



**Minutes of the Meeting of Lapley, Stretton & Wheaton Aston Parish Council held on Thursday 17<sup>th</sup> January 2019 at Lapley and Wheaton Aston Village Hall**

**In Attendance:**

Cllr T Noblett	Wheaton Aston (Chairman)
Cllr W Millington	Wheaton Aston
Cllr. M. Griffiths	Lapley
Cllr M Fox	Lapley (Vice-Chairman)
Cllr P Timson	Wheaton Aston
Cllr A Anderson	Stretton
Cllr Sue Whittingham	Wheaton Aston
Cllr S Whittingham	Wheaton Aston

**Also in Attendance:**

Mrs A Watson	Parish Clerk
A member of the press	
PCSO Lloyd	Staffordshire Police
Cllr R Wright	South Staffordshire Council

**Apologies:**

Cllr P Elson	Wheaton Aston
Cllr Mrs B Cox	Wheaton Aston
Cllr M Sutton	Staffordshire County Council
Cllr B Cox	South Staffordshire Council
Cllr B Wells	Stretton

**Absent:**

Public Forum

No public in attendance

**Standing Orders were imposed 7.30pm**

**155. To consider apologies**

Apologies were received and accepted from Cllr Mr B Cox, Cllr Wells and Cllr M Sutton

**156. Vice Chairman Election**

**Resolved** Cllr Griffiths is to act as Vice Chairman for the February meeting, proposed by Cllr Millington and seconded by Cllr Noblett

**157. Declaration of Interest/Dispensation**

Cllr Sue Whittingham declared an pecuniary interest in agenda item 171

## **158. Signing of the minutes**

The minutes of the meeting of the Parish Council meeting held on 6<sup>th</sup> December 2018 were signed as a true and correct copy.

## **159. Clerks Report**

### **Lapley, Stretton and Wheaton Aston Parish Council Clerks Report**

#### **January 2019**

##### **Information**

Grounds maintenance spec sent to Dittons Services, Bloomin Gardens, SSC and Perennial Landscapes for return by 11<sup>th</sup> Feb for three year contract starting April 2019

3.12.18 reported loose concrete around sign at Primrose Close play park to SSDC to repair.

4.12.18 – Concrete Slab on Primrose Close Play Area. Email sent to Came and Company to check legal implications of covering over the slab. 8.1.19 work completed

8.1.19 Sign at Primrose play area has been reported as missing

Over the Christmas break there have been a number of fires at Marston Field, police are aware incident 3738/1/19

10.1.19 Moles at Marston Field reported

##### **Consultations**

<https://www.sstaffs.gov.uk/doc/179763/name/70618-Locality%20Data%20Profile%202018%20DRAFT%20COPY.pdf/>

Draft Locality Profile

yourstaffordshirecard@staffordshire.gov.uk

##### **Meetings/Events**

10.1.19 Lapley Green with Penk Arb

14.1.19 Stafford Contingency Officer

15.1.19 Police accountability forum

16.1.19 Maintenance meeting 9.30am

St Mary's School 29<sup>th</sup> January 10am

Electrical contractor

##### **Training/CPD**

GDPR-ongoing

CILCA

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

3.12.18 (Planning) Application 18/00880/FUL

5.12.18 H Marshall Police accountability forum

5.12.18 planning ref 18/00981/FUL

6.12.18 SPCA News bulletin

7.1.19 Planning ref 18/00392/REM

8.1.19 Planning ref 18/00945/FUL

10.1.19 SPCA newsbulletin

##### **Enforcement –**

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

Planning ref 18/00392/FUL 'no objection'

##### **Decisions issued**

## **160. Police Report**

### **PARISH COUNCIL MEETING CRIME REPORT.**

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.

This Police Report covers the dates from 07/12/2018 – 17/01/2019.

Over this period of time there have been no crime trends to report or any burglaries or thefts that have taken place.

I'm happy to report that we have had no reported anti-social behaviour incidents involving youths within the parish. Although there have been a number of complaints on Facebook/social media sites regards youths causing issues off dirty lane next to the canal (these have not been reported to us).

Also speaking with the parish clerk we're aware of the fires that have been set in Marston Road playing fields. Local patrols will be monitoring these locations to identify any persons causing issues.

Pcso Lloyd & Price have Police Surgeries in place over the next month.

The following surgeries are...

23/01/2019: St Marys Church – 10:30hrs – 11:30hrs.

