

Meeting of Pattingham & Patshull Parish Council
Crown Rooms, Burnhill Green
Wednesday 9th March 2016 at 7.30pm

Minutes

Present

Cllr R Lines (Chairman)
Cllr A Davies (minutes)
Cllr D Billson
Cllr J Dyas
Cllr S Hughes
Cllr M Finch
Cllr W Hurford
Cllr K James
Cllr T Mason
Cllr S Hubble (arrived at 8.04pm)

Also present, PCSO Sian Fryer, Sgt Matt Walker and 3 members of the public.

In the absence of the Clerk, Cllr Davies was appointed to take minutes.

Public Forum

Chairman welcomed Councillors, PCSO Fryer, Sgt Walker and three members of the public.

Two members of the public raised concerns about planning applications at The Bothy, Patshull Park (16/00058/LBC and 16/00057/FUL). It was confirmed the Parish Council had not submitted objections and consultation had now expired. Cllr Mason advised he has called the application into a planning regulatory meeting, but he needs specific planning related objections. A discussion took place regarding what can be considered by planners, and two members of the public believe they have suitable objections to supply to Cllr Mason.

A member of the public raised concerns relating to a blocked storm drain in Westbeech Road, pot holes in Clive Road at its junction with the High Street, public bus waiting on the crossing zig-zags, and a large commercial van that has been parked for some considerable time on the bend in Westbeech Road. He also enquired about plans for the future of the bus shelter and objected to the council spending money on a new shelter.

Meeting commenced at 7.45pm

180/15 Apologies
Apologies and reasons of absence were received and accepted from the Clerk (illness)
Cllr Burton (family commitment) Cllr Deane (illness) Cllr Hubble – arriving late.

181/15 Declarations of interest /dispensations
Cllr Hughes – Claverley Doctors Request
Cllr Dyas – Westbeech Road Extended Parking Regulation

182/15 Signing of the minutes
The minutes from the Parish Council meeting on the 27th January were signed as a true and accurate record of the meeting. Cllr Billson asked that his name was included under declarations of interest for the Village Hall grant request.

183/15 Police Matters
Chairman advised alterations in how the local police engage with Parish Councils in South Staffs. Crime reports will change and we will no longer receive a specific parish report due to the amount of time PCSO's spend on preparing them – taking them away from operational duties. Instead, a monthly report for the 'Policing Area' our parish resides in will be issued at the beginning of each month. This means our crime & anti-social behaviour figures will be combined with Perton.
Cllr Finch requested the police reconsider this change to provide specific Pattingham & Patshull figures.
The police also advised that Neighbourhood Watch co-ordinators will also be invited to the six monthly locality meetings, as well as Parish Councils.
A recent anti-social behaviour incident in the bus shelter was discussed and the police confirmed a child was found in a critical condition and hospitalised. Pattingham has had more police attention than other areas due to the bus shelter anti-social behaviour.

8.04pm Cllr Hubble joined the meeting

It was agreed to bring forward the agenda item 188/15 forward to allow the police to participate in the discussion.

188/15 Bus Shelter Review
A discussion took place on the previously circulated proposal from the working party regarding demolition of the current bus shelter and the siting of a new shelter near the shops, with changes to the bus set-down and pick-up stops. The police comment was that anti-social behaviour reports have dropped over recent weeks (apart from the incident discussed above) and they did not want the previous issues to be used as a reason to demolish the shelter. It was stated that while the shelter remained it was easier for police visiting the village to locate the youths.

Cllr Davies left the meeting for 10 minutes during discussions on this subject.

Councillors discussed the proposals and **resolved** to defer any consultation with parishioners over demolishing the shelter. It was agreed to monitor anti-social behaviour and move directly to consultation if issues persist. It was **resolved** to continue with an application to the Crime Commissioners Fund for a new bus shelter near the shops. It was **resolved** to write to the bus company and request that all village bus stops are designated set-down & pick-up. It was **resolved** not to request that Wolverhampton Road is designated a 'Hail & Ride stop designated section of road on request' – due to concerns about buses stopping safely.

184/15 Clerks Report
Clerk requested councillors were notified that the Village Hall Committee had added a cctv camera in the foyer and no further slots were available on the dvr. The Village Hall Committee charge £79.34 to the Parish Council as a contribution to electricity costs for running the cctv system.

Stencil spray painting of dog fouling signs training would take place at 10am on Wednesday 16th March outside the village hall. It was confirmed paint was not permanent and would wash off.

185/15

Newgate Lease

Cllr Lines updated the council with regard to his discussions with the Pattingham Church Estate Trustees regarding renewing the Newgate Field lease for the Allotment Group. The trust will pay half of their own legal costs for preparing the new 20-year lease. They have also agreed to remove clause 6.1 (3 month break clause if the land is required for development) and use the Consumer Price Index (CPI) for calculating future 5 yearly rent increases. It was noted that currently, two public liability insurance premiums are in place for the land, and this should also be reviewed in the future. Next action will be a review of the new draft lease.

