



Minutes of the Meeting of Lapley, Stretton & Wheaton Aston Parish Council held on Thursday 5th September 2019 at Lapley and Wheaton Aston Village Hall

In Attendance:	<p>Cllr T Noblett Cllr Sue Whittingham Cllr A Anderson Cllr V Renfrew Cllr B. Cross</p>	<p>Wheaton Aston (Chairman) Wheaton Aston Stretton Lapley Wheaton Aston</p>
Also in Attendance:	<p>Mrs A Watson PCSO Lloyd</p>	<p>Parish Clerk</p>
Apologies:	<p>Cllr B Cox Cllr M Sutton Cllr R Nelson Cllr W Millington Cllr. M. Griffiths Cllr M Smith Cllr S Whittingham</p>	<p>Staffordshire District Council Staffordshire Country Council Wheaton Aston Wheaton Aston (Vice Chairman) Lapley Wheaton Aston Wheaton Aston</p>

Absent:

Public forum.

No queries brought forward

7.30pm. Chairman imposed standing orders

Resolved to move agenda item 57 and invited PCSO Lloyd to report

53. To consider apologies

Apologies and reasons of absence were accepted from Cllr W Millington, Cllr R Nelson, Cllr S Whittingham, Cllr M Smith, Cllr M Griffiths, Cllr B Cox and Cllr M Sutton

54. Declaration of Interest/Dispensation

None declared

55. Signing of the minutes

The minutes of the Meeting of the Parish Council held on 4th July 2019, the Extra Ordinary meeting of the Parish council held on 15th August 2019 were signed as a true and correct copy. The minutes of the Defibrillator Committee held on 20th August 2019 were noted for information.

56. Clerks Report September 2019

Information

29.6.19 Wooden bench removed from Marston Field due to vandalism
MPAN application completed for unmetered supply for CCTV
Resubmitted block and location plan for the CCTV application
5.7.19 Smashed glass at the football pitch at Primrose Play Area
15.7.19 Fly tipping at Marston Field and gate broken again
16.07.19 Vandalised, Wooden benches and gate on Marston Field, and broken logs on Broadholes leisure garden reported to 101 – Crime Ref: FZ/54682/2019
23.07.19 – Road sign at the junction of High Street and Sowdley Green damaged. Removed by the Village Order to await collection by Street Scene team.
30.07.19 – Complaint received via SSDC from a resident regarding a mole trap on Marston Field reported to the Pest Control Contractors who have visited the site. They believe the mower has gone over the trap and pulled it up. Tape is normally out around the area so it doesn't get disturbed. The trap he set is no longer around.
https://apps.roadworks.org/downloads/tm/rg_road-closure-ttro-second-notice-113921312-3173124.pdf road closure details effective from 27.8.19
4.8.19 insurance review complete
Ref 4168339 re A5 closure and road resurfacing
Planning application for CCTV has been approved
Planning application or the installation of a defibrillator in the Phone kiosk at Lapley Green gas been submitted
27.08.19 – Fire on Marston Field Reported to South Staffs Police ref fz/66572/2019
27.08.19 – Dangerous drain cover outside 22 Long Street, Wheaton Aston reported to SCC Highways (ref: . 4169531)

Maintenance

-repair of gate at Marston Field
- Grass reinforcement for the Zip wire re-fixed.

Consultations

SCC Statement of Community Involvement Consultation (closing date 24.7.19)
https://consultation.staffordshire.gov.uk/environment/draft-revised-statement-community-involvement-2019/user_uploads/revised-statement-of-community-involvement---june-2019---consultation-version.pdf
SCC 'Air Aware' <http://airaware.doingourbit.info>

Meetings/Events

15.8.19 5pm Xmas working group meeting
15.8.19 6.30pm Full PC meeting
20.8.19 Defibrillator Committee meeting

