordshire Local Plan Examination
- 6.1.25 Bruton Knowles- letter regarding proposal for Land 094
- 6.1.25 Evolve planning details regarding stage 2 of Bridge View development.
- 6.1.25 SSC local plan submission
- 6.1.25 SPCA Parish resilience summit details
- 9.1.25 SSC Social housing consultation
- 9.1.25 BKV Judges report
- 9.1.25 Shop Lane, Brewood Temporary Road Closure
- 14.1.25 Shutt Lane, Brewood, Temporary Road Closure
- 15.1.25 SSC details regarding Staffs plans for council restructure.

#### **Use of devolved powers**

VO £89.55 materials for guttering and water butt at the allotments (from SCC climate grant)

#### **Response to planning comments:**

24/01038/FULHH

#### **SSC Planning Decision**

17/00905/REM - Grey Farm 12 High Street Wheaton Aston Stafford South Staffordshire ST19 9NP. Approval of Reserved Matters for the Scale: The height, width, length, and overall appearance of each of the buildings. The Appearance: The visual impression. The Landscaping: Private and public space (hard and soft landscaping) pursuant to 13/00799/OUT for a residential development of nine properties.

#### **Annual Play Area Inspections:**

These have been carried out, and work has been allocated. The cable runway and the net climber will be removed from the site in Spring 2025. Other than removing those two play equipment items, all other items are included and allocated for ongoing routine maintenance and monitoring.

Chairman highlighted that two developers have contacted the PC regarding future developments of Bridge Croft and site 0094 rear of Primrose play area. It is anticipated that the developer representing site 0094 will attend the March meeting- this will be advertised. Site 0094 has not been taken forward in the local plan due to the site needing removal of agricultural and, loss of mineral land as it is near Motte Meadows.

The developer for the extension of Bridge Croft has advised they will hold a public consultation.

Clerk is responding to a query regarding plans around the use of village roads when the WMI is complete, SSC are to share the routes that have been built into the plan.

Clerk attended a clerk meeting to discuss the devolution process. It is likely to affect Staffordshire in the next 2 years, no decision has been made yet on how the structure will look, what council buildings will remain and how this will affect parishes. Parishes have been recognised as serving the community most locally and it is the hope that they will remain with discussion around how the parishes may look in the future.

Clerk recommended members read and responds the government consultation on standards in councils [Strengthening the standards and conduct framework for local authorities in England - GOV.UK](#)

There are a number of other consultations being held that would benefit members to have knowledge of:

- [Local audit reform – a strategy for overhauling the local audit system in England](#) – closes 29 January
- [Ending funding for Local Enterprise Partnerships functions](#) – closes 10 February.
- [Local authority funding reform: objectives and principles](#) – closes 12 February.
- [Compulsory Purchase Process and Compensation Reforms](#) – closes 13 February.
- [Introducing permitted insurance fees for landlords, freeholders and property managing agents](#) – closes 24 February.
- [Strengthening the standards and conduct framework for local authorities in England](#) – closes 26 February.
- [Reforms to the Energy Performance of Buildings Regime](#) – closes 26 February.
- [Planning Reform Working Paper: Brownfield Passport](#)
- [Planning Reform Working Paper: Planning Committees](#)

#### **118. To receive report from Staffordshire County Council**

Unavailable

#### **119. To receive report from South Staffordshire Council**

Devolution is height of discussion, unclear as to what the structure will be going forward, anticipated changes by 2028.

#### **120. Financial matters (appendix 1)**

**Resolved:**

- a) To approve the expenditure and income for November and December 2024
- b) To approve the reconciled statements for all accounts to 31<sup>st</sup> December 2024
- c) To receive the Financial Summary to 31<sup>st</sup> December 2024
- d) To receive the financial comparison to 31<sup>st</sup> December 2024
- e) To note payments/decisions made under delegated powers.

#### **121. Planning recommendations**

To consider planning matters including

- a) Planning applications received after the agenda papers distributed: 25/00008/COU Flat 2 Spar Stores School Road, change of use of two-storey flat to hairdresser salon **resolved** 'No objection, signage to be in keeping with the area'.