186/15

Playing Fields Insurance

It was **resolved** to renew both the Pattingham (£1,300.16) and Burnhill Green (£561.36) Playing Fields insurance premiums due in March and April and that the Clerk and Cllr Mason will review again to bring all insurance policies into line with the Parish Liability insurance which is due in June.

187/15

Finance

The following income and expenditure was accepted as correct:

21.01.15	722616	A watson Jan Wage	835.11
21.01.16	722617	Hmrc employee and employer ni	47.27
22.01.16	722618	A Watson jan expenses	45.98
26.01.16	722619	S J Hopkins xmas light contractor	2432.40
26.01.16	722620	Village hall hire (inc xmas fayre)	142.74
27.01.16	722621	Xmas light comp winners	50.00
27.01.16	722622	A Watson reimbursement for stapler	5.99
27.01.16	722623	Flix in the stix reimbursement	741
27.01.16	722624	Playing fields precept	900
27.01.16	722625	Village hall precept	900
27.01.16	722626	Baby and toddler group precept	500
06.02.16	722627	A Horton gardening	112.00
06.02.16	722628	A Watson expenses feb	45.98
18.02.16	722629	CAB donation	300
18.02.16	722630	SPCA land management course	20.00
23.02.16	722631	A watson feb wage plus working from home 2/4	942.51
23.02.16	722632	Hmrc employee/employer ni and tax	110.57
28.02.16	722633	A Watson expenses march	45.98

Income received: 29.01.16 £21,910.00 Drainage project (Sport England)

Chairman made the councillors aware that the Flix in the Sticks expenditure was a parish council initiative. Current box office deficits could not be maintained and the future subsidy

would need to be reviewed. It was suggested councillors assist the Village Hall with promotion and support of the events.

The 2015 election cost of £2,641.67 was acknowledged.

Due to Cllr James needing to leave the meeting early it was agreed to bring forward the County Councillor report.

201/15

Councillor Reports

- County Council Report – Cllr James

A meeting arranged with the Highways Management on 2nd February for discussions on complaints affecting repairs on Clive Road and Nurton Hill areas in Pattingham. The standard of the work carried out was the main topic. The Assistant Liaison Manager, Simon Griffiths who deals with the County Council's Contractors. Had visited the sites in Pattingham and explained that temporary repairs had been made to the road surfaces and that the situation was ongoing until permanent repairs could be undertaken as the time schedules allowed for completion.

Parking at West Beech Road Pattingham has been surveyed and Residents informed of the proposals by the County Council's Community Traffic Officer. This was to establish the effects of yellow lines being installed along a distance covering the area between St.Chads School and College Farm Road where there is a corner of this stretch which has caused concern as a result of vehicles being parked there obstructing the view for traffic to pass safely past them. The figures in agreement with the Parish Council's request for the no parking restrictions and those against have been sent to the Clerk together with diagrams of the proposals, asking me for confirmation of a decision to go ahead with one of the schemes as part of my yearly traffic regulation order provision.

The Pattingham Village Hall Committee have been in touch with me in connection with the withdrawal by the County Council of the Funding Contract for Live and Local events at their venue. This contribution has been revised by the County Council and there is now a need to apply for support through a bidding process. I have contacted the Cabinet Member in respect of this situation and asked for details of alternative ways to be considered for assisting Live and Local as this Organization provide a popular and useful service to the Village. The Local Priority Seminar was held at the District Council Offices on 1st.March. The County and District Councils were given details of arrangements operated by the combined authorities in relation to issues affecting vulnerable children, young people with deprivation difficulties, help with learning at school. It is important that problems that can exist in local communities are given the help that is provided to help families give their children a good start in life through being there for them.

There was some confusion on the status of the Westbeech Road Traffic Regulation proposal following the residents' consultation. Cllr Billson suggested the item is on the agenda for the next meeting for decision and the chairman asked Cllr James to forward details of the responses to the Clerk for the councillors to review.

Cllr Billson asked Cllr James when he thought the temporary pot hole repair work around the village would be properly done? The reply was he didn't know as he never gets a specific answer.

Cllr Lines highlighted an issue concerning a broken drain cover in Clive Road that was evidenced by photographs. The job had been marked as complete but no repair carried out. Cllr James said he had forwarded the information to Mark Keeling.

Cllr Mason proposed Standing Orders were moved to 10.30pm, seconded by Cllr Dyas.

188/15

Bus Shelter Review

Dealt with earlier under Police Report.

10.00pm Cllr James and Cllr Hurford left the meeting.

189/15

Pension

It was **resolved** to postpone pension enrolment until the 1st June 2016 and for Cllr Lines, Cllr Mason, Cllr Billson and the Clerk to form a working party to clarify the Playing Fields Committee employer PAYE responsibilities for the Playing Fields Administrator role.

