

MINUTES OF A PATTINGHAM AND PATSHULL PARISH COUNCIL PRECEPT MEETING HELD ON MONDAY 2nd MARCH 2020 AT PATTINGHAM VILLAGE HALL

Present: Councillors: Councillors R Lines (Chairman), D Billson (Vice Chairman), A Freeman, N Hill, J Tomlinson, L Billingham, Mrs C Clarke, N Land, M Finch, Mrs A Davies.

Also present Mrs J Neal – Clerk,

22/20. Apologies for Absence.

Apologies of absence were received from Councillor T Mason and County Councillor K James.

23/20. Declarations of Councillors' Interest.

None were declared.

24/20. Public Forum - Democratic fifteen minute period / public question time

For note: The public participation is for the public to address the Parish Council on matters that they wish to. The Parish Council cannot comment or resolve action on any points raised at this time. If the item requires information being sent from the Council, the Clerk will do this following the meeting. If it is a matter for further discussion it may be added to a future agenda. All meetings are recorded and any member of the public not wishing to be recorded should advise the Chairman. Standing orders were raised.

A member of the public raised their concerns over fly tipping in the area of the Bluebell Wood car park off Westbeech Road. There is continual fly tipping in this area, and they have previously spoken with District Councillor T Mason who helped to get a considerable quantity of black bin bags containing cannabis growing debris removed. However, there was further fly tipping that has taken place on land adjacent to the carpark, and the District Council will not clear this as its on private land. In addition, there were at the same time, two mattresses fly-tipped further along the road, and it took two more calls to get these cleared rather than them all being cleared at the same time. The resident asked if it were possible to try to trace the landowner to ask them to clear the area so as not to attract more fly tipping. Concern was expressed by the resident about the continued ASB behaviour in this area also being an issue.

Bluebell Wood car park is a hot spot for fly tipping and the chairman advised that a request for a cctv camera had been made to Cllr Roger Lees (Cabinet Member for Planning & Regulatory Services) via District Cllr T Mason. Covert cameras need court permission, overt cameras do not. It was suggested that some cctv warning sign(s) may help deter casual fly tipping.

Three residents from Moor Lane, came to listen to the ongoing problem in relation to the flooding of gardens and houses from the field off Moor Lane. The Chairman updated them with the information he had which is reported under item 36/20.

It was further noted that there is a significant flooding location on Westbeech Road, near the boundary with Shropshire, where the roadside verge has collapsed and washed away. Any heavy rain runs off the field (which is higher than the road) and creates a dangerous hazard for vehicles.

Standing orders were re-instated.

25/20. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 20th January 2020.

The minutes of the meetings detailed above were agreed as a true and accurate record of proceedings.

26/20. County / District Councillors to address the Council on any matters relevant to the Parish

Report from Councillor K James

After receiving emails in connection with the School Bus to Perton Middle School from Pattingham. I have spoken to the Cabinet member for Schools. County Councillor Philip White to ascertain the arrangements for this provision. I was told that at present the service would be maintained for pupils to reach Perton. There is a review of the bus provision to accommodate disabled access and capacity on the bus service being carried out by the Government to resolve the present situation. Councillor White has stated that as soon as further news of the progress of this matter is received he will pass the information on to the interested parties.

Schools Officer, Samantha Nicol has also been contacted but has not yet replied to my e mail.

The 40 mile speed limit at Burnhill Green road has been signed off by myself and is now to go ahead for installation.

Keith James.

This was noted.

Outstanding county items., it was agreed to nominate a lead person responsible for progressing the 4 items below:-

1. Matters relating to School Transport Policy – Cllr N Hill reported that he had sent Cllr K James all the correspondence on this matter, and he had mentioned the update in his report above. Cllr N Hill will contact Samantha Nicol to see if there are any planned changes and when appropriate he will contact Codsall High School about their requirements once it is known what is happening with the school bus seat issue.

The School admissions policy is due to be published, and the Council can make further comments at that time.

2. Flooding (and possible road subsidence) in the vicinity of Clive Road at its junction with High Street, Pattingham – Cllr J Tomlinson reported that he had contacted Highways and informed them of the problems again with the flooding and obtained a new reference number 4192042, the Clerk to forward this to Cllr K James.

