

MINUTES OF A PATTINGHAM AND PATSHULL PARISH COUNCIL MEETING HELD ON MONDAY
16TH OCTOBER 2017 AT CROWN ROOMS, BURNHILL GREEN

Present: Councillors: Councillors R Lines (Chairman), D Bilson (Vice Chairman), T Mason, S Hubble, G Deane, K James, M Finch and Mrs A Davies

Also present: Miss J Cree - Clerk

Public Forum

PCSO Sian Fryer and Georgia Whittingham addressed the council on the following matters:-

The members raised their concerns over the increasing drugs related ASB happening around the village. Particularly at the Youth Shelter and Village Hall Car park. Sian is aware of the problems and when she is on late duty she does put in extra patrols in these areas. She has escorted a youth home relating to this activity and also dealt with youths in a car for a similar issue.

There have been issues of youths acting in an intimidating manor on their bikes / scooters, particularly in the Letchmere Close area, again patrols have increased in this vicinity.

Bullying on the park has also been a reported issue, by some of the parents, they are following this up themselves. Also youths riding bikes in the dark with no lights seems to be an increasing problem.

The PCSO reported that they do speak to young people that ride their bikes with no lights and they also escort them back to their parents after speaking with them.

In addition to the above, a new PCSO is starting and for the first 3 months they will work alongside Sian, then after this time they will work on opposite shifts to cover Patingham and Perton.

Members thanked Sian and Georgia for taking the time to attend the meeting.

180/17. Apologies for Absence

Apologies of absence were received from Cllrs Mrs S Hughes, J Dyas and W Hurford due to other commitments.

181/17. Declarations of Interest/ dispensations.

There were no declarations of interest.

182/17. Minutes of the previous meetings held on the 11th September 2017

The minutes of the meeting held on the 11th September 2017 approved and signed as a true record of the proceedings of that meeting.

183/17. Matters arising from the previous minutes

There were no matters arising reported.

184/17. Lease for Burnhill Green

The lease has been signed by the Chairman of the Council and the Clerk, it has been returned to the Crown Estates. The annual rent for the land has not been paid yet, the Clerk will look into when this is due for payment and prepare a cheque.

Other items of concern relating to Burnhill Green raised by the Burnhill Green Councillors were:-

- slabs being on the children's play area – these are not in the play area but on the pub side.
- The Phone box is still to be decommissioned a date is being sought when this will happen.
- The Crown Estates Noticeboard has already been given to the Parish Council and the Chairman has the key for it. It needs to be relocated to a suitable site in Patingham. This site to be confirmed.
- The tree on the green is now the responsibility of the Parish as the District are cutting back on the extra work undertaken on areas that they do not own. (As reported above the tendering for Grounds Maintenance is changing at District).

185/17. Best Kept Village Competition 2018

A friends group is in currently being set up, they will be called Friends of Patingham and will look at improving areas within the Village. Cllrs Mrs A Davies and T Mason attended the opening meeting. Also in attendance was a representative from the District Council that helps set up these types of Community Groups. He advised that they need to set up a constitution, with a chairman, secretary treasurer, and have a bank account so they can secure outside funding for their projects.

The Group were advised by Cllr Mrs A Davies that the Parish Council had been discussing a "Wider Village Improvement Plan" which does meet some of the objectives that the Friends Group are hoping to achieve.

The first project the group wish to undertake is painting the railings around the playing fields. They have asked for the Council to support the purchase of paint and brushes to do the job. At the present time they have approximately 12 volunteers.

Members agreed a budget of £200 for white paint, wire brushes, wire wool and paint brushes. Cllr Mrs A Davies to be the liaison person between the Group and the Parish Council.

The volunteers are then looking at clearing the leaves around the village that become slippery when wet for the elderly.

The Group need to be mindful of the Best Kept Village competition start dates as they need to be working towards the start of the Competition to have areas tidied and cleared such as the area by the shops. Clearing of the dog faeces on the playing fields and hopefully catching those dog owners that do not collect it up.