#### **122. Play Areas**

MF Project to receive recommendations from the working group on:

#### **Points of Consideration**

#### CCTV:

It was considered that the current CCTV is due for an upgrade as technology has advanced substantially since it was installed.

New CCTV should be installed to cover the pump track and the news play equipment.

**Resolved:**

Initial works to source power to the far side of the field near the copse

Lighting:

Consideration was given to lighting. Marston Field is very dark with no streetlights in the area. Whilst there have been issues in the past with anti-social behaviour, it was considered that the increased footfall in the area would assist with the decrease in ASB. **Resolved:** to investigate costs of installing lighting around the track (bollard size columns)

Drainage:

There have been historical issues with the middle of the play area drainage, and councillors reported that there are two obvious dips in the centre, likely as result of issues with the drain owned by Highways in Marston Road. Discussion took place and it was considered that asking a resident who is a civil engineer to look at the field, alongside contacting highways to request attention to the drain.

**Resolved:** Initial action to have a study completed of the field

Parking:

Discussion took place about the park attracting people from other areas within the parish, or further afield. Explore turning the entrance to the park into a small car park and moving the gate and adding a fence to secure the area. This would need careful consideration due to the drainage issues.

**Vote** Who would agree to carparking on site? Yes 0 No 11

**Resolved** not to add in a car park.

Pavement:

Pavement on the St Mary's school side does not run to the park. There is a footpath. Consider if highways will improve this.

Grant Application:

Continue to add to the spreadsheet for funding opportunities. Check Severn Trent funding is open.

Dog access

Check if there is a way to enforce no dogs in the main field. No dogs allowed.

Equipment

The working group agreed that the plans reflect what the surveys suggested, and the play equipment and exercise equipment is appropriate.

**Resolved:** LSWAPC will engage with Kompan and advise they are wanting to use the company and spec but need to raise funds first

Consult with the parish spring 2025 on plans.

Project

It was decided to break down the project into stages over 2025 and 2026.

Stage 1:2025

Complete study and ensure drainage are working correctly

Stage 2:

Add cctv to far side of the field.

Stage 3: Create pump track 2025/26.

LSWA PC Minutes 23<sup>rd</sup> January 2025

Potentially UKSPF funding coming out appropriate to pay for the pump track.

Stage 5: 2026/2027

Renovate the play equipment and add in gym equipment.

### 123. Bleed kit usage training

Update received from Cllr Whittingham on the proposed training. Bleed kits are now in each defib box, seventeen farms have also been provided with them. CFR are able to pay for one training session, additional sessions will be £60 per session. CRF will provide two bleed kits for the training session **resolved** advertise paid for session and provide a further session if the demand is there.

### 124. Best Kept Village Competition

**Resolved to** enter into the 2025 competition (WA and Lapley)

Purchase several more litter pickers and hi viz.

Clerk requested updates on community groups to update the community spirit booklets, details to be received by end February.

Cllr Smith and Ford to lead WA Cllr Renfrew to lead Lapley.

### 125. Social Housing allocation consultation

[Social Housing Allocations Policy Consultation | South Staffordshire District Council](#)

The allocation of housing is a pressing issue across the UK, as demand for affordable homes continues to outstrip supply. A policy granting first refusal to local people with established ties to the area is a means to strengthen community bonds, support the local economy, and foster long-term stability. LSWA PC believes that innovative yet fair ways to prioritise those with strong connections to the community must be considered when allocating housing. This process needs to be fair, transparent, and well-regulated. Clear criteria to determine eligibility, such as a minimum number of years residing in the area, familial connections, or current employment within the community and comply with existing equality and anti-discrimination laws.

