

MINUTES OF THE PATTINGHAM AND PATSHULL PARISH COUNCIL MEETING HELD ON THE 6TH SEPTEMBER 2021 AT PATTINGHAM VILLAGE HALL

Present: Councillors: R Lines (Chairman), L Billingham, A Freeman, N Land, T Mason, J Tomlinson, N Hill, Mrs A Davies

Members of the public present: Mrs Billingham, Ramona and Rufus Billingham, Mr and Mrs Ray, Mrs Golden, Mrs Norton, Mr and Mrs Walker, Mrs Dunn, Mr and Mrs Hughes, Mr and Mrs Bryan, Mr Jewkes, Mr Bowden.

97/21. Apologies for Absence.

An apology of absence was received from Councillor D Billson (Vice-Chairman), Mrs C Clarke.

Councillors M Finch and Jak Abrahams (County Councillor) were not in attendance.

98/21. Declarations of Councillors' Interest.

Councillor T Mason declared an interest in relation to the Land at Windsor Road as it is owned by the District Council.

99/21. Public Forum - Democratic fifteen minute period / public question time (BKV Prize giving)

Standing orders were suspended to allow members of the public to speak.

The following presentations took place

Pattingham Gardens

Pattingham Gardens
1st place Trophy Mrs Norton
2nd place Mr and Mrs Lowe
3rd place Mrs Golden

Pattingham Hanging baskets

1st place Trophy Mr and Mrs Walker
2nd place Mr and Mrs Clark
3rd place Mrs James

Pattingham Sunflowers

1st place Trophy Mr Woolley 11 ft 8 inch
2nd place Mr Collins 9ft 7 inch
3rd place Mrs Dunn

Burnhill Green

BEST GARDENS

1st: Walnut Cottage - Mr & Mrs Ray
2nd: Lower Snowdon Cottage - Mr & Mrs Larkin

3rd: No 6 The Old Post Office - Mr & Mrs Hughes

HANGING BASKET & TUBS

1st: Walnut Cottage - Mr & Mrs Ray

2nd: 22 Snowdon Road - Mr & Mrs Bryan

3rd: 42 Snowdon Road - Mrs Bott

Sunflowers

9ft 3 inches, 8ft 1 inches and 7ft 9 inches. Names are Rufus and Ramona Billingham.

Mr Jewkes reported that he had reported the obscured speed sign to County Highways and as he had no response from the County Council he has cut back the foliage around the speed sign himself. It was also noted that there had not been a speed data download since the last meeting because temporary traffic lights were positioned adjacent to the speed slowing most traffic, and the battery in the SID required changing.

Standing orders were reinstated.

100/21. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 26th July 2021.

The minutes of the above meetings were agreed as an accurate and true record of the meeting.

101/21. County / District Councillors to address the Council on any matters relevant to the Parish

Councillor T Mason reported, that the District Council have lost 2 senior members during August, Cllr BR Edwards from Kinver and Cllr R Williams from Wombourne. Due to the loss of these Councillors on the 14th September there will be a reshuffle on positions.

On the 29th September the first draft of the local plan will be going out for consultation.

It was noted that the speed indication device has not yet been installed by SSDC on Clive Road, Councillor T Mason will progress this matter. The Chairman thanked Councillor T Mason for getting the bin emptied at Burnhill Green Play Area and replaced with a new floor standing bin which is easier for children to put rubbish in.

Councillor L Billingham met with Councillor Jak Abrahams to look at the village markers for Burnhill Green. He has sent forward the locations required to him. The County Councillor is progressing this and is looking at funding these markers from his County fund.

It was noted that residents and the Parish Council were not informed of the recent gas works and partial road closures. Queries were forwarded directly to the County Council.

102/21. Update on Land off Windsor Road.

An Open Market Valuation survey is being conducted on behalf of the District Council. We have requested that the land should be valued as amenity land in perpetuity and not for development. The District Council replied that all valuation surveyors will make enquiries with the local planning

authority and consult the Local Plan as part of their due diligence and will take this into consideration when preparing the valuation.

103/21. Update on Parish Map

Councillor N Hill has reviewed the map, and the proposed changes have been forwarded to the publishing company, The Clerk has also sent the sepia style map (from the Millennium Walk provided also by Councillor N Hill). However, the company have come back and stated we ordered a map like Perton's which is the OS Style. The Clerk has asked if it's possible to produce the graphics in this style, and she has received some proofs back again which were circulated to members in a more sympathetic style. Members agreed to proceed with the image that is the first image received from the Supplier (ref Pattingham Parish map.pdf).

104/21. To receive an updated report from the PCSO on crime statistics in Pattingham
A report was circulated to all members of the Council, this report was noted.

105/21. To receive an update on the reopening grant for the High Street

An order has been placed for the 2 oak planters, 2 large picnic tables and 1 disabled access table as per the grant request. The delivery for the benches is 16-20 weeks. The Clerk will forward the proforma invoices which have been paid to the District Council to claim the grant as soon as possible.

Councillor N Hill offered to supply some perennial plants and possibly some roses for the new planters, ideally easy maintenance plants would be required.

106/21. To discuss the Tiny Forest

Cllr Hill reported there is the availability of funding from Severn Trent for 600 trees to be supplied and planted as part of a Tiny Forest project. The area required is the size of a tennis court. The school would be involved in the planting. There would be no cost to the Parish Council and Severn Trent would clear the ground ready for planting, they will also place a plaque in the area. A gate / access through the perimeter fence may need to be installed from Westbeech Road to allow access for machinery to plant the area without damaging the football pitches. This could be used for any further development in that area.

A test is required to check for cables etc under the ground, soil samples have to be taken to ensure the ground is suitable. A team develop the area and work with the school. The main growing period for 3 years soil samples will need to be taken to ensure the trees are growing correctly.

The Clerk to write to the District Council officer (Andrew Aston) to ask permission to have a tiny forest on the playing fields in an area we would like to use, we have over 50 years remaining on our lease for the playing field, for access to plant the trees we would like to remove a section of fence to have an access gate for the project from Westbeech Road, Clerk to ask what permissions if any are required. Permission was given in principle for Councillor N Hill to continue to progress this project with Severn Trent.

107/21. To receive an update on the Playing Field

Councillor R Lines reported that the work sanctioned at the last meeting has been actioned with regard to the safety mats, he filled the area with soil and seed, the tree work is scheduled to happen next week.

The Play area at Burnhill Green also had issues with matting being exposed following an inspection by the Clerk. The area around the spring motorbike has been repaired with exposed matting removed and seed/top soil applied. There was a substantial concave under the junior swings and this has been filled/levelled and new matting installed with top soil & seeding. The bench has been moved and will be reinstalled shortly following being repainted. The gate post on the vehicle access gate had rotted and has been replaced.

Pattingham Playing Field swings – the Clerk has measured the junior swings and contacted Playdale, the swing seats we have are a standard size, the only other larger seats are for the assisted swings, which would not fit the frames we have (these are a large chair swing seat).

Football season is starting with 2 youth teams from Trysull Tigers, and 1 adult team from Wombourne Pool Bar FC. A new cleaner has been engaged to clean the changing rooms following them being used for matches.

108/21. Report from the Clerk.

The following items were noted:-

Invitation to attend SSDC meeting on Local Plan

Correspondence relating to a memorial bench for the playing fields (not PC land) and an overgrown footpath at Deers Leap.

BT Line CCTV needs to be transferred to the Village Hall, but it is out of contract so they may wish to take out a new deal.

Update received from Boningdale Parish Council re reducing speed limits on Burnhill Green Road, Councillor L Billingham is talking to them re this subject. This to be an agenda item for the next meeting.

109/21. Accounts for Payment and notification of completion of audit for 2020/21.

These are attached as appendix 1 to these minutes. They were agreed and noted.

110/21. Items for future Meetings

Items to be with the Clerk by 1st October 2021 - Speed reduction with neighbouring parishes.

111/21. Date of Next Meeting –

11th October 2021 at Burnhill Green.

Appendix 1 to the minutes of Pattingham Parish Council meeting held on the 6th September 2021.

Cheque	Chq Value	Supplier	Comments
723497	£150.00	A Horton Gardener	Gardening
723498	£183.40	Inland Revenue	July
723499	£661.22	Administration	July Sponsorship of Scarecrow Festival
723500	£500.00	St Chads Church	
723501	£10.58	TFM	Compost
723502	£472.50	Ditton Services	Grass Cutting
723503	£150.00	A Horton Gardener	Gardening
723504	£661.22	Administration	August
723505	£183.40	Inland Revenue	August
723506	£493.56	Playdale	Zip wire parts
723507	£124.20	ESPO	Litter Pickers
723508	£6.49	Motorworld	Grease to mend zip wire
723509	£3.94	Viking Direct	Postage Stamps
723310	£124.20	ESPO	Litter hoops
dd	£22.37	EE	Phone bill
DD	£53.08	BT	Phone line / broadband
dd	£45.06	Water Plus	Water rates
DD	£23.77	Utility Warehouse	Monthly charges
	£3,868.99		

Financial Budget Comparison

Comparison between 01/04/21 and 06/08/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/21

		2021/2022	Actual Net	Balance
INCOME				
Council				
100	Donations	£0.00	£0.00	£0.00
101	Precept	£47,750.00	£23,875.00	-£23,875.00
103	Football Income	£1,400.00	£0.00	-£1,400.00
104	Misc Items	£0.00	£0.00	£0.00
110	Interest on Santander deposit acc	£60.00	£0.00	-£60.00
111	Redwood Bank Interest	£0.00	£0.00	£0.00
Total Income		£49,210.00	£23,875.00	-£25,335.00
EXPENDITURE				
Council				
1	Administration	£500.00	£126.12	£373.88
2	Audit Costs	£550.00	£275.00	£275.00
5	Best Kept Village Competition	£500.00	£0.00	£500.00
8	CCTV	£600.00	£175.00	£425.00
9	Chairmans Allowance	£250.00	£250.00	£0.00
10	Play Park Loan	£6,500.00	£0.00	£6,500.00
12	Christmas Lights	£5,000.00	-£39.99	£5,039.99
14	Clerks Salary	£9,500.00	£3,336.19	£6,163.81
15	Defribulator	£0.00	£131.95	-£131.95
16	Elections	£1,000.00	£0.00	£1,000.00
17	Footpath Maintenance	£1,000.00	£0.00	£1,000.00
18	Gardening	£1,800.00	£450.00	£1,350.00
19	Insurance	£1,300.00	£1,253.36	£46.64
25	Playing Flds Maintenance	£10,000.00	£694.23	£9,305.77
28	Grants / Other exp	£7,500.00	£3,740.50	£3,759.50
29	Subscriptions	£450.00	£0.00	£450.00
30	Training	£50.00	£0.00	£50.00
34	STORAGE AT THE VILLAGE HALL	£150.00	-£120.00	£270.00
36	FOOTBALL EXPENDITURE	£700.00	£0.00	£700.00
37	VILLAGE MAINTENANCE IMPROVEMENTS/LITTER	£5,600.00	£425.31	£5,174.69
Total Expenditure		£52,950.00	£10,697.67	£42,252.33
Total Income		£49,210.00	£23,875.00	-£25,335.00
Total Expenditure		£52,950.00	£10,697.67	£42,252.33
Total Net Balance			-£3,740.00	£13,177.33

Financial Summary - Cashbook

Summary between 01/04/21 and 06/08/21 inclusive.

Balances at the start of the year

Ordinary Accounts

Santander £27,153.38

Short Term Investment Accounts

Redwood Bank £55,045.55

Santander Deposit account £1,615.97

Total £83,814.90

RECEIPTS	Net	Vat	Gross
Council	£26,967.40	£0.00	£26,967.40
Total Receipts	£26,967.40	£0.00	£26,967.40

PAYMENTS	Net	Vat	Gross
Council	£22,176.88	£847.08	£23,023.96
Total Payments	£22,176.88	£847.08	£23,023.96

Closing Balances

Ordinary Accounts

Santander £31,096.82

Short Term Investment Accounts

Redwood Bank £55,045.55

Santander Deposit account £1,615.97

Total £87,758.34

Signed

Chair

Clerk / Responsible Financial Officer

Section 3 – External Auditor’s Report and Certificate 2020/21

In respect of **Pattingham and Patshull Parish Council**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:
Not applicable.

3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

*We do not certify completion because:
Not applicable.

External Auditor Name
Mazars LLP, Newcastle, NE1 1DF

External Auditor Signature *Mazars LLP* Date **18 August 2021**