3. Adding Wolverhampton Road to the Primary Gritting Network- Cllr R Lines reported that correspondence received from County Cllr Victoria Wilson confirmed no changes to the gritting routes this season, and that the request to add Wolverhampton Road to the Primary Gritting Network had not progressed. She had handed the enquiry back to County Councillor Keith James.

4. 40mph speed limit on Burnhill Green Road – the Clerk responded to consultation from County to support the speed reduction. Cllr L Billingham reported that he has met with Diane Firkins, she has agreed the area for the speed reduction. He requested that repeater signs are installed also as this is quite a long stretch of road to ensure the new limit is clear, this was agreed and the work is planned to be implemented by the end of March.

Diane has agreed to install Gateway Markers to highlight the residential area. The Parish Council need also to apply for a Parish Licence from the County Council this is a one off fee, and any additional items added to the Parish will be added as assets to the area, the Clerk will find out more details on this matter.

Cllr L Billingham has also contacted the neighbouring Parish to inform them of the speed reduction in case they wish to undertake the same process from the Shropshire side.

27/20. To discuss possible locations for the free trees from SSDC / Tree Wardens

Cllr Mrs A Davies reported that she had spoken with Ryan Taylor from the District Council, he is preparing to put forward a bid for how many trees the 26 parishes require. It was agreed to request 30 trees. Cllr Mrs A Davies will contact local farmers to ask for their help in clearing the ground for planting on an area behind the Forest School on the playing fields. When planting takes place, the school will be invited to attend because of the criteria of involving children.

28/20. Update on replacing the Parish council noticeboard in Pattingham

The new board has arrived and is awaiting installation.

29/20. To consider replacing the rotten community noticeboard at Pattingham

The Chairman reported that the Community Noticeboard on the wall by the shops, is in a very bad state of repair. In the BKV judges' comments it is highlighted each year as being in need of refurbishment or replacing. It was agreed that a new enclosed locked noticeboard is purchased at a cost of £800, with a small post box also purchased for members of the public to post their notices to then be put on the board by Cllr Mrs A Davies. On a vote this was agreed.

30/20. To discuss the ownership of the CCTV system at the Village Hall

We are governed by council policy in regard to our use of CCTV. With the changes to the control of data access through the GDPR regulations, access is limited to only the Clerk and the Chairman being able to view images and if there is an issue these can be passed onto the Police.

The original cctv system was jointly owned/shared with the Village Hall Committee up until 2017 when the Parish Council paid to upgrade all the cameras to assist with anti-social behaviour. Prior to that the Village Hall Committee paid to have a camera installed in the Foyer of the hall and the caretaker managed the system.

To increase the benefits and use of the system it was proposed to hand over management responsibility to the Village Hall Management Committee and agree a timetable of transferring costs for the BT Broadband line. They can make a decision whether to continue with the Broadband service for remote access/security of the Village Hall, and possibly offer WiFi services to their paying customers as a benefit of hall hire (or charge extra). The benefit to the Council remains the same, in the cameras are still going to record any ASB issues and this can still be passed to the police. If in the future work / upgrading is required to the system then the Village Hall can apply for a grant from the Council. It was proposed by the Chairman to offer the system to the Village Hall to operate and run as soon as possible, this was seconded and on a vote carried.

31/20. To discuss access to St Marys Church (Members to bring forward any information to the meeting)

The following report was prepared by Cllrs L Billingham and A Freeman:-

With support from local residents Ivy and Jane and advice from Adam and Lee we have over the last 4 weeks been making steps to help out local residents who wish to visit St Mary's Church in Patshull, a Grade 2 listed Church that is over 200 years old. The key issues are:

Accessibility:

There isn't currently an agreed pathway to get to the Church from either Burnhill Green or the Pattingham side. With the key holder in Patshull Park and Golf Club, you are required to go to their reception and walk a long way round to the Church as the quicker and easier way has been blocked off, sometimes with 'private land' signs.

There is either no signage to allow visitors to know how to get to the Church or they are overgrown and the signs have become unusable as is the case from Burnhill Green

A meeting is planned with the owners to get an agreed text and route to allow walkers and visitors to access the Church more conveniently.

Conservation:

A site visit on Thursday 29th January with Adam, Ivy and Jane to inspect the Church and its interior was a positive experience, the Church was a relatively good state and with a good clean would be ready for visitors to see the site and for services to begin again.

Communication has begun with the Diocese of Lichfield and Church Parochial Council over funding and conserving the site.

Plans for a crowdfunding and grant application have been proposed

Promotion:

One of the issues with St Mary's Church being located on the grounds of Patshull Park and Golf course is a lack of any information online or on site to allow visitors to know where the Church is.

As a way to promote the Church a new website - <https://friendsofstmarypatshull.wordpress.com/> and Facebook page <https://www.facebook.com/FriendsofStMaryPatshull> has been set up with more photos and up to date information compared to the Churches Conservation Trust website of the Church.

Plans for a number of fundraising events have been planned that will allow money to be raised for the continuing up keep of the Church, the first one of these was a Valentines night (14.2.2020) charity event at the Dartmouth Arms in Burnhill Green.

Through advice the action group of local residents has now been reformed and named 'Friends of St Marys Patshull' .

Sadly over the last 2 weeks all work on the Church has been halted due to the two storms that have limited access from Pattingham and from Burnhill Green.

The future recommendations in the report are detailed below:-

- Get an agreed legal text agreed with Patshull Park and Golf Club and Patshull Hall how visitors should access to the Church (important if the above are sold to new owners)
- Create Church wardens and long term a caretaker who can open and close the Church at agreed times so that visitors are not required to enter Patshull Park and Golf land
- Promote engagement and partnerships with neighbouring Churches in Staffordshire and Shropshire

It was agreed that Cllr Mrs A Davies will speak with the Vicar from St Chads Church and Cllrs A Freeman and L Billingham will continue to progress this for the next meeting.

32/20. To discuss the overhanging trees on the Highway from Pattingham Playing Fields
All avenues have been explored with the District Council and they will not undertake any of the works required unless the trees are dangerous. It was agreed that the Lengths man will cut back as many of the overhanging trees as possible from the ground, and a maximum budget of £1000 is set to engage the services of a tree surgeon when required. On a vote this was agreed.

33/20. Burnhill Green Bollard refurbishment/replacement

Cllr L Billingham reported that there are 2 tall traffic-calming bollards that need replacing and 1 small one to be replaced by the large tree that holds the Christmas Lights. He has several volunteers that will help to install / repair the bollards and would like to re-attach reflective disks to make them more prominent at night. It was agreed that Cllr L Billingham get the supplies he requires from TFM and John Teague will be asked to install the one post by the noticeboard / bench, as a large amount of concrete needs to be removed at the same time as installation.

34/20. Update on Crown Estate sale of land at Patshull & Pattingham

The Chairman read out a brief email he had received from the agents for the Crown Estate, stating that they expect to complete matters in the next week and will inform us in due course.

35/20. To discuss replacing Christmas Light Bulbs

Over the last few years we have slowly replaced our stock of bulbs with super bright LED bulbs, although we are still reliant on a quantity of the duller opaque bulbs to fill our festoons. Due to some breakages and failures each season, it is necessary to replace these. It was proposed to purchase 300 super-bright light bulbs at a cost of £900 + VAT. This was agreed.

36/20. Moor Lane flooding – update on discussion with landowner

As agreed at the previous meeting in January, the Chairman made some enquiries to contact the landowner to make a personal approach, rather than as the Parish Council. He managed to get a telephone number and had a discussion about the problem of water draining off his field behind residents properties in Moor Lane who are experiencing flooding of gardens and out buildings.

The Landowner stated the field is crop-rotated (potatoes last year) and was cross-cultivated after harvest to help retain water and relieve compaction caused by the heavy vehicles. He referenced a soakaway in the garden of one property, but acknowledged that was created 20 years ago, and the use of hay bails to help stop water flowing. He was open to ideas / discussion on ways to remedy the issue, but stated the ground is far too heavy for any kind of works right now (January). He was open to a meeting in April/May to discuss possible solutions and would be happy for any professional advice (perhaps from Severn Trent).

The Chairman suggested he try and organise a meeting around the time of the Annual Parish Meeting in April.