Communities thrive when they are built on a foundation of shared history and mutual support. In prioritising local people in housing allocation can help preserve the unique character of an area. Long-standing residents, particularly those with family roots in the community, often have a deep understanding of local challenges and an inherent investment in the area's success. These individuals are more likely to participate in local activities, contribute to community initiatives, participate in voluntary work, or public service roles, contribute significantly to the social and economic fabric of their community. and support neighbourhood cohesion. Ensuring that housing remains accessible to these individuals ensures that the economic benefits stay within the community rather than being exported elsewhere.

Furthermore, ensuring that local people can access housing prevents the displacement of families and individuals who have contributed to the community over generations. This is particularly important in rural areas such as our wards where residents can be priced out of their own communities by incoming buyers or renters.

In prioritising residents could limit opportunities for others who are equally in need of housing. To address this a balanced approach that combines local prioritisation with allocations for those in urgent need, such as individuals fleeing domestic violence or facing homelessness should be implemented (as per section 2.3).

### 126. Policy review (appendix 2)

Resolved review adopted of the Graffiti Management Policy

**127. 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. no pavement or street Lighting in Malthouse Lane- request to be reviewed.**

**128. Date of next meeting:** Thursday 6<sup>th</sup> March 2025 at the earlier start time of 6.30pm at Lapley and Wheaton Aston Village Hall

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

Meeting closed at 8.00pm

**Council Attendance**

Date	RN	JH	MS	WM	DW	DH	Sue W	JF	AA	VR	MG	Total Attendance
23/5/24	X	X	X	X	X	X	X	X	X	X	X	11
18/7/24	Ap	X	Ab	X	X	X	X	X	Ap	Ap	Ap	6
5/9/24	X	X	X	X	Ap	X	X	X	Ap	X	Ap	8
17/10/24	X	X	Ap	X	X	X	X	X	X	X	X	10
5/12/24	X	X	X	X	AP	X	X	X	AP	X	X	9
23/01/25	X	X	X	X	X	X	X	X	Ap	X	X	10
6/3/25												

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 & Wheaton Aston Parish Council*

*Income transactions - receipts approval list Start of year 01/04/24.*

*Tn no Ref. Gross Heading Cttee Invoice Details Ref.  
date Total*



40 £550.00 40/1 PC 18/12/24 Perton Parish Council - recharge for the Xmas tree as organised by lswpc.

41 £315.78 33 PC 31/12/24 Unity Trust Bank - interest on reserve account

Total £865.78

Lapley Stretton & Wheaton Aston Parish Council

Expenditure transactions - payments approval list Start of year 01/04/24

Payment

No	Payment Reference	Gross	To pay Reference	Heading	Invoice	Invoice	Details
226	-£467.33	-£467.33		100/10 04/12/24	inv07615733		WaterPlus - Water invoice for allotments
230	32752808	£606.00	£606.00	190 05/12/24	39605		SGS Systems Limited - CCTV Monitoring for 2025
232	228830369	£89.25	£89.25	100/6/1 05/12/24	Email051224		Wheaton Aston Village Hall Management Committee - Village Hall for PC meetings
231	230940055	£1,291.99	£1,291.99	120/1/1 06/12/24	2089		Ditton Services - Monthly Grounds Maintenance 1 Contract
228	£18.88	£18.88	170	09/12/24	Equals Card		FairFx Pre-Paid Card - 2 x Address Labels
225	£59.94	£59.94	100/10	11/12/24	MO31 5G		British Telecom - Monthly BT bill
229	68112345	£111.58	£111.58	100/12 12/12/24	102567235		Ricoh U K Limited - Photocopier/printer
233	2290089	£68.40	£68.40	100/18/1	12/12/24	Expenses Claim	Mrs Amy Watson - Mileage: Remembrance, Form Container and Christmas Lights
234	178136050	£170.86	£170.86	100/2 12/12/24	101436		South Staffordshire District Council - Office Rent Uplift for Oct, Nov, and Dec
235	215705231	£237.60	£237.60	12/12/24	73664		The Play Inspection Company Ltd - Annual Inspection of Marston Field and Primrose Play Areas
1	£108.30	140/8/1					Primrose Road Play Inspection
2	£129.30	140/8/2					Annual Inspection Marston Field Play Area
236	36850788	£9.45	£9.45	100/18/1	12/12/24		Mr. Malcolm Bissell - Mileage
237	524902749	£239.09	£239.09	100/19/4	12/12/24	inv-d-05858	Cloudy It - IT support and tablets
238	63730608	£3.15	£3.15	100/18/1	12/12/24		Mr. Malcolm Bissell - Mileage
239	£380.00	£380.00	100/2	12/12/24	101621		South Staffordshire District Council - Monthly Office Rent
245	121224SC	£150.00	£150.00	100/16 12/12/24			Staffordshire County Council - annual website charge
246	1212124bra	£1,240.00	£1,240.00	160/1/2 12/12/24			Bradshaws - Xmas tree costs (total recharge due dshaws from Perton pc of £550)
250	vocard (part of scc grant)	£89.55	£89.55	175 13/12/24			Wickes - materials for water butt at allotment
247	311224utb	£10.50	£10.50	100/21 31/12/24			Unity Trust - bank charges 1/22-30/11
248	311224utb	£0.30	£0.30	100/21 31/12/24			Unity Trust - bank charges (chq)