190/15

Financial Regulations

It was **resolved** to accept the following changes to Financial Regulations as recommended by NALC:

1.6 Deliberate or wilful breach of these Regulations by an employee may give rise to disciplinary proceedings.

6.4 Cheques or orders for payment drawn on the bank account in accordance with the schedule as presented to council or committee shall be signed by [one] two member[s] of council [,and countersigned by the Clerk,] in accordance with a resolution instructing that payment. A member who is a bank signatory, having a connection by virtue of family or business relationships with the beneficiary of a payment, should not, under normal circumstances, be a signatory to the payment in question.

191/15

Claverley Doctors Request

A request has been received from Claverley Medical Practice regarding a contingency plan for their Pattingham Surgery in the event of a disaster such as the surgery being damaged by fire. The surgery has no car park, and the practice are asking the parish council if a suitable location to site a portakabin-type temporary building can be found. It was **resolved** to offer the rear Village Hall car park subject to any planning or regulatory approval.

192/15

Footpath Maintenance Contract

It was **resolved** to renew the annual contract (£1,100) with John Ellis for maintaining the parish footpaths.

193/15

Recognition for Dr McDonald

It was **resolved** to invite Dr McDonald to the next meeting to receive a Patshull plaque in recognition of his service to Pattingham & Patshull patients at Albrighton Surgery.

194/15

HR

Personnel items relating to employer responsibilities need greater management. The council have two employees and one needs a wage increase from the 1st April to comply with minimum wage legislation. It was **resolved** to set up a working party comprising Cllr Lines, Cllr Billson, Cllr Dyas, Cllr Mason and the Clerk to review HR requirements.

195/15

Christmas Lighting

It was **resolved** to renew the contract with the current Christmas Lights contractor for 2016 at a cost of £2,350 plus vat.

196/15

Section 106 relating to Dodds Field

Chairman asked Cllr Mason to explain the proposal to change the Section 106 agreement relating to Dodds Field. A discussion followed regarding the legal status of the S106 and the effect of any change on all tenancies, not just the shared ownership properties, as it was understood the S106 was 'enshrined' in law. It was confirmed that any request to change the S106 can only come from the parish council. Cllr Davies was opposed to any change because of previous promises made that the S106 could not be retrospectively changed. Cllr Billson was opposed because it may set a precedent.

The chairman asked the council to vote: For adopting the change 1, Against 7. It was **resolved** not to change the Section 106 for Dodds Field.

10.30pm Cllr Hughes left the meeting

Cllr Billson proposed standing orders were moved to 11pm, seconded by Cllr Davies.

197/15

Community Paths Initiative

It was **resolved** to apply to Staffordshire County Council Community Paths Initiative to gravel all foot path sections that are bounded by fencing and shaded from sunlight resulting in wet muddy walk ways. The grant can be in the form of materials and tools.

198/15

Audit

- It was **resolved** to appoint D Bate as the internal auditor at a cost of £21 per hour – estimated to cost £200.

- The closing date for opting out of the external audit process is 31st March 2016. It was **resolved** not to opt out.

199/15

Best Kept Village Competition

It was **resolved** to enter the Best Kept Village Competition for 2016 at a cost of £20.

200/15

Tennis Court Project

The item was deferred for decision due to no form completed. The Tennis Courts project requires a completion form submitting to Sport England. It was **resolved** that Cllr Finch will complete the form and submit to councillors for approval. The Clerk will send the completed form to Sport England.

201/15

Councillor Reports

- District Council Report – Cllr Mason

The District Council has now completed the setting of the rates for the coming fiscal year and councillors are likely to encounter questions from the public when these start hitting door mats. The Revenue Support Grant, which the District receives from central government, is being reduced again from the £1,585,999 received this year to £1,143,512 for next year and will disappear completely by the end of this parliament. The district has also had to cope with the introduction of the new higher “living wage” and introduction of auto-enrolment for pensions. This together with the farming out of certain other services from central government to the regions has resulted in the government agreeing that all local districts can, if they wish, increase their council taxes by 2% or a maximum of £5.

South Staffordshire District Council has decided to take the option of increasing its taxes by the £5 maximum allowed. Even with this option the council is having to fund part of the costs from its reserves. For a band D property this will give a charge of £100.34, which remains the fourth lowest in the country and together with the parish precept will give a total charge of £150.25 for band D properties. The total bill for those properties including County Council charges and police and fire will bring the total bill at band D to £1,486.84. This is an effective increase of 3.32% and it must be emphasised that this is the first increase since 2010/11 in the District Councils rates.

202/15

Items for the future

Cllr Davies raised an item from a parishioner about protecting hedgehogs. She would like to address the council and has been asked to provide more information to the Clerk for consideration on the next meeting agenda.

203/15

Date of Next Meeting

Next meeting is Wednesday 27th April. This will be the Annual Parish Meeting. All grant applicants are reminded they need to present a report (in writing & in person at the meeting) and submit a copy of their year-end accounts.

Meeting Closed at 10.50pm.

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: