

Meeting of Pattingham & Patshull Parish Council  
Pattingham Village Hall, Pattingham  
Wednesday 13<sup>th</sup> July 2016 at 7.30pm

Minutes

**Present**

Cllr R Lines  
Cllr D Billson  
Cllr A Davies  
Cllr M Finch  
Cllr T Mason  
Cllr S Hubble  
Cllr K James  
Cllr G Deane

**Also present,** Mrs A Watson (Parish Clerk) 2 members of the public and 2 Police representatives

Public Forum

Concerns were raised by a parishioner regarding speeding along Westbeech Road. A debate has occurred on social media calling for a reduction on the speed limit. A parishioner with expertise of traffic control suggested that the speed signs and speedometer are currently positioned incorrectly.

Cllr James advised that he believes that the Speedometer is a district initiative and is temporary. Cllr Mason disagrees and will seek clarification.

Noted that the parish Council do not have input over where signs are located.

Concerns were raised regarding the flooding near the Perton crossroads. Cllr James gave an update – no new information on the cause or repair.

Concerns raised regarding the blocked drains adjacent to 3 Clive Road. A parishioner highlighted that he believed that there is a gas main below the drain and is concerned that the road is 'sinking'. This has previously been reported. Parishioners were encouraged to call highways with these concerns.

The Clerk and chairman had been sent a photograph earlier in the day of the 10A bus shown to be parked on the zig zag lines. This occurred as the school bus had not left and the public bus was due at the stop. Clerk had responded by emailing Arriva to notify of this hazard and forwarded the pictures. Council updated

37/16

Apologies

Apologies and reasons of absence were received and accepted from Cllr Hurford (work commitment) Cllr Burton (family commitment) Cllr Hughes (work commitment) Cllr Dyas (work commitment)

38/16

Declarations of Interest /Dispensations

None.

39/16

Signing of minutes

The minutes of the Parish Council held on 15<sup>th</sup> June were signed as a correct and true copy. Noted – incorrect title minuted for Insp Parsons

40/16

Police matters

Cllrs were asked to view the crime map and consider if this is more appropriate to view figures than the report generated. **Resolved** to use the crime map in future. PCSO Fryer was present and will inform her sergeant of the decision.

It was confirmed that the term 'sexual violence' includes domestic violence.

It was **resolved** that there is no need to seek further guidance from Insp Parson regarding the policy around reports.

Cllr Finch raised concerns that he has viewed youths to be in the youth shelter around 3am who appear to be drinking alcohol, he sought guidance on whether he should do – call 101 or 999 if immediate damage/concern.

Cllr Finch advised that he prevented a bbq from taking place in the shelter

The council were made aware of litter from a potential camp site at Hamley Park. Knight Frank are aware of the situation and have appointed a contractor to clean the area.

Cllr Mason received an email from Highways which has caused concern, it is suggestive that highways are unable to control speed issues regardless of what interventions are put in place.

**Resolved** Cllr Mason to forward the email to Ins Parsons for guidance.

#### 41/16 Clerks report

Clerk informed the Council of an invitation for the Community Council for the Best Kept Village competition. **Resolved**, all Cllrs are unable to attend.

Clerk advised that she has been offered a second job. **Resolved** Council is happy for the Clerk to undertake both positions.

Clerk will formally advise the chairman and chairman to respond accordingly

#### 42/16 Request for support

Council considered the request from Telford and Wrekin Council to support their campaign (#phr4me campaign) to retain services at Princes Royal hospital. This is a main hospital for residents in the Parish. **Resolved** to return the email pledging support to the campaign.

#### 46/16 Christmas light switch on

The electrical contractor (S Hopkins) has advised that new bulbs and festoons are required for use at Burnhill Green. The cost is significant (in the region of £1200) and not budgeted for. After consideration it was **resolved** that Clerk requests that the contractor trials the bulbs used in previous years over Pattingham shops and if possible they are to be used in the festoons currently allocated for Pattingham shops, a cost for new festoons at Pattingham shops will be obtained and considered at the next meeting.