It was noted that the group had asked that the small wall around the Village Hall is made good / replaced as it is untidy. The Parish Council do not own this wall, it will be owned either by the County Council or the Village Hall. The wall was put in at the time when land was given to the County Council for a footpath on this side of the road some years ago. The Clerk will try to find out the ownership of the wall.

186/17. Report from the District and County Councillors

County Council Report for Pattingham Parish Council Meeting on 16th. October 2017 – Cllr K James.

A Meeting with the County Highways Manager covered the following items and issues reported from recent Parish notifications concerning Pattingham.

Dodds Field Development Access and Exit into Hall End Road Traffic Calming Speed Humps provision was raised and the position was explained that vehicles using this lane were not adhering to a safe speed at the entrance or leaving the development. The roads on this site it appears have not yet been adopted by the local authority. This means that they still remain in the ownership of the developer. In this case they have no jurisdiction over this road to provide speed calming measures there. I have asked if there is a need for signage in Hall End Lane to warn drivers of the dangers ahead.

It was noted that this matter was raised by concerned residents of the area some time ago, and to date they have not made any further representations to the Parish Council. The Parish Council can progress this matter any further and the Clerk will summarise what has happened and publicise this on the website and Facebook page.

A horse and rider warning sign to be located on the Wolverhampton Road in Pattingham has been sent to me for agreement to install and financed through my Divisional Highway program budget. This has been passed for action and will be carried out in due course. Members thanked Cllr K James for putting aside funds for this sign.

West Beech Road approach sign was also brought up for consideration to reduce speeds before the existing 30mph. Limit. I understand that an application would be needed to assess the problem before a decision could be made.

I was informed that road repairs have been carried out within the Village and roads referred to in last County Report of mine on the 11th.September. Any feedback on repairs by Parish Residents will be looked at for verification.

DISTRICT COUNCIL REPORT – Cllr T Mason

The new South Staffordshire Community Lottery with a top prize of £25,000 will soon be live with the first draw taking place on Saturday 25 November 2017. From Tuesday 24 October 2017, players will be able to sign up and purchase tickets from the lottery website at www.southstaffslottery.co.uk There are three ways you can support the lottery. Firstly, please encourage any good causes to sign up so they can benefit. Secondly, please promote the lottery to your family and friends and ask them to register and buy lottery tickets. Tickets are only £1 each. Thirdly, register and buy your own ticket - you never know, you might win the jackpot!

The South Staffordshire Council Grounds Maintenance Service is currently provided under a tripartite agreement by an external subcontract provider. Many concerns have been raised by the three parties commissioning this service about the quality of work and it has been decided not to renew the contract when it expires in November. A decision has been made to bring this service in house and future provision will be from South Staffordshire Council. It is hoped that this will be amalgamated with the Street Scene cleaning service currently operated by the district. Whether the other two parties to the current arrangement, Staffordshire County Council and SSHA, will use the same in house operation has yet to be determined. I have attached a presentation on the subject for your information.

Work has commenced on preparation of the new local plan for future housing provision. Invitation for the offering of land for future potential housing use have been sent to all landowners registered as having shown interest in the past. It is intended that the new plan will be in place from 2022. At the SAD hearing in November, the Chairman of the Parish Council may attend to speak on behalf of the Council as only people who have submitted comments can speak. The clerk submitted the Parish Council's comments therefore the Chairman can represent the Council on this matter

The meeting on the 7th November between the District and County Council is taking place, as there have been no further matters raised by members and passed to Cllr T Mason, he will take forward the issue of road safety at the junction of Hall End Lane and Dodds Field, the pavements by the Church and Orchard Close.

Cllr K James left the meeting at this point 9.00pm.

187/17. Items outstanding that are County related

Speed bump for entrance to Dodds Field – no further update

Accompanied Horses warning signs update – County have agreed the location and they are discussing the funding with the County Councillor.

Both items discussed under item 186/17.

188/17. Bus shelter replacement update

The order has been placed for the replacement bus shelter, it is likely to start being manufactured in November. The contractor is dealing with all of the ground works so it is one contractor dealing with the whole project.

189/17. To discuss the possibility of having a replacement skate park for the playing fields

At the previous meeting the Chairman reported that the Parish Council had been offered a full replacement skate park at a heavily discounted cost. This was due to an order being cancelled as the local authority had not secured Planning permission.

The current skate park is in need of major refurbishment to bring it up to current health and safety standards as the metal work is corroding and planks etc. are very worn and missing. The second option is to remove it all together and the surface being made good afterwards. Both of these options would be a major cost to the Parish Council. Possibly in the region of £5000.

When the Playing Fields Committee was active they investigated the possibilities of the skate park, they could not find a company that would refurbish the existing equipment, and the supplier is no longer trading either. The cost at that time to replace the skate park was in excess of £40,000.

In the Playing Field fund (that was given to the Parish Council when the Charity was closed) is circa £13,000 and part of this fund was reserved for a skate park.

The Chairman has negotiated a price of £15,000 which includes removal of all the old equipment and disposal. Repairing the ground surface and installing the new equipment. Which is a full circuit as opposed to what's their now which is random pieces of equipment.

In light of the work required to make good the existing equipment, members felt this was the best option to fully upgrade the facility for the youths of Pattingham. Therefore it was agreed on a vote of 7 for and 2 against (Cllr M Finch recorded his name as against this motion as he would like to investigate the matter further with potentially getting grant funding). The funding to be taken from the playing Fields Fund and the balance to be taken from the budget for this year. Any underspends from the financial year ending 31st March 2018 to be reviewed at year end with the option to put funds back into this account for future projects.

190/17. Annual Maintenance for the CCTV

The Annual Maintenance for the CCTV is a cost of £300+VAT, members agreed that this should be paid.

191/17 Remembrance bench for the Playing Fields

The funds have been raised for the Remembrance bench on the Playing Fields (previously approved by the Council).

Mr J Teague is installing the bench. The bench will have a bronze plaque on it that simply states the names and Date of the children, on the sides of the bench on the arms it also will have their names in gold pain engraved into the metal bench.

The family donating the bench, are responsible for insuring it against vandalism / damage and they must be made aware that it is not allowed to leave flowers at the bench. Cllr Mrs A Davies to liaise with the family and let them know it has all been agreed remind them of the 2 points above.

192/17. Wreathes for Remembrance Day

Two wreathes have been purchased for Remembrance Day. As there is no District Council wreath laying ceremony this year (as it falls on a Saturday) then both wreathes will be laid in the church.

193/17. Election update for casual vacancy

The election date if there is more than 1 candidate will be on the 23rd November. We should know by the 30th October if there is an election and who are the candidates.

The Parish Council need to decide if they wish to pay for Poll cards at a cost of £420 for postage and a further circa £200 for printing. In the past for a Parish Poll, Poll cards were not printed for the people of Pattingham, therefore as the precedent has been set, poll cards will not be produced for this election.

194/17. IT Linking SSDC to Parish Website Meeting update

This has been chased up but nothing has been received back. Cllr T mason to try to progress this matter further.

195/17 Wider Village Improvement Plan

This appears to be fitting in with the need for getting volunteers to help keep the village tidy, therefore this will no longer appear as and agenda item. It was noted that all the recent work undertaken by the Parish Council is to improve the village i.e. footpath maintenance, applying for CPI grants for the ROW, replacing the coal posts, new skate park etc.

The Chairman has found a Shropshire Damson Tree at a local nursery. The purchase of trees up to the value of £300 was approved previously in the year. He will be collecting the tree and a location needs to be decided upon.

196/17. Clerks Report

Matters for decision

Complaint has been received from a resident of Burnhill Green that states that Dogs are being allowed to roam in the play area and owners are not being responsible. It also looks like the area is used as a beer garden too.

It was agreed that members of the Council have a chat with the landlord and raise their concerns with him, and ask if they can periodically check that there are no glasses left in the garden.

Also there is a sign in the garden re the last elections. The Clerk to let the District Council know it is there.

In addition it was noted that the entrance to the Play Area is sometimes overgrown and needs trimming back, Councillors W Hurford and G Deane agreed to keep the access trimmed back.

