



- **326**

The clerk has received confirmation from Jeremy Lefroy MP that he will attend the September meeting.

- **Parish Council Owned Land**

Following a presentation by Land Registry at the SPCA Clerk's Day and a conversation with Mr. A. Tedstone (solicitor), the Clerk is planning to register all Parish Council owned land. Tedstones will compile a dossier of all Parish Council owned land so that the Clerk can have access to accurate details in the office.

- **Deadline for items for the September meeting**

20<sup>th</sup> August 2010

- **Work priorities for July & August**

- Enter 2009/10 accounts so far onto Edge accounts system
- Produce autumn News and Views
- Organise BKG
- Organise and attend Lapley, Stretton & Wheaton Aston consultations
- Birchenshaw Lane
- Respond to Mr. Palmer
- Carry out actions from June & July meetings
- Identify a potential locum
- Organise Information Sessions for potential councillors (with SPCA)
- Organise RoSPA Training
- Parish Council office
- Wheaton Aston Village Hall
- Register Parish Council owned land
- Meet Blachere Illumination & Eon re: Christmas lights switch on.

- **Clerk's Holiday**

The Clerk has annual leave booked over July and August and will be away w/c 26<sup>th</sup> July and w/c 2<sup>nd</sup> August. Between 9<sup>th</sup> August and 3<sup>rd</sup> September the Clerk will effectively work on Mondays only but will also be on site for the start and finish of play scheme trips and SUSSED sessions. The Clerk will also check emails regularly and deal with any urgent problems from home as necessary.

The report was accepted.

### **334 To receive police report and consider policing matters**

The Chairman gave the following report which had been received from PC A. Smith:

**CRIMES IN THE AREA'S OF WHEATON ASTON, LAPLEY &  
STRETTON**  
**FROM 4<sup>TH</sup> JUNE 2010 TO 28<sup>TH</sup> JUNE 2010**

- 1. BURGLARY DWELLINGS. None Reported.**
- 2. BURGLARY OTHER. 1 Reported (Wheaton Aston).**
- 3. ATTEMPT BURGLARY. None Reported**
- 4. THEFT FROM VEHICLE. None Reported.**
- 5. THEFT OF VEHICLE. None Reported.**
- 6. DRUGS. None Reported**

- 7. THEFT OTHER. 1 Reported (Wheaton Aston).**
- 8. ANTI SOCIAL BEHAVIOUR. 1 Reported (W/A).**
- 9. CRIMINAL DAMAGE. 5 Reported (Wheaton Aston).**