13/02/2019: St Marys Church – 10:30hrs – 11:30hrs

28/02/2019: Wheaton Aston Village Hall (parish & Police) 18:30hrs – 19:30hrs

PCSO Lloyd and PSCO Price monitor social media for concerns, these concerns need reporting to 101 or 999 in addition to social media. Without an official report these incidents not get logged. Police respond to what is called in Due to numerous fires at Marston Field there has been an increase in patrols  
A PC and PCSO joint surgery to be held on 28<sup>th</sup> February 2019 at 6.30pm  
Concerns raised about the safety of carers in the parish, police area aware of these issues

## **PCSO Lloyd left the meeting**

### **161. District Report**

Cllr Brian Cox has been appointed as cabinet member

Budget is almost complete, awaiting final figures from the Government.

New benefits system- people who are currently receiving Child benefit for more than two children will continue to do so.

### **162. County Report**

No report

### **163. Financial matters**

a) **Resolved** to accept the financial budget comparison to 9<sup>th</sup> January 2019

b) **Resolved** to accept the financial summary to 9<sup>th</sup> January 2018

c) **Resolved** to approve the expenditure for December2018/January 2019

d) **Resolved** to approve the payments noted under delegated powers as noted on the Clerks report

e) **Resolved** to accept the interim internal auditors report

### **164. Planning Recommendations: Resolved:**

a) Planning application: 18/00945/ FUL- 'No objections'

b) Planning application after papers sent

c) Planning decisions: None received

d) Enforcement Cases: None received

e) Delegated responses sent: 18/00392/REM- 'No objections'

#### **165. Working Group reports:**

- Christmas Lights: meeting 19<sup>th</sup> Feb 5pm
- HR: not required
- Maintenance/Forward Planning and Finance: Covered under agenda item 171

#### **166. Event at Weston Park**

Weston Park are due to hold a festival in July 2019. Cllr Anderson queried if the PC have received any information on scale, traffic plans etc , Parish Council have not had any involvement. Clerk to contact and query

#### **167.CCTV installation**

The Council considered installing CCTV Marston Field. ASB has been particularly high. Currently SGS have been advising the PC. Following the recent Police Forum it was suggested that the PC contact SSC and purchase the equipment compatible with the SSC CCTV system, Clerk to investigate further and report back

#### **168. Container application**

Item deferred until a response has been received from alternative venues

#### **169. Birkenshaw Lane**

No new information. Clerk has written to the Secretary of State (Environment and Rural Affairs) for support and is awaiting a response, MP Jeremy Lefroy has also contacted for a response.

#### **170. Litter**

Update from Cllr Anderson: concern have been raised about litter picking along the A5, recently this has been tackled, thanks to Street Clean, it is hoped that this is continued

#### **171. Lapley Green**

##### **Cllr Sue Whittingham left the meeting**

It has been difficult to obtain quotes to complete the works inclusively with several contractors declining to quote.

Three inclusive quotes have been received and one partial:

- Afeb (tree work only) £5250 plus vat
- Penkridge Arboriculture £11,005 (plus vat)
- Four Seasons £17998.00
- The Eden Company £29950.00 (plus Vat)

All contractors were given the same specification and plan (as previously approved) and asked to advise the PC on the best use of material/ tree removal and to quote as appropriate.

*Penkridge Arboriculture did not quote to plant any trees (with the exception of the Christmas tree) or wild flowers due to the time of year in submitting the quote(January) whereas all other contractors did.*

**Resolved** to appoint Penkridge Arborists for £11,005 plus vat and an additional £20% (£2201) for contingency based on the work as specified in the quote, subject to a signed Small Works Contract.

Additional work to be considered and completed once the work has been done: tree planting, wild flower planting and the possible installation of a flag pole and installation of the notice board. These will be an agenda item when relevant.

Turnock LTD have sourced contractors to quote to install an electrical supply to the Christmas tree. Clerk is awaiting quote. **Resolved to** budget £1500 and devolve powers to the Clerk to appoint a contractor and complete the work ahead of the renovation work

##### **Cllr Sue Whittingham returned to the meeting**

#### **172. Equal opportunity Policy**

**Resolved** to accept the policy which has been updated during the Clerks CILCA training

#### **173. Primrose Play Area Sign**

Over the Christmas period the new play area sign (funded by Cllr M Sutton SCC) warning drivers to be considerate of children playing has been removed. Clerk has been unable to locate it.

**Resolved** Clerk to purchase a replacement, expected cost £150.00

#### **174. Items for future**

Community Speed Watch

Police forum update

Update freight hub

**175. Date of next meeting**

The next meeting will be Thursday 28<sup>th</sup> February 2019 at 7.30pm, Lapley and Wheaton Aston Village Hall.  
6.30pm start for Pc and PCSO surgery