249 171224ee	£56.56	£56.56	100/10	31/12/24	EE - monthly charges	£56.56
Sub Total	£4,365.77	£4,365.77				
£4,886.38	£4,886.38	Confidential				
Total	£9,252.15	£9,252.15				

#### Bank Account Reconciled Statement

Unity trust working reserves	20419150	60-83-01
Statement Number	34	Bank Statement No. 34
Statement Opening Balance	£50,832.40	Opening Date 01/12/24
Statement Closing Balance	£52,648.18	Closing Date 31/12/24
True/ Cashbook Closing Balance	£52,648.18	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
09/12/24	Transfer 0.00	1,500.00	52,332.40		
31/12/24	Unity Trust Bank 0.00	315.78	52,648.18		
Uncleared and unrepresented effects					
Total uncleared and unrepresented		0.00	0.00		
Total debits / credits		0	1815.78		

#### Bank Account Reconciled Statement

Unity Trust - Current Account	1111559/2035784	30-98-00
Statement Number	45	Bank Statement No. 45
Statement Opening Balance	£53,149.48	Opening Date 01/12/24
Statement Closing Balance	£42,684.43	Closing Date 31/12/24
True/ Cashbook Closing Balance	£42,684.43	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
09/12/24	Transfer 1,500.00	0.00	51,649.48		
31/12/24	British Telecom 59.94	0.00	51,589.54		
31/12/24	Mr. Malcolm Bissell	0.00	51,233.07		
31/12/24	Jessica Shulman	0.00	50,763.59		
31/12/24	Mrs. Josie Morris	0.00	50,678.54		
31/12/24	Perton Parish Council	0.00	550.00	51,228.54	
31/12/24	Staffordshire County Council	165.70	0.00	51,062.84	
Superannuation Fund					
31/12/24	Staffordshire County Council	799.30	0.00	50,263.54	
Superannuation Fund					
31/12/24	South Staffordshire District Council	380.00	0.00	49,883.54	
31/12/24	SJones Containers	0.00	96.00	49,979.54	
31/12/24	1212124bradshaws	Bradshaws	1,240.00	0.00	48,739.54
31/12/24	121224SCC	Staffordshire County Council	150.00	0.00	48,589.54
31/12/24	171224ee	EE	56.56	0.00	48,532.98
31/12/24	178136050	South Staffordshire District Council	170.86	0.00	48,362.12
31/12/24	215705231	The Play Inspection	237.60	0.00	48,124.52
Company Ltd					
31/12/24	228830369	Wheaton Aston Village Hall	89.25	0.00	48,035.27
Management Committee					
31/12/24	2290089	Mrs Amy Watson	68.40	0.00	47,966.87
31/12/24	2309400551	Ditton Services	1,291.99	0.00	46,674.88
31/12/24	311224utb	Unity Trust	10.80	0.00	46,664.08
31/12/24	32752808	SGS Systems Limited	606.00	0.00	46,058.08
31/12/24	356052171	HM Revenue & Customs	942.42	0.00	45,115.66
Only					
31/12/24	36850788	Mr. Malcolm Bissell	9.45	0.00	45,106.21