Planning Applications

32 Hall End Lane, Pattingham

First floor extension to run in line with existing ground floor one and an attic conversion.

Matters to Note

CPI bid has been approved subject to confirmation of the exact locations of the works and landowners permission. The Clerk has sent off details of the exact footpath numbers and landowners where known.

Submission of SAD documents

Thank you letter from the organisers of the Scarecrow Festival for the donation from the Council

197/17.

Accounts for payment

Accounts are detailed as below for payment / ratification:-

Payee	Description	Amount
M T Taylor	Fuel for mower	13.65
Community Council	Chq returned no longer in operation	0.00
Archer Signs	Tennis Court and Crown Est signs	144.64
D & S Oakworks	Deposit for new bus shelter	4000.00
Archer Signs	Play area signage	279.54
Edge I T Systems	Annual support	408.00
J S Cree	Salary	565.52
Inland Revenue	October Payment	146.21
A Horton	October Invoice grounds maintenance	130.00

British Telecom	Phone Bill	248.89
Bonningdales	Damson Tree	66.00
	Total	6002.45

Income		
Playing Fields usage Donation		10.00

198/17. Accounts from April 2017 to September 2017

The external auditors report is attached as appendix 1 to these minutes.

These were noted.

199/17. Review Christmas Lights for 2017

The Contractor from Last year was re engaged for this year, however, certain works were to be undertaken in April 2017 to prepare for the switch on in December 2017. The contractor has undertaken some works but has not been back on site to remove strings of lights from trees, install new boxes etc. There with the light switch on getting ever closer the Clerk has put forward the contractor from Kinver to help this year. The Chairman met with him today and he will be able to undertake most of the outstanding work. A full schedule is to be prepared for him to work to.

It was noted that this year the organiser of the Christmas Lights at Burnhill Green is not able to help, therefore Councillors W Hurford and G Deane, have spoken with the Crown and they are willing to put on some food for the event. Also the Councillors will organise the children's selection boxes to be distributed from the pub at the same time. The budget for the event is £50.

If possible they will also try to get the small ponies to be in attendance as in previous years.

200/17. Items for future agendas

To be with the Clerk by Monday 4th December 2017.

201/17. Date of next Meeting –

The date of the next Monday 20th November 2017 (Precept only) at Pattingham Village Hall

Appendix 1 to the minutes of the 16th October 2017

Financial Budget Comparison

Comparison between 01/04/17 and 30/09/17 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/17

	2017/2018	Actual Net	Balance	Proj. balance
INCOME				
100 Donations	£0.00	£200.00	£200.00	£200.00
101 Precept	£50,072.00	£50,072.00	£0.00	£50,072.00
102 Sport England Grant	£4,000.00	£0.00	-£4,000.00	£4,000.00
103 Allotment Rent	£325.00	£0.00	-£325.00	£325.00
104 Misc Items	£0.00	£6,416.67	£6,416.67	£6,417.00
106 Interest on Fabric Fund Account	£0.00	£0.00	£0.00	£0.00
107 Interest on Playing Fields	£0.00	£0.00	£0.00	£0.00
108 Receipts to Playing Fields	£0.00	£0.00	£0.00	£0.00
109 Receipts for the Fabric Fund	£0.00	£0.00	£0.00	£0.00
110 Interest on Santander deposit	£0.00	£21.63	£21.63	£22.00
Total Income	£54,397.00	£56,710.30	£2,313.30	£61,036.00
EXPENDITURE				
1 Administration	£1,500.00	£434.31	£1,065.69	£1,500.00
2 Audit Costs	£750.00	£250.00	£500.00	£750.00
3 Allotments	£325.00	£0.00	£325.00	£325.00
4 Allotment Church Insurance	£100.00	£0.00	£100.00	£100.00
5 Best Kept Village Competition	£400.00	£220.00	£180.00	£220.00
6 Burnhill Green	£500.00	£0.00	£500.00	£500.00
7 CAB	£0.00	£0.00	£0.00	£0.00
8 CCTV	£3,500.00	£4,992.00	-£1,492.00	£5,000.00
9 Chairman's Allowance	£250.00	£250.00	£0.00	£250.00
10 Play Park Loan	£1,500.00	£1,500.00	£0.00	£1,500.00
11 Community Participation	£2,000.00	£0.00	£2,000.00	£0.00
12 Christmas Lights	£4,750.00	£4,558.49	£191.51	£4,560.00
13 Church Clock	£75.00	£0.00	£75.00	£75.00
14 Clerks Salary	£9,000.00	£4,274.56	£4,725.44	£9,000.00
15 Defibulator	£120.00	£0.00	£120.00	£120.00
16 Elections	£1,000.00	£0.00	£1,000.00	£500.00
17 Footpath Maintenance	£1,500.00	£1,488.85	£11.15	£1,500.00
18 Gardening	£1,750.00	£1,323.58	£426.42	£1,750.00
19 Insurance				
Parish Liability	£2,000.00	£1,773.92	£226.08	£2,000.00
Allotments	£80.00	£0.00	£80.00	£80.00
20 Litter	£2,000.00	£0.00	£2,000.00	£0.00
21 Mothers and Toddlers	£500.00	£0.00	£500.00	£500.00
22 Old Peoples Welfare	£3,000.00	£0.00	£3,000.00	£3,000.00