5.9.19 Lets work together- Dementia, Community Support

11.10.19 Parish Summit

Training/CPD

Awaiting – Health and Safety ran by SSC

Items emailed to councillors

1.7.19 M Bissell – damaged bench

15.7.19 SPCA bulletin 9.7.19

15.7.19 SSC Parish Summit

18.7.19 Chief Inspector M Ward response to concerns on call waiting to 101

4.8.19 Road closure details

4.8.19 South Staffs work Club grant request

4.8.19 SSC event safety

4.8.19 planning app 19/00268/AMEND

5.8.19 SPCA nesbulletin 1.8.19

5.8.19 SPCA bulletin 25.7.19

5.8.19 Planning app 19/00140/FUL

5.8.19 S Dores TPO details

5.8.19 Cllr Chapman grant request form

8.8.19 SPCA Newsbulletin

11.8.19 H Marshall Police Accountability Forums

14.8.19 Planning application 19/00600/FUL

15.8.19 SPCA newsbulletin

15.8.19 Cllr M Sutton A5 update

15.8.19 SSC Lets work together date

15.8.19 planning app 19/00601/LBC

28.8.19 SPCA newsbulletin 22.8.19

28.8.19 Planning Inspectorate re Birkenshaw Lane

Use of devolved powers

Replacement swing seats ordered from Primrose Play areas, cost £205.14 Wickstead

Play area inspections booked for September

HCI data domain (wheatonastonparishcouncil.gov.uk) renewed until September 2021 £72.00

£118 resubmitted planning application for the CCTV with amendments to the cabinet location
appointed Eon as the provider for the MPAN

purchased sleigh bells £10.50

purchased 2 x gazebos £246.98

purchased gazebo weights £59.97

Vired £35.00 from Village repairs to Orderly salary to account for Job 157

Planning Decisions

18/00392/REM – Granted Subject to Conditions

18/00167/FUL – Granted Subject to Conditions

18/00647/FUL – Granted Subject to Conditions

18/00945/FUL – Granted Subject to Conditions

19/00076/VAR – Granted Subject to Conditions

PCM advised that the budget set for the base installation and connection for the CCTV has come in over budget at £3150 plus the grounds work required by Eon (£811.72). **Resolved** to increase budget to allow for Potters Electrical and Eon to be appointed to undertake the work

PCM advised that Ricoh have offered a data clearance service on the out going printer:

**SECURE30 Ricoh Data Cleansing – Full Machine Sanitisation-£349
HDDREM - On-Site Hard Drive Removal .- £449**

Resolved to challenge Ricoh as under GDPR the expectation would be that the data was removed and therefore this service is not required.

PCM/Assistant Clerk to send a data sharing agreement to Ricoh to coincide with the contract

Resolved: Clerks report accepted

57.Policing reports

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 05/07/2019 – 05/09/2019.

Over this period of time there have been no crime trends to report. We've had one reported incident of a burglary dwelling, unknown offender force the rear patio doors in the hours of darkness taking, laptop, TV and cash.

We've also had two reported incidents of criminal damage caused, these incidents have been Marston Road playing fields and Broadholes playing gardens.

Over this period of time there has been the following Anti-Social Behaviour incidents...

Marston Road playing fields, youths at the location riding mini motos.

Primrose playing fields, youths kicking footballs against windows and playing loud music.

Long Street, adult male being verbally abusive and aggressive.

Local patrols will continue to monitor these locations to identify any persons causing issues or problems.

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

The following surgeries are...

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

24/10/2019: Wheaton Aston Village Hall – 18:30hrs – 19:30hrs.

58.District report

Unavailable

59.County report

Cllr Sutton forwarded the below for information

- A county librarian, foster family, university principal and football chairman were amongst the Staffordshire residents recognised in the Queen's Birthday Honours.
- The highly anticipated IRONMAN 70.3 Staffordshire saw crowds flock to watch the spectacle. Over 2,400 people took part in the race which started at Chasewater Country Park and ended in Stafford town centre.
- News of the next phase in a major £15m road scheme and the improvement work at the McArthurGlen Designer Outlet in Cannock will create easy road access to the site which is set to be completed in 2020
- As the number of nursing homes reduces, together with rising placement costs, cabinet have agreed to open a new facility in Burton with a £1.2m investment. Two further homes could then be built in other areas, this would increase capacity and offer good quality placements.

Cllr Sutton met with Cllr Anderson and residents re the resurfacing along the A5. Residents should have received a letter regarding the work, the letter was not received, The drains were not repaired before the surface went down, lanes were blocked and unable to take the traffic, workmen were rude to residents, no forewarning signs displaying the work. Cllr Sutton has advised that he will further the complaint regarding the management. Investigation into drain ownership, which is leaking, is ongoing.

60. Financial matters

Resolved:

- a) To approve July and August 2019 expenditure
- b) To note payments/decisions made under delegated powers

61.Planning Recommendations:

- a. Planning application 19/00600/FUL and 19/00601/LBC- Points of concern- do the building materials confirm and are sympathetic to existing materials? Are the right of way is to remain accessible? Concerns that there will be additional traffic and the impact this will have on residents using the Church. Concerns that there are bats and/or owls residing within the building.
- b. No applications received after meeting papers issued
- c. No enforcement cases to note
- d. No responses sent under delegated powers

62. Stretton

Concerns raised about the footpaths in the village with overhanging hedgerows. Cllr Anderson to report direct to SSC

63. Allotments

A request from a parishioner has been received regarding the provision of allotments within the parish.

Councillors are to consider this and bring to a further meeting, PCM to set up a poll on social media poll to gauge interest

64. Grant request

Resolved: to respond that the PC is unable to offer financial support

64. Financial Regulations

Resolved: the updated Financial Regulations from NALC were accepted

45. Working Group reports

- Christmas Lights- meeting held 15th August 2019, points confirmed were:
TEN and Road closure application is in hand
Relevant licenses have been applied for
Structural tests have been received on the columns
The offer from the dance school has been declined
The Place at Telford theatre have confirmed attendance
The generator and additional festoons have been ordered. A request for a quote for trestle tables has been made
Gazebo and weights have been purchased
SSC will be removing the plate ahead of the tree installation on 15th Nov, Afeb will be installing the tree
Stall holders have been in contact
Fire brigade and police have been invited to attend
Salvation Army and St Johns have confirmed attendance
Fair has confirmed attendance
Trailer has been arranged
Sound Junkies have quoted
Order of events has been confirmed
A budget for new lights for the tree at Lapley has been the at £200 with an annual running cost of £45
Meeting is Thursday 21st November at 6.30pm
- HR- no meeting
- Maintenance- **Resolved:**
To buy on to the weed spraying service from SCC at £350 twice a year to be added to the precept , a third spray will still be completed by SCC.
To precept for a bench replacement at Lapley Green and Marston Field, PCM to obtain costs including a 'leaf' design
Memorial benches- to consider at the next meeting, Clerk to write a policy including limiting the number of benches at each area. Marston Field:8 - Lapley Green:2 - Badgers End: 1- Sunnybank/Stretton:2- Primrose Play Area: 2

67.Policies

-decision

Resolved to adopt the following policies/risk assessments:

- Litter picker risk assessment (to be reviewed annually)
- Christmas Switch on event risk assessment (to be reviewed annually)
- Employee handbook
- Complaints Procedure
- Filming and Media Policy
- Risk Assessment and Management
- Vexatious complaints Policy
- Mobile Phone Policy

- Pension Policy
- Pension Policy Statement

68. Data Protection Impact Assessment- CCTV

Resolved the DPIA is sufficient and to accept the DPIA for the CCTV project at Marston Field

69. Speed issues on Ivetsey Road

Concerns have been raised about the speed of vehicles along Ivetsey Road. A parishioner recently had a traffic survey conducted which has been shared with the PC which indicates the high vehicular usage of the road.

Resolved to raise the concern with Cllr Sutton, enquire if there is a process to follow to reduce the speed limit and share the road traffic survey. PC to consider purchasing a SID – PCM to investigate and add to future agenda

70. To receive reports from Parish Council Representatives:

Resolved: reports were accepted as follows:

- Lapley & Wheaton Aston Village Hall Management Committee- bookings are down, committee are looking into refurbishing the stage and lighting
- Lapley & Wheaton Aston Recreation Ground Committee – beer festival 28th Sept, bonfire 2nd Nov, bookings are down , shortage of trustees
- Lapley & Wheaton Aston Old People’s Welfare Committee- meeting every Monday, today the annual ‘tea’ was held and was successful. Cater for between 15-20 people at each event
- Wheaton Aston Community First Responders – meeting on 19th Sept to discuss support for the PC to purchase defibs
- Parish Charities Trustee- no meeting
- Staffordshire Police Locality Accountability Forum- event due to be held on 18th September

71. 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.**

Lapley Green- Trees and hedge decision

Santa visit

Birkenshaw Lane

Snub the Hub update

BMX track presentation

SID update

Monthly meetings

The above items are brought forward to the October meeting due to a full agenda in September

72. Date of next meeting: 24th October 2019 at 7.30pm at Lapley and Wheaton Aston Village Hall

Meeting closed 9.40pm

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

DRAFT

Council Attendance

Date	Wheaton Aston							Stretton		Lapley		Total Attendance
	RN	SW	BC	WM	TN	MS	SueW	AA	VR	MG		
16/5/19	X	-	-	X	X	-	X		X	X	X	7/11
4/7/19	X	X	X	X	X	X	X		X	X	X	10/11
5/9/19	AP	AP	X	AP	X	AP	X		X	X	AP	5/10

Lapley Stretton & Wheaton Aston Parish Council

Expenditure transactions - payments approval list start of year 01/04/19

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque Total
69	fp87220291 6lswapcc	£286.00	£0.00	£286.00	18/07/19	Lapley With Wheaton Aston Parochial Church Council - Well Being Sessions	£286.00
70	fp23205879 1wavh	£36.80	£0.00	£36.80	18/07/19	Wheaton Aston Village Hall Management Committee - Hall Hire May 2019	£36.80
71	fp562174633	£300.00	£0.00	£300.00	18/07/19	The Salvation Army - Donation	£300.00
72	fp80826643 aw	£31.50	£0.00	£31.50	18/07/19	Mrs Amy Watson - Expenses - Jul	£31.50
1		£31.50	£0.00	£31.50		PC milage	
2		£0.00	£0.00	£0.00		PC Ink	
73	fp60287862 06ms	£100.20	£16.70	£83.50	18/07/19	Microshade Business Consultants Ltd - Monthly Charges - Jul	£100.20
74	fp24468532 1hci	£86.40	£14.40	£72.00	18/07/19	HCI Data Limited - Web domain renewal	£86.40
75	fp51075193 ed	£319.20	£53.20	£266.00	18/07/19	Edge IT Systems Ltd - Accounting Software	£319.20
76	fp10975739 4vict	£282.00	£47.00	£235.00	18/07/19	Vision ICT Ltd - Web hosting and support	£282.00
77	fp57108801 59kd	£8.10	£0.00	£8.10	18/07/19	Mrs Karen Daker - Expenses - May	£8.10
1		£8.10	£0.00	£8.10		PC milage	
2		£0.00	£0.00	£0.00		PC Ink	
78	fp90403858 3ph	£114.00	£0.00	£114.00	18/07/19	Post Haste - Stamps	£114.00
85	fp98970248 7hmrc	£670.58	£0.00	£670.58	18/07/19	HMRC - Tax - Jul	£670.58
86	fp51068529 2ssc	£260.00	£43.33	£216.67	18/07/19	South Staffordshire District Council - Monthly Office Rent -	£260.00