37/20. To discuss resurfacing / line repainting of the courts in Pattingham following the cleaning of the surface last year.

The quote from the supplier that treated the moss and jet-washed the courts is detailed below:-

Our price to remark the basketball court if required once cleaned would be £350.00 plus VAT. Our price for recoating the surrounds of the courts only , i.e. outside the tennis playing lines, with 2 coats of textured acrylic court coating would be £2,100.00 plus VAT, or for the whole court area including remarking the lines would be £3,290.00 plus VAT.

It was agreed to set a maximum budget of £4000 to complete the refurbishment of the courts subject to the new coating meeting the slip resistance specification for Netball, the Clerk to confirm this before placing the order.

38/20. Report from the Clerk.

Planning training has been organised with CPRE, there is no cost involved and 2 places per Parish are available with a reserve list for any spare places. Staffordshire Parish and Town Councillors are invited to a planning training event on Saturday 28th March, from 9:15am to 1:30pm at Yarnfield Park, Yarnfield, Stone, Staffordshire, ST15 0NL. Refreshments and lunch are included and free parking, including for blue badge holders, is available. Closing date for bookings is Thursday 12th March

Fly tipping – an email from local resident to SSDC relating to flytipping at the Bluebell woods. This matter was discussed in public participation.

Grant Application for benches update – unfortunately the grant has been unsuccessful, but the benches have been ordered and delivered ready for installation.

Place Narrative correspondence (copy emailed to members).

The above was noted.

Best Kept Village Competition 2020

The Clerk has asked the organisers to clarify why Pattingham Parish is in the same category's as many much larger villages. They have agreed that this will be reviewed when the application is submitted for this years competition.

RE: Views sought on our draft Safety Plan 2020-2024

With help from our people and our communities, we are developing our Safety Plan 2020-2024, that will set out our priorities for the next four years.

Our new Safety Plan 2020-2024 will outline the priorities we will adopt and the approach we will take to ensure we do not compromise on our commitment to protecting our local communities, reducing risk and maintaining firefighter safety.

A draft version of this document is available [here](#). We welcome your views about our plans for the future as your opinions really do matter and by listening to them we can make sure we continue to meet the needs of our communities. Visit [here](#) to take part in a short survey about our plans.

Consultation on the draft Safety Plan 2020-2024 is now open and runs from February 17 until March 22, 2020.

The 3 tier meeting – this took place in February, the main focus was to improve working together for all levels of Council, and further details will follow.

39/20. Accounts for Payment.

Ratification list for March 2020 Pattingham Parish Council

Chq No.	Payee	Description	Amount (inc VAT)
723213	A Horton	January	135
723214	Ditton Serv	Grounds Maintenance	472.50
723215	Christmas Light winner		50.00
723216	Fosse Contracts	Cleaning of courts	2580.00
723217	cancelled		0.00
723218	cancelled		0.00
723219	cancelled		0.00
723220	Codsall Community Arts	grant	300.00
723221	R H Electrical	Christmas Lights	3240.00
723222	R H Electrical	Christmas Lights	332.40
723223	R H Electrical	Christmas Lights	230.00
723224	cancelled		0.00
723225	A Horton	February	135.00
723226	Salaries	February	636.81
723227	Inland Revenue	February	185.14
723228	Neat-n-Tidy	Lengths mans work	228.00
723229	Neat-n-Tidy	Cleaning changing rooms	100.00
723230	Noticeboards online	New Parish board	1740.00
723231	Guardian Security	New locks for changing rooms	93.47

723232	Ditton Serv	Grounds Maintenance	472.50
723233	David Ogilvie	WW1 & WW2 Benches & bin	2972.40
723234	Neat-n-Tidy	Lengths mans work	100.00
DD	EE	Monthly Charge	22.86
DD	Utility Warehouse	Monthly charge	36.29
DD	BT	Monthly charge	50.88

14113.25

40/20. Accounts up to 31st January 2020

The accounts as set out as appendix 1 to these minutes were agreed. It was agreed to move £30,000 to the new Redwood Bank Account.

41/20. Items for future Meetings

To be with the Clerk by the 1st May.