The contractor advised that new clock is required for the trees outside Pattingham shops, expected cost is £80. **Resolved** not to replace the clock this year, Council are aware that the lights will permanently on and that the electricity bill will be increased.

**Resolved** that the switch on event will be held on Sunday 27<sup>th</sup> November in conjunction with St Chads first school. Parish Council is to cover the hall costs of approx. £90.00. Clerk is to reserve the fair. The donation from the fair is normally payable to the Playing Fields Committee. **Resolved** any donation is to be paid to the Playing Fields fabric fund.

#### 47/16 Risk assessment

The Council were presented with a risk assessment compiled using recommendations from the auditor.

It can be enhanced further and it was **resolved** that the HR committee prepare and approve the risk assessment.

49/16 Highways

Clerk, Cllr Mason and Cllr James met with S Griffiths to complete a walk of Pattingham to highlight areas of concern. Cllr Mason reported that a number of potholes were recorded by S Griffiths, the conditions of the pavement at Orchard Close, Hall End Lane and Patshull road were observed and the advice given was that whilst the pavements are unsightly and in need of repair they do not fall in to the urgent category. It was requested that an inspector visits the area to verify this and forwards a copy of the report to the Clerk so that parishioners can be advised accordingly. The schedule to repair these footpaths has been deferred until 2017.

Compliments were given to S Griffiths for the recent repairs along Rudge Road, they are to a high standard.

The issue of speeding on approach to Dodds Field was discussed. There are not any signs within the development and Highways do not have the authority to install any. S Griffiths will contact SSHA about erecting some signs.

Cllr Mas raised concerns on speeding on Westbeech Road after receiving a number of emails from Parishioners. The road is used for access to bridle paths by horse riders regularly, when on the road The riders have little opportunity to move for oncoming vehicles and speeding issues are a significant cause for concern. It was noted the 30mph signs outside Hardwick is not positioned correctly and cannot be seen in sufficient time on approach to the village.

Cllr Mason proposed that there are two options to eradicate the speeding issues: option one- Rumble strips are installed, option two- speed limit change markings are installed. Cllr Mason Approached the idea of reducing the speed limit to M Keeling who advised that there is not a demonstrated need to reduce the limit.

**Resolved** Cllr Mason and Cllr James are to meet with D gear and M Keeling during their scheduled visit (end of July) to consider the parking restrictions at Westbeech Road. Cllr Mason will discuss the idea of installing count down markers and Cllr Mason to report back to the Parish Council.

**Resolved** to discuss the idea of reducing the speed limit to 40 mph further. Councillors opinions were divided in their opinion on if a speed reduction is necessary.

it was noted that the school will be closed during the visit and therefore the issues with parking will not be a true reflection.

50/16 Stile Repair

A quote was received from J Ellis to install a dog gate in the stile at Butchers Alley as previously resolved. The quote for parts and labour was received for £100.00. A comparative cost for the gate inly was received for £49.99.

This would need additional work as it is of standard size and too big for the stile. **Resolved** to amount J Ellis to install the dog gate for a total cost of £100.00

51/16 Finance

The following income and expenditure were approved

| Date     |        |                                     |        |
|----------|--------|-------------------------------------|--------|
| 07.06.16 | 722665 | a watson reimbursement for padlocks | 24.00  |
| 07.06.16 | 722666 | black rose solutions audit 2015/16  | 157.22 |
| 07.06.16 | 722667 | information commissioner membership | 35.00  |