31/12/24	524902749	Cloudy It	239.09	0.00	44,867.12
31/12/24	63730608	Mr. Malcolm Bissell	3.15	0.00	44,863.97
31/12/24	68112345	Ricoh U K Limited	111.58	0.00	44,752.39
31/12/24	791649007	Mrs Amy Watson	42,684.43		

Bank Account Reconciled Statement

Uncleared and unrepresented effects

Total uncleared and unrepresented 0.00 0.00

Total debits / credits 11111.05 646

Reconciled by Amy Watson

Signed

Clerk / Responsible Financial Officer Chair

Bank Account Reconciled Statement

Fair FX prepaid card - Clerk 5116561022250691

Statement Number 20 Bank Statement No. 20

Statement Opening Balance £315.18 Opening Date 01/12/24

Statement Closing Balance £96.30 Closing Date 31/12/24

True/ Cashbook Closing £96.30

Balance

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
13/12/24	Transfer 200.00	0.00 115.18			
31/12/24	FairFx Pre Paid Card	18.88 0.00	96.30		

Uncleared and unrepresented effects

Total uncleared and unrepresented 0.00 0.00

Total debits / credits 218.88 0

Bank Account Reconciled Statement

equals card VO

Statement Number 6 Bank Statement No. 6

Statement Opening Balance £150.99 Opening Date 01/12/24

Statement Closing Balance £261.44 Closing Date 31/12/24

True/ Cashbook Closing £261.44

Balance

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
13/12/24	Transfer 0.00	200.00 350.99			
31/12/24	vocard Wickes	89.55 0.00	261.44		

Uncleared and unrepresented effects

30/11/24 No activity 0.00 261.44

Total uncleared and unrepresented 0.00 0.00

Total debits / credits 89.55 200

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/24 and 31/12/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Barclays savings account £52,749.13

equals card VO £100.00

Fair FX prepaid card - Clerk £26.74

Unity Trust - Current Account £9,401.62

Unity trust working reserves £75,780.09

Total £138,057.58

RECEIPTS Net Vat Gross

Parish Council £180,616.55 £0.00 £180,616.55

Total Receipts £180,616.55 £0.00 £180,616.55

PAYMENTS Net Vat Gross

Parish Council £149,778.47 £17,412.39 £167,190.86

Total Payments £149,778.47 £17,412.39 £167,190.86

Closing Balances  
 Ordinary Accounts  
 Barclays savings account £55,792.92  
 equals card VO £261.44  
 Fair FX prepaid card - Clerk £96.30  
 Unity Trust - Current Account £42,684.43  
 Unity trust working reserves £52,648.18  
 £151,483.27  
 Total £151,483.27

Bank Account Reconciled Statement

Barclays savings account 73219496 20-08-64  
 Statement Number 40 Bank Statement No. 40  
 Statement Opening Balance £55,792.92 Opening Date 01/11/24  
 Statement Closing Balance £56,001.57 Closing Date 31/12/24  
 True/ Cashbook Closing £56,001.57

Balance					
Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
31/12/24	021224barclays	Barclays Bank	0.00	208.65	56,001.57
Uncleared and unrepresented effects					
Total uncleared and unrepresented		0.00	0.00		
Total debits / credits		0	208.65		

Appendix 2

## Graffiti Management Policy

### PURPOSE

The purpose of this Policy is to provide a framework for managing graffiti and to support the government’s plans for a cleaner, greener county <https://www.gov.uk/government/publications/environmental-improvement-plan>

LSWA PC promotes respect for the environment and will strive for a Cleaner, Greener, Sustainable and Safer Environment.

This policy seeks to improve the street scene and reduce the fear of crime, for the benefit of all those who live in, work, and visit the parish

LSWA PC will work with Agencies and Utility Companies to reduce graffiti on street furniture and other apparatus.