23	Parochial Church Council	£2,000.00	£0.00	£2,000.00	£2,000.00
25	Playing Flds Maintenance	£2,000.00	£3,477.97	-£1,477.97	£3,500.00
26	Grounds Maintenance	£4,500.00	£300.45	£4,199.55	£3,000.00
28	Section 137	£2,000.00	£1,000.00	£1,000.00	£2,000.00
29	Subscriptions	£950.00	£35.00	£915.00	£500.00
30	Training	£500.00	£0.00	£500.00	£0.00
31	Youth	£1,000.00	£0.00	£1,000.00	£0.00
32	Grant Assisted Projects	£4,000.00	£2,086.23	£1,913.77	£2,087.00
33	Replacement bus shelter	£0.00	£12,000.00	-£12,000.00	£12,000.00
34	STORAGE AT THE VILLAGE	£120.00	£0.00	£120.00	£120.00
35	CHRISTMAS LIGHT SWITCH	£150.00	£0.00	£150.00	£150.00
36	BURNHILL GREEN RECREATION GROUND	£100.00	£0.00	£100.00	£100.00
37	PLAYING FIELD	£477.00	£0.00	£477.00	£477.00
	Total Expenditure	£54,397.00	£39,965.36	£14,431.64	£59,164.00
	Total Income	£54,397.00	£56,710.30	£2,313.30	£61,036.00
	Total Expenditure	£54,397.00	£39,965.36	£14,431.64	£59,164.00
	Balance	£0.00	£16,744.94	£16,744.94	£1,872.00

£1872 underspend, based on the figures above.

I have tried to include everything that I can think we will be spending on.

I have noticed somethings may be against the wrong budget heads, as I was unsure of where they should go.

Such as grounds Maintenance / playing fields maintenance

Financial Summary - Cashbook

Summary between 01/04/17 and 30/09/17 inclusive. Includes due and unpaid transactions.

Balances at the start of the year

Ordinary Accounts

Cash in hand	£0.00
Santander	£25,595.48

Short Term Investment Accounts

Nationwide Playing Fields 1373/704060866	£13,522.50
Nationwide Vill Hall Fund 1136/708023140	£6,102.59
Santander Deposit account	£25,871.08
Total	£71,091.65

RECEIPTS	Net	Vat	Gross
	£57,737.19	£0.00	£57,737.19
Total Receipts	£57,737.19	£0.00	£57,737.19

PAYMENTS	Net	Vat	Gross
	£40,015.06	£2,997.01	£43,012.07
Total Payments	£40,015.06	£2,997.01	£43,012.07

Closing

Ordinary Accounts

Cash in hand	£0.00
Santander	£40,298.97

Short Term Investment Accounts

Nationwide Playing Fields 1373/704060866	£0.00
Nationwide Vill Hall Fund 1136/708023140	£0.00
Santander Deposit account	£45,517.80
Total	£85,816.77