|           |        |   |          |
|-----------|--------|---|----------|
| 07.06.16  | 722668 | staffs county council eo meeting at st chads school | 12.75    |
| 07.06.16  | 722669 | SPCA membership                                     | 425.00   |
| 07.06.16  | 722670 | a watson reimbursement for picture for cllr burton  | 29.00    |
| 07.06.16  | 722671 | a watson reimbursement for stationery               | 10.00    |
| 07.06.16  | 722672 | Hmrc  | 51.87    |
| 07.06.16  | 722673 | a horton gardening                                  | 33.98    |
| 07.06.16  | 722674 | a watson working from home pmt                      | 150.00   |
| 07.06.16  | 722675 | a horton gardening                                  | 140.00   |
| 07.06.16  | 722676 | a watson june expenses                              | 45.98    |
| 07.06..16 | 722677 | watkins and jones planters                          | 300.00   |
| 07.06.16  | 722678 | community council of Staffordshire membership       | 25.00    |
| 07.06.16  | 722679 | ditton services 1st instalment                      | 1125.00  |
| 07.06.16  | 722680 | came and co insurance                               | 1700.32  |
| 13.06.16  | 722681 | j ellis footpath maintenance                        | 550.00   |
| 15.06.16  | 722682 | a watson paper reimbursement                        | 5.00     |
| 15.06.16  | 722683 | j williams litter                                   | 288.00   |
| 16.06.16  | 722684 | Hmrc  | 72.00    |
| 20.06.16  | 722685 | A watson ink reimbursement                          | 79.99    |
| 20.06.16  | 722686 | a horton gardening                                  | 125.00   |
| 23.06.16  | 722687 | a watson june wage                                  | 697.79   |
| 23.06.16  | 722688 | Hmrc  | 19.07    |
| 27.06.16  | 722689 | lgps contribution                                   | 198.23   |
| 27.06.16  | 722690 | j teague burnhill green bollard repair              | 50.00    |
| 29.06.16  | 722692 | ann raymonds flowers                                | 40.20    |
| 29.06.16  | 722693 | DW shotton drainage project                         | 19704.68 |

Total: £26,095.08

Thanks were given to Cllr Hughes for her input with the planters. It was noted that there is an annual budget of £400 for the planters, Cllr Hughes is aware of this and the winter payment will not total more than £100.00. £33.98 was reimbursed to A Horton for purchasing plants and weed killer, after discussion it was **resolved** that the Council would like to be informed of expenses prior to their purchase and Clerk to is to contact A Horton and request that authority for expenditure is sought before purchase. Clerk confirmed that the number of payments made to A Horton were for gardening and were due to the end of the previous method of payment and the beginning of the annual contract.

#### 52/16 NHT work

The NHT team will be visiting the Parish in September for 1 day. **Resolved** that the following areas need attention:

- The alley to Highpath from the shops is overgrown and needs attention. The alley from the butchers to Letchmere Close is also overgrown, Clerk to request they are cleaned.

The alley to Letchmere Close from the Wolverhampton Road is owned by SSHA and therefore it may not be appropriate work for the NHT. Clerk to request SSHA visit if the NHT are unable to.

Cllr Mason asked highways and SSDC if grass cuttings can be removed; it was confirmed that they would not be.

#### 52/16 Tennis Courts

- Pattingham Belles requested permission to purchase post protector pads for the netball posts **resolved** permission granted
- Ways to collate the tennis usage were discussed, there is not an accurate way to collate but figures from 2015 have been collated and can be used as a baseline measurement. **Resolved** Clerk to submit and to seek guidance from the PC when Sport England request numbers.
- Guidance from the tennis contractors is to pressure wash the courts yearly to prevent a build of residue which could prove to be slippery. **Resolved** Cllr Finch is to use a pressure washer (supplied by Cllr Mason) to gently wash the courts under the strict guidelines as stated by the maintenance guidelines issued by Leisure Surfaces. Council confirmed that Cllr Finch will not be held responsible for any damages incurred whilst trying to clean the courts. **Resolved** Cllr Finch can purchase a 60m hose pipe and connector at a maximum cost of £60 (to be reimbursed) for this purpose