**Meeting closed 8.30 pm**

Signed.....Chairman  
.....Date

## Bank Account Reconciled Statement

28/11/18	fp323477250	Eastern Shires Purchasing Organisation	150.35	0.00	86,632.58
28/11/18	fp372713043ssdc	South Staffordshire District Council	260.00	0.00	86,372.58
28/11/18	fp39376709scp	Staffordshire County Council Superannuation Fund	526.09	0.00	85,846.49
28/11/18	FP457909090181127	Turnock Ltd	2,896.80	0.00	82,949.69
	TLT				
28/11/18	fp598262297ri	Ricoh U K Limited	392.97	0.00	82,556.72
28/11/18	fp631457675mb	Mr. Malcolm Bissell	0.00		
28/11/18	FP639832696181127	WOLVERHAMPTON WANDERERS FOUNDATION	150.00	0.00	82,148.95
28/11/18	fp694680314kd	Mrs Karen Daker		0.0	
28/11/18	fp747275562bg	Bloomin Gardens & Landscapes Ltd	1,930.20	0.00	79,999.23
28/11/18	fp801419055mb	Mr. Malcolm Bissell	3.15	0.00	79,996.08
28/11/18	fp804772675of	Office Furniture Online	198.00	0.00	79,798.08
28/11/18	fp83179976ta	Toplis Associates Ltd	252.42	0.00	79,545.66
28/11/18	fp871479794jm	Mrs. Josie Morris		0.00	
28/11/18	fp877639038kd	Mrs Karen Daker		0.00	
28/11/18	fp925558897aw	Mrs Amy Watson		0.00	
28/11/18	fp97720326ssdc	South Staffordshire District Council	600.00	0.00	77,396.05
28/11/18	fp990953521	A F E B Limited	2,695.00	0.00	74,701.05
28/11/18	HMRC Contra	HMRC	417.21	0.00	74,283.84
28/11/18	pf82056825ln	LexisNexis	110.99	0.00	74,172.85
29/11/18	fp764470509	Paul Woodhall Welder	480.00	0.00	73,692.85
13/12/18	fp707980445	Barclays savings	27,151.87	0.00	46,540.98

31/12/18	bacs311218	Unity Trust	29.55	0.00	46,511.43
31/12/18	Chq 300070	Sound Junkies	1,050.00	0.00	45,461.43
31/12/18	chq300072	Salvation Army	100.00	0.00	45,361.43
31/12/18	DD20181214MSD	Mainstream Digital Ltd.	10.18	0.00	45,351.25
31/12/18	DD20181217EE	EE	19.20	0.00	45,332.05
31/12/18	fp162345393tn	Turnock Ltd	312.00	0.00	45,020.05
31/12/18	fp16347312jrb	JRB Enterprises Ltd	137.22	0.00	44,882.83
31/12/18	fp177111971aw	Mrs Amy Watson		0.00	
31/12/18	fp191716276kd	Mrs Karen Daker		0.00	
31/12/18	fp27681156bg	Bloomin Gardens & Landscapes Ltd	201.00	0.00	43,119.89
31/12/18	fp402846926ws	Weston Sawmill & Nursery	180.00	0.00	42,939.89
31/12/18	fp585369287ad	Mrs. Alexa Davies	0.00		
31/12/18	fp60327747ssc	South Staffordshire District Council	260.00	0.00	42,624.91

# Bank Account Reconciled Statement

31/12/18	fp624376216spf	Staffordshire County Council Superannuation Fund	571.56	0.00	42,053.35
31/12/18	fp631311204ms	Microshade Business Consultants Ltd	88.68	0.00	41,964.67
31/12/18	fp705070696jm	Mrs. Josie Morris		0.00	
31/12/18	fp71161889hmrc	HMRC	476.99	0.00	41,415.43
31/12/18	fp76866617mb	Mr. Malcolm Bissell	4.45	0.00	41,410.98
31/12/18	fp770007998sja	St. John Ambulance	220.80	0.00	41,190.18
31/12/18	fp780857496aw	Mrs Amy Watson	20.20	0.00	41,169.98
31/12/18	FP818094361	HMRC	19.71	0.00	41,150.27
31/12/18	fp824357958kd	Mrs Karen Daker	8.10	0.00	41,142.17
31/12/18	fp866644413jpd	J P D Security	288.00	0.00	40,854.17
31/12/18	fp866899150mb	Mr. Malcolm Bissell		0.00	
07/01/19	239903576/7460484 90	Turnock Ltd	937.20	0.00	39,707.26

## Uncleared and unrepresented effects

27/11/18	fp160066732ms	Microshade Business Consultants Ltd	88.68		39,378.58
04/12/18	correction181204	A F E B Limited	539.00		38,839.58

T

# Bank Account Reconciled Statement

**Fair FX prepaid card**

**5116561022250691**

Statement Number

15

Statement Opening Balance

£287.87

Opening Date

01/10/18

Statement Closing Balance

£155.28

Closing Date

08/01/19

True/ Cashbook Closing

£155.28

Balance

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
24/10/18	fp815569141		0.00	110.49	398.36
01/11/18	fxcard20181026	Multiple Suppliers/ Customers	221.79	0.00	176.57
13/11/18	Transfer		0.00	263.18	439.75
22/11/18	fxcard20181112	Cusack Tools Ltd	319.66	0.00	120.09
28/11/18	fccard20181121	Amazon	23.98	0.00	96.11
28/11/18	fxcard20181018	Amazon	-79.65	0.00	175.76
28/11/18	fxcard20181026	Post Office Limited	9.37	0.00	166.39
31/12/18	FC20181213	Post Office Limited	11.11	0.00	155.28

## Uncleared and unrepresented effects

# Bank Account Reconciled Statement

<b>Barclays savings account</b>	<b>73219496</b>	<b>20-08-64</b>	
Statement Number	11		
Statement Opening Balance	£57,545.73	Opening Date	29/06/18
Statement Closing Balance	£84,783.72	Closing Date	09/01/19
True/ Cashbook Closing Balance	£84,783.72		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
09/10/18	recd barrclays	Barclays Bank	0.00	28.71	57,574.44
13/12/18	fp707980445		0.00	27,151.87	84,726.31
09/01/19	credit260618	Barclays Bank	0.00	28.69	84,755.00
09/01/19	credit31218	Barclays Bank	0.00	28.72	84,783.72

Uncleared and unrepresented effects

## Financial Summary - Cashbook

Summary between 01/12/18 and 09/01/19 inclusive.

Balances at the start of the year

### Ordinary Accounts

Barclays savings account	£57,545.73
Fair FX prepaid card	£75.65
Unity Trust - Current Account	£18,490.99
<b>Total</b>	<b>£76,112.37</b>

Balances at start of period

### Ordinary Accounts

Barclays savings account	£57,574.44
Fair FX prepaid card	£166.39
Unity Trust - Current Account	£73,364.17
<b>Total</b>	<b>£131,105.00</b>

RECEIPTS	Net	Vat	Gross
Parish Council	£57.41	£0.00	£57.41
<b>Total Receipts</b>	<b>£57.41</b>	<b>£0.00</b>	<b>£57.41</b>

PAYMENTS	Net	Vat	Gross
Parish Council	£6,402.45	£981.38	£7,383.83
<b>Total Payments</b>	<b>£6,402.45</b>	<b>£981.38</b>	<b>£7,383.83</b>

Closing Balances

### Ordinary Accounts

Barclays savings account	£84,783.72
Fair FX prepaid card	£155.28
Unity Trust - Current Account	£38,839.58
<b>Total</b>	<b>£123,778.58</b>

## Financial Budget Comparison

Comparison between 01/12/18 and 09/01/19 inclusive.

Excludes transactions with an invoice date prior to 01/12/18

2018/2019	Actual Net	Balance
-----------	------------	---------



## INCOME

### Parish Council

10	Precept	£103,088.00	£0.00	-£103,088.00
20	Grants	£0.00	£0.00	£0.00
32	Unity Trust Bank Interest	£0.00	£0.00	£0.00
40	Miscellaneous	£0.00	£0.00	£0.00
50	Barclay's Savings Account	£0.00	£28.72	£28.72
90	Prizes and Awards	£0.00	£0.00	£0.00
<b>Total Parish Council</b>		<b>£103,088.00</b>	<b>£28.72</b>	<b>£103,059.28</b>
<b>Total Income</b>		<b>£103,088.00</b>	<b>£28.72</b>	<b>-£103,059.28</b>

## EXPENDITURE

### Parish Council

100	General Administration	£22,645.00	£373.35	£22,271.65
110	Salaries	£40,190.00	£2,967.14	£37,222.86
120	Repairs & Grounds Maintenance	£31,096.00	£281.85	£30,814.15
130	Villages' Improvements	£1,050.00	£0.00	£1,050.00
140	Play Areas	£6,846.00	£0.00	£6,846.00
150	Subscriptions	£764.00	£0.00	£764.00
160	Christmas Celebrations	£10,501.00	£1,988.00	£8,513.00
170	Debit Card - General Expenses	£310.00	£11.11	£298.89
180	Donations	£2,700.00	£0.00	£2,700.00
190	Key Holder Salary	£0.00	£0.00	£0.00
200	Capital Expenditure	£0.00	£0.00	£0.00
<b>Total Parish Council</b>		<b>£116,102.00</b>	<b>£5,621.45</b>	<b>-£110,480.55</b>
<b>Total Expenditure</b>		<b>£116,102.00</b>	<b>£5,621.45</b>	<b>£110,480.55</b>
Total Income		£103,088.00	£28.72	-£103,059.28
Total Expenditure		£116,102.00	£5,621.45	£110,480.55
Funded by reserves			£0.00	
<b>Total Net Balance</b>		<b>-£13,014.00</b>	<b>-£5,592.73</b>	