**OTHER ITEMS OF ATTENTION.**

1. PC SMITH will be unable to attend the meeting due to being on holiday. PCSO PRICE will be unable to attend the meeting due to being on a day shift.
2. The anti-social behaviour incident was reported on 17<sup>th</sup> June regarding youths climbing onto plant hire equipment that had been left on Marston Road. The youths responsible were identified by PC SMITH and are being dealt with by the ASB Officer for Watling Street.
3. The burglary other was to a shed in Bellhurst Lane where a Stihl saw and strimmer were stolen back on 7<sup>th</sup> June. No witnesses or CCTV.
4. The Theft Other was on the 13<sup>th</sup> June where a push bike was stolen in Broadholes Lane. Initially it was believed that a scrap / Tat van was responsible for the theft but no registration was seen in order to locate it. However after enquiries have been made, a local youth from Wheaton Aston is believed to be responsible for the theft and he will be arrested in due course.
5. The 1<sup>st</sup> criminal damage was on 10<sup>th</sup> June at Keepers Cottage, Sowdley Lane where items belonging to the property had been damaged or thrown into the pool surrounding the cottage. It is believed that the local youths were responsible and are getting to the location via holes in the bushes that lead onto the rear of Sowdley Green. We are still in discussion with Sanctuary Housing to get metal fencing place around the rear of Sowdley Green to stop the youths from gaining entry onto Sowdley Lane.
6. The 2<sup>nd</sup> Criminal damage was on 15<sup>th</sup> June where the youth services behind St. Mary's School had anti-vandal paint thrown across the front doors. We believe that this was done because of the youth club always being closed and hardly ever opened for the youths when it should be. The youth club have been spoken to and they state that they are having difficulties with finding staff to open the club. There is no CCTV or witnesses to identify who was responsible.
7. The 3<sup>rd</sup> Criminal damage was on 17<sup>th</sup> June a motor vehicle parked in The Cobbles had its front windscreen damaged. No persons were seen responsible for the damage and no witnesses seen.
8. The 4<sup>th</sup> Criminal damage was on 23<sup>rd</sup> June Debra Bate informed PC Smith and PCSO Price that the youths have set fire to the skate park, burned the bins and removed a notice display sign. I personally believe that the youths from Wheaton Aston are NOT RESPONSIBLE for this damage. The youths from Wheaton Aston are the ones who begged the Parish council to build them a skate park and they do look after the upkeep of it as they are seen to pick up the litter and this has even been confirmed by Debra Bate. There are a lot of youths from other villages such as Penkridge, Featherstone, Brewood, Cannock, Codsall and Wolverhampton that come over to Wheaton Aston to "check out" the skate park in the village. This is because of it being advertised on the internet. I have also spoken to the local youths who have stated that they are also concerned with the amount of youths from other villages coming over but they don't like to tell them to tidy up after themselves. If anyone disagrees with this then I am more than happy to come and speak to them regarding their concerns.
9. The 5<sup>th</sup> Criminal damage was on 23<sup>rd</sup> June where a green house window had been smashed in Starkeys Lane. No persons were seen responsible for the damage and no witnesses seen.
10. No incidents have occurred in Lapley or Stretton.
11. PC Smith and PCSO Price have been visiting numerous residents within the three villages and installing door handle alarms, window alarms and personal attack alarms for them. The residents

that have received these so far have been impressed with what our alarms can do for with regards to extra security to there property. There are still a huge number of residents to visit but we are getting to them slowly but surely.

12. There has been a drop in Police presence by PC Smith this month. This is due to the World Cup and having to work on drink drive campaigns and on the riot vans for violent disorder issues in the Town Centres of Staffordshire. Now that England have been knocked out, PC SMITH'S presence will start to increase.
13. A Police Surgery will also be taking place on Tuesday 13<sup>th</sup> July 2010 outside the Post Office, Wheaton Aston from 2pm to 3.30pm. This is a chance for any residents to find out how we are policing the village and to offer any form of advice or reassurance.

### **335 To receive report from the County Councillor**

County Councillor Roberts was unable to attend and there was no report.

### **336 To consider planning matters:**

Following discussion the following responses were agreed:

10/00315/FUL & 10/00316/CAC Vaughan Arms, Lapley  
Reduction and conversion to four or five bedroom dwelling and erection of a new four or five dwelling & detached double garage.

Objection for same reasons as previously given.

The Local Needs Assessment only shows consultation with Wheaton Aston groups, not Lapley groups.

10/00337/FUL Whitegate Farm  
Erection of 3 x 15m wind turbines.  
No objection but Clerk to ask if a non reflective finish is possible

10/00458/FUL Land adjoining The Slades, Starkeys Lane  
No objection but would remind planners that the land is in open countryside.

10/00451/LUE The White House, Park Lane  
Lawful Development Certificate application to change the description of land from paddock to garden.  
No objection

10/00459/COM Oaklands Farm, Watling Street  
The demolition of two existing buildings and the erection of a new building to accommodate existing bio-fuel pelleting machines.  
No objection

The following decisions were reported:

10/00279/FUL – Approved  
10/00326/FUL – Withdrawn  
10/00335/FUL – Approved  
10/00352/LUP - Refused

### **337 To consider open air events at Marston Road Field**

Following a discussion it was resolved not to allow the open air discos to take place at Marston Road Field.