**Cllr Mason proposed to move standing orders to 10.30pm, seconded by Cllr Davies**

#### 53/16 Burnhill Green Lease

- Knight Frank have confirmed that they are willing to add the village green to the existing lease. Copies of the lease were sent to Cllr Lines and he noted that the lease expired in March 2013, therefore there is not a lease in place.
- Knight Frank have indicated that they intend to increase the annual rent from £53.50 to £100.00 and have suggested that each party bear their own costs. Contractively they also indicate that the Parish Council contribute to a set cost from the Crown Estate solicitors of £1500, this has been queried and awaiting a response. It has been suggested to Knight Frank that the lease is extended for 25 years as opposed to 15 years, each party bears individual cost. This will be an agenda item when appropriate.
- Clerk advised that there has not been an annual inspection carried out at Burnhill Green park. Quotes have been obtained from Playdale at £210 and R Parry (initial contractor to install the park ) at £130, a third company ?????????????? failed to return their quote. **Resolved** to request that R Parry conducts an annual inspection and a cost of £130 plus vat. **Resolved** that G Deane will undertake a weekly inspection of the park and use the ROSPA forms for guidance, Clerk to be informed immediately of any issues

#### 54/16 Repairs required

- Repairs are required in the top pitch goal mouths, Cllr Line's has offered to repair by turfing and top soiling. **Resolved** Cllr Lines has a budget of £100 (to be reimbursed) to repair the mouths
- Recent complaints about the footpaths being overgrown have been received. Particularly Hall end lane/ Malbrook Lane Rudge Road. A resident has strimmed the footpaths off Malbrook lane but is no longer able to. **Resolved** to purchase a Stihl strimmer for parish

use and Cllr Lines and Cllr Mason will share the duty to maintain the footpaths Cllr Lines is to purchase the strimmer at a cost not exceeding £499 and will be reimbursed. Council are comfortable with this purchase not being purchased by the clerk.

- Complaints have been received that the verges along the Patshull Road are being damaged by vehicles parking on them and make it inaccessible for walkers. Wooden posts have been considered to be the most appropriate use of action rather than installing permanent boards. **Resolved** to purchase 6 wooden posts from Jacksons fencing at a cost of £12.90 (ex vat and delivery) each. Cllr Lines to install along the Patshull Road as required. Alternative supplier were viewed and dismissed. The posts by Jacksons fencing were the most appropriate.

#### 55/16 Contact list

Clerk has updated the contact list and has sought several quotes to print. The most appropriate was received from Printed.com at a cost of £144 for 1500 a6 post cards. **Resolved** to spend a maximum of £150 on 1250 A5 sized cards. Clerk is to update details and design and seek agreement by email and order as possible. It is not required to bring back to another meeting.

#### 56/16 Goal posts

Sleeves are required to install the junior goal posts ahead of the six week holidays. Several companies have been approached but due to the size it has proven difficult in sourcing the post. ASC metals of Wolverhampton can provide the tubes on a made to measure basis at a cost of £15 (plus VAT ) each.

**Resolved** Clerk to order and Cllr Billson to collect.

#### 57/ 16 Legionella Update

Clerk and Cllr Mason met with a representative for Environmental health to ensure that there is no concerns over legionella in the changing rooms. Advice given is that the water is not stored therefore there is minimal risk. The taps are periodically to be washed through and this is sufficient.

#### 58/16 Councillor reports

- District

#### REPORT ON HIGHWAYS MEETING attended by Parish Clerk, County Councillor Keith James and Simon Griffiths of County Highways

- **We inspected the road pot hole repairs carried out in the village and complimented the standard of work done, but identified further works still required in High Street and at the end of Hall End Lane just before the new development. Simon Griffiths accepted these as a report of further works required.**
- **The issue of speeding through the entrance to Dodds Field development was discussed. Highways do not have responsibility as the roadways on the estate have not been adopted. Simon would discuss with SSHA about signage on the approach to the pinch point.**
- **The footpaths at Orchard Close, Patshull Road and Hall End Lane were inspected. Although there was considerable deterioration of the surface, Simon did not consider that they represented a dangerous condition and as such could not be considered a priority and would have to await scheduled upgrade which was unlikely to be in the foreseeable future. I requested that we be given written confirmation of this opinion so that we could provide this as a response to**

**residents comments in future. I expressed concern that residents might feel we as a parish council were ignoring the issue.**

SPEED INTERVENTION AT WESTBEECH ROAD – This was also addressed at the above meeting and Councillor James requested that the parish consider whether they wished to have rumble strips on the approach to the 30 mph limit on entering the village. I have also received residents concern that the road to Perton along the ridge is 40mph whereas Westbeech is 60mph. Would we consider whether the limit should be reduced to 40mph either for the whole length to the Shifnal Road or at least from Nurton. This concern was raised by both walkers and horse riders.