42/20. Dates of Next Meetings –
 20th April 2020 APM
 11th May 2020 at Pattingham

Financial Summary - Cashbook

Summary between 01/04/19 and 07/02/20 inclusive.

Balances at the start of the year

Ordinary Accounts

Cash in hand	£0.00
Santander	£38,052.76

Short Term Investment Accounts

Nationwide Playing Fields 1373/704060866	£0.00
Nationwide Vill Hall Fund 1136/708023140	£0.00
Santander Deposit account	£32,505.33
Total	£70,558.09

RECEIPTS	Net	Vat	Gross
Council	£52,328.46	£0.00	£52,328.46
Total Receipts	£52,328.46	£0.00	£52,328.46
PAYMENTS	Net	Vat	Gross
Council	£45,633.99	£3,484.41	£49,118.40
Total Payments	£45,633.99	£3,484.41	£49,118.40

Closing

Ordinary Accounts

Cash in hand	£0.00
Santander	£47,217.62

Short Term Investment Accounts

Nationwide Playing Fields 1373/704060866	£0.00
Nationwide Vill Hall Fund 1136/708023140	£0.00
Santander Deposit account	£26,550.53
Total	£73,768.15

Signed
Chair

Clerk / Responsible Financial

BUDGET COMPARISON up to 6th February 2020

		2019/20	Income received	Balance	Projected Income
INCOME					
100	Donations / Grants	£0.00	£25.00	£25.00	£ 25.00
101	Precept	£48,790.00	£48,790.00	£0.00	£48,790.00
102	Football income	£1,650.00	£1,430.00	-£220.00	£ 1,400.00
104	Misc Items	£0.00	£0.00	£0.00	£ -
110	Interest on Santander deposit	£60.00	£145.79	£85.79	£ 60.00
abc	Transfer to pay for Village Hall	£0.00	£0.00	£0.00	£ 7,002.59
	Total Income	£50,500.00	£50,390.79	-£109.21	£57,277.59
EXP.		Budget	Actual Exp	Balance remaining	Projected Exp
1	Administration	£1,800.00	£ 1,165.40	£634.60	£1,500.00
2	Audit Costs	£550.00	£ 550.00	£0.00	£550.00
5	Best Kept Village Competition	£600.00	£ 509.74	£90.26	£510.00
8	CCTV	£750.00	£ 443.17	£306.83	£600.00
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
12	Christmas Lights	£4,750.00	£ 6,348.00	-£1,598.00	£6,350.00
14	Clerks Salary	£9,000.00	£ 8,061.34	£938.66	£9,000.00
15	Defibrillator	£100.00	£ 195.00	-£95.00	£195.00
16	Elections	£3,000.00	£ 400.54	£2,599.46	£401.00
17	Footpath Maintenance	£2,000.00	£ 600.00	£1,400.00	£600.00
18	Gardening (Village Green)	£1,750.00	£ 1,259.88	£490.12	£1,750.00
19	Insurance	£2,000.00	£ 1,200.15	£799.85	£1,201.00
25	Playing Flds Maintenance	£8,000.00	£ 9,489.03	-£1,489.03	£8,000.00
28	Grants / Other Exp	£9,000.00	£ 9,693.54	-£693.54	£16,000.00
29	Subscriptions	£500.00	£ -	£500.00	£500.00
30	Training	£500.00	£ 35.00	£465.00	£100.00
34	STORAGE AT THE VILLAGE	£150.00	£ -	£150.00	£150.00
36	FOOTBALL EXPENDITURE	£700.00	£ 750.53	-£50.53	£700.00
37	VILLAGE MAINTENANCE / IMPROVEMENTS / LITTER	£3,600.00	£ 3,163.67	£436.33	£3,600.00
	Total Expenditure	£50,500.00	£45,614.99	£4,885.01	£53,457.00
	Total Income	£50,500.00	£50,390.79	-£109.21	£57,277.59
	Total Expenditure	£50,500.00	£45,614.99	£4,885.01	£53,457.00
	Balance	£0.00	£4,775.80	-£4,994.22	£3,820.59
abc	Transferred from Savings account				
Item 16	Balance to be moved to earmarked reserves				
Item 28	£3042+3060.59 are paid from here for village hall, but funds transferred from savings account to pay for this.				