LSWA PC will work with the Police and other organisations to reduce the occurrence of graffiti

### POLICY INTENT

LSWA Parish Council recognises the significant community impact of graffiti and will minimise and manage the impacts of graffiti through the implementation of the Graffiti Management Program.

The main objectives of this policy are to:

1. Minimise the incidence of graffiti on public property.
2. Reduce the impact of graffiti on residents and business operators.
3. Increase quality of community life in relation to personal safety and security.
4. Reduce the financial impact of responding to graffiti.

### POLICY

The Council’s approach to graffiti management is based on the following principles:

- Prevention - Reducing unacceptable levels of litter, detritus, fly posting and graffiti forms a key part of Government’s ‘Cleaner Safer Greener Communities’ Strategy.

- Eradication – LSWA PC has a duty to remove graffiti from its own property, just as the maintenance of privately owned items of street furniture is the responsibility of their respective owners.
- Detection and reporting – LSWA PC are committed to making the parish a Safer, Cleaner and Greener as detailed in the Anti-Social Behaviour Act 2003 and the Clean Neighbourhoods and Environment Act 2005
- Enforcement - Under certain circumstances, Graffiti is classified as a criminal offence under the Criminal Damage Act 1971. The Police Service is the only enforcement agency with the legislative powers to prosecute an offence of Criminal Damage
- Community information and education – LSWA PC will publish this policy on the Council’s website and will work with other agencies to reduce graffiti in the Parish. When asked to do so, the Parish Council will advise members of the public on whom to contact regarding graffiti removal from private property.

The Council will respond to graffiti within the Parish via the following strategies:

#### Reporting Graffiti

LSWA PC will encourage the community to report incidents of graffiti to the Parish Council Clerk online or over the phone – [office@wheatonastonparishcouncil.gov.uk](mailto:office@wheatonastonparishcouncil.gov.uk) / [assistantparishcouncil.gov.uk](mailto:assistantparishcouncil.gov.uk) 07495789051/ 01902 327091

#### Prioritisation of Graffiti Removal on The Council Assets

Removal of graffiti on LSWA PC assets is prioritised based on the type of graffiti, with priority given to the removal of offensive, racist or defamatory graffiti and/or graffiti on prominent sites or sites of significance within the community.

#### GENERAL STATEMENTS AND DEFINITIONS

Definition of Graffiti: Graffiti can include drawings, scribbles, messages or ‘tags’ that are painted, written, sprayed, or etched on walls and other surfaces.

Definition of Offensive Graffiti: Offensive Graffiti is illegal and unauthorised and may contain some or all of the following elements:

- Offensive language
- Language of a political, radical, religiously insulting, or inciting nature
- A graphically explicit image
- Any statement declaring hatred of any person or group

The following table outlines the graffiti removal timelines on LSWA PC’s assets depending on the type of the graffiti.

TYPES OF GRAFFITI	PRIORITY REMOVAL TIME
<p><b>Type 1</b> Racist, defamatory, offensive graffiti on The Council assets and/or prominent sites or sites of significance.</p>	<p>As soon as practically possible from when it is reported.</p>
<p><b>Type 2</b> All non-offensive or other types of graffiti.</p>	<p>Within one week of it being reported</p>

**PLEASE NOTE: Timescales based on staffing and weather conditions.**

**Graffiti Prevention**

LSWA PC aims to reduce graffiti through a community development approach that engages the community and partners with other levels of government, local businesses, and the police.

**Removal of Graffiti on Private Property and other Local Authorities**

LSWA PC does not remove graffiti from private property. The Council will only remove graffiti from Council owned assets. Residents are encouraged to report Graffiti incidents to the Police and the property owners.

The Clerk will signpost residents to the correct Local Authority when a graffiti incident involves the property of a local authority.

**REVIEW**

This Policy will be reviewed every year from the date of adoption of the policy, or more frequently as required.

Adopted January 2024

Revised January 2025

DRAFT