I will bring to the meeting pricing for a strimmer / brush cutter. The parish clerk was not aware that a resident has been clearing undergrowth at both the Hall End Lane – Marlbrook and Marlbrook – Rudge Road footpaths. He does not feel able due to age to continue this and obviously the two cuts supposed to be included in John Ellis' remit are insufficient to deal with this. The council needs to consider and hopefully approve such a purchase and authorise reimbursement for the fuel required.

There are 3 planning matters for consideration in the parish. You will all have been circulated details for 16/00570/FUL, Birch Cottage, Great Moor Road, 16/00595/FUL, Nore Hill Farmhouse, Patsull Road, and 16/00568/FUL, The Sheepwalks, Nurton Hill Road. All parish comments are due by 25<sup>th</sup>/27<sup>th</sup> July. The district council is proposing to run a planning seminar for parish councillors later this year if sufficient interest exists. I would like to hear your feelings on this.

I have been informed of concerns that activities are being undertaken at Hall End Lane Farm which are not covered by present permissions. A request has been made that this is investigated by the District's enforcement team. However the site owners have now submitted a renewed application for a lawful use certificate similar to that turned down in 2015. This second application has been called in to be heard by the councils legal panel, unless a decision is made to refuse the application. As yet we have not had confirmation of the position.

Not on the report: Panning – Cllr Mason suggested that all Cllrs would benefit for planning training and would provide details of all available courses led by SSDC.

Clerk advised that planning as a generic heading was removed from the agenda as it was not descriptive enough however due to the infrequency of meetings applications are not being considered. **Resolved** to add planning as a heading to all agendas.

Recent communication from SSDC is that recycling centers are to be removed. Cllr Mason will be reporting this in his next article in the parish news.

There is discussion that school crossing patrols may cease, further details will be given when available.

#### County report

The County Council have confirmed that school crossing wardens costs are being reviewed throughout the County in order to compare usage of these provisions. Areas where there is a fall in the number of residents using a crossing will be considered by the County on the basis of the

criteria set for support of warden crossing costs. These may be subject to the withdrawal of the facility in future budget proposals.

The Community Highway Liaison Officer, Simon Griffiths visited Pattingham at the request of the Parish Clerk to look at the issues concerning residents for footpath and pothole problems that needed attention. I attended along with the District Councillor for Pattingham, Terry Mason to look at ways to resolve these issues. Notes were taken by the County Officer for inclusion in the schedules for attention and explanations given for work that has not been carried out for project costs or reasons that involve other agencies.

Flooding problems along the Wolverhampton road at the Perton cross roads at Jenny Walkers Lane caused by periods of heavy rain draining slowly are part of my remit at Perton Parish Council and have been reported for investigation and possible drain cleaning to alleviate this problem.

Speeding issues in Westbeech Road have been notified to me and suggestions to improve signage on the approach to the village including rumble strips are being considered for implementation through the local budget provision. This budget is presently being used to install yellow lines along the road there as soon as the Traffic Regulation order is confirmed by the County Council.

CLLr James confirmed that he is pushing forward with the concerns about flooding on the Wolverhampton Road, it is believed to be an issue on private land and he will report as required.

#### 57/16 Items for future agenda

Councillors were reminded that a full proposal of the item should be sent to the Clerk with sufficient time to be added to the agenda. If a proposal is not received, then it cannot be considered.

Items for future agenda with proposals to be sent are;

CLLr Dyas wishes for alternative ways of communicating with parishioners to be considered .

Meeting Closed at 10.25pm.

#### 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.

#### Code Of Conduct Dispensations

The only way in which a councillor can speak about an item that they have an interest in is if they have been granted a dispensation by their Council. A request for a dispensation has to be made in writing to the Clerk and to be granted by decision of the Council, so it must form an item of business on the agenda.

Signed: .....

Dated: .....