19 Jul -18 Aug

Lapley Stretton & Wheaton Aston Parish Council

Expenditure transactions - payments approval list start of year 01/04/19

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
87	fp39226906 3ws	£242.59	£40.43	£202.16 18/07/19	Wickstead Playgrounds - Repair of cradle seat at Primrose Play Park	£242.59
88	fp31862893 Okd	£16.65	£0.00	£16.65 18/07/19	Mrs Karen Daker - Expenses - June	£16.65
1		£16.65	£0.00	£16.65	PC milage	
2		£0.00	£0.00	£0.00	PC Ink	
89	fp75251994 03mb	£25.33	£0.00	£25.33 18/07/19	Mr. Malcolm Bissell - Expenses - June	£25.33
1		£6.75	£0.00	£6.75	PC Milage	
2		£18.58	£0.00	£18.58	PC Wood & Keys	
90	DD2019071 7EE	£19.70	£3.28	£16.42 18/07/19	EE - Monthly Mobile Charges - Jul	£19.70
91	DD2019071 5MSD	£16.97	£2.83	£14.14 18/07/19	Mainstream Digital Ltd. - Monthly Charges - Jul	£16.97
92	chq 300074	£1,000.00	£0.00	£1,000.00 18/07/19	Wheaton Aston Community First Responders - Running Costs of CFR vehicle	£1,000.00
93	fp11922775 72AW	£44.97	£0.00	£44.97 18/07/19	Mrs Amy Watson - Expenses - Jul 2	£44.97
2		£15.00	£0.00	£15.00	PC Postage	
3		£29.97	£0.00	£29.97	PC Books for School Comp	
94	fp1247226ds	£1,080.49	£180.08	£900.41 18/07/19	Ditton Services - Grounds Maintenance - 4th Instalment	£1,080.49
95	FX2019071 7rs	£9.99	£1.67	£8.32 18/07/19	Ryman Stationery - Pens	£9.99
96	FX2019071 7SSDC	£118.00	£0.00	£118.00 18/07/19	South Staffordshire District Council - Amendment to Planning Application for CCTV	£118.00
97	FX2019071 7Amazon	£317.45	£0.00	£317.45 18/07/19	Amazon - Gazebo, wieghts, bells for Xmas Lights	£317.45
98	DD2019071 8ICO	£35.00	£0.00	£35.00 18/07/19	Information Commissioner's Office - Annual Memebership	£35.00
119	dd150819ee	£19.70	£3.28	£16.42 15/08/19	EE - monthly costs	£19.70
99	fp190821es po	£40.20	£0.00	£40.20 21/08/19	Espo - inv 18072019	£40.20
100	fp190821a w	£52.39	£0.00	£52.39 21/08/19	Mrs Amy Watson - august expenses	£52.39
101	fp19081ssc	£260.00	£43.33	£216.67 21/08/19	South Staffordshire District Council - monthly rent	£260.00
102	fp210819kd	£7.65	£0.00	£7.65 21/08/19	Mrs Karen Daker - august expenses	£7.65

Lapley Stretton & Wheaton Aston Parish Council

Expenditure transactions - payments approval list start of year 01/04/19

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
103		£16.80	£0.00	£16.80 21/08/19	Mr. Malcolm Bissell - july expenses	

1	£13.50	£0.00	£13.50		PC mileage	
2	£3.30	£0.00	£3.30		PC wood for job 155	
104 fp190821kd	£8.10	£0.00	£8.10	21/08/19	Mrs Karen Daker - july expenses	£8.10
105 fp190821ms	£100.20	£16.70	£83.50	21/08/19	Microshade Business Consultants Ltd - monthly charge	£100.20
106 fp190821cc	£1,664.20	£0.00	£1,664.20	21/08/19	Came & Company - annual charge	£1,664.20
107 fp190821ds	£1,080.49	£180.08	£900.41	21/08/19	Ditton Services - monthly charge	£1,080.49
108 fp190821jrb	£137.88	£22.98	£114.90	21/08/19	JRB Enterprises Ltd -	£137.88
109 fp190827mb	£249.41	£0.00	£249.41	21/08/19	Mr. Malcolm Bissell - august salary	
110 fp190827aw	£1,425.30	£0.00	£1,425.30	21/08/19	Mrs Amy Watson - august salary	
111 fp190827ad	£58.63	£0.00	£58.63	21/08/19	Mrs. Alexa Davies - august salary	
112 fp190821js	£219.01	£0.00	£219.01	21/08/19	Mr. J. Smith - august salary	
113 fp190827jm	£7.37	£0.00	£7.37	21/08/19	Mrs. Josie Morris - august salary	
114 fp190827kd	£248.70	£0.00	£248.70	21/08/19	Mrs Karen Daker - august salary	
115	£667.74	£0.00	£667.74	21/08/19	Staffordshire County Council Superannuation Fund - monthly costs	
116	£655.38	£0.00	£655.38	21/08/19	HMRC - august costs	
117 fp280819ric	£352.57	£58.76	£293.81	28/08/19	Ricoh U K Limited - costs	£352.57
118 fp280819ssc	£404.41	£0.00	£404.41	28/08/19	South Staffordshire District Council -	£404.41
120 dd170819ms	£148.66	£24.78	£123.88	28/08/19	Mainstream Digital Ltd. - month;y costs	£148.66
Total	£15,612.91	£752.83	£14,860.08			

Signature

Signature