If the site is kept clean and tidy and the same request is made next year, the Parish Council may consider a similar request.

### 338 To receive financial statement to 31<sup>st</sup> May 2010

It was resolved to accept the financial statement.

Expenditure	Budget 2010/2011	Exp to 31.05.10	Committed Expenditure to 30.06.10	Balance
General Administration	23050.00	4231.28	1466.24	17352.48
Repairs & Maintenance	22665.00	268.69	3636.81	18759.50
Villages' Improvements	3000.00	127.80	0.00	2872.20
Play Areas	1000.00	261.00	0.00	739.00
Summer Play Scheme	4000.00	0.00	93.50	3906.50
Christmas Celebrations	8000.00	1539.01	0.00	6460.99
Youth Facilities	2275.00	0.00	0.00	2275.00
Donations	4000.00	1350.00	300.00	2350.00
General Administration Petty Cash	1682.00	247.58	154.87	1279.55
Capital Expenditure	250.00	0.00	0.00	250.00
<b>TOTAL excluding VAT</b>	<b>69922.00</b>	<b>8025.36</b>	<b>5651.42</b>	<b>56245.22</b>

Income	Budget 2010/2011	Inc to 31.05.10	Remaining expected income	Balance
Precept 2009/10	61046.00	30747.00	0.00	30299.00
Grants	880.00	75.00	0.00	805.00
Interest Lloyds TSB 30 Day Notice Account	20.00	0.00	0.00	20.00
Interest Nationwide Treasurer's Account	250.00	0.00	0.00	250.00
Miscellaneous	0.00	0.00	1.51	-1.51
Flicks in the Sticks income	0.00	0.00	0.00	0.00
Summer Play Scheme	1000.00	0.00	0.00	1000.00
Playing Pitch Hire	300.00	0.00	0.00	300.00
<b>Total</b>	<b>63496.00</b>	<b>30822.00</b>	<b>1.51</b>	<b>32672.49</b>

Bank Balances	31.05.10
Petty Cash	250.00
Actual Lloyds TSB Treasurer's Account	29160.03
Unpresented Cheques	6101.08
Real Lloyds TSB Treasurer's Account	23058.95
Lloyds TSB Business 30 Day Notice Account	27.01
Nationwide Community Facilities Account	34057.27
<b>Total</b>	<b>57393.23</b>

Ear Marked Reserves	
Election Reserves	3000.00
Contingency (4 months of precept)	20348.67
Projects	2500.00
<b>Total</b>	<b>25848.67</b>

Total Funds Available	31/05/10
Total of Bank Balances	57393.23
Money Held for Third parties	0.00
Ear Marked Reserves	25848.67
<b>Total</b>	<b>31544.56</b>

## **339 To consider a report from the Forward Planning & Finance Working Group.**

### **Forward Planning & Finance Working Group Meeting Tuesday 29<sup>th</sup> June 2010 Recommendations**

#### **1. Responsibilities as custodian trustees of the Village Hall**

The Parish Council owns the village hall and the land that it is on, on behalf of the residents of Wheaton Aston and Lapley.

The purpose of the village hall is for reading and recreational use.

The Village Hall Management Committee carries out the day to day running of the village hall on behalf of the Parish Council.

The Village Hall Management Committee is a charity and must have a constitution, Chairman, Secretary and Treasurer, hold an AGM, and submit accounts and a report annually to the Charity Commission.

The constitution should specify how many committee members there are and from which organisations they are nominated.

All Village Hall Committee Members are trustees of the charity and are legally responsible to ensure that it is solvent and well run.

Should the management committee dissolve or become insolvent, the responsibility for running the village hall will fall to the Parish Council.

#### **2. Responsibilities as custodian trustees of the Sports and Recreation Ground**

The Parish Council is not custodian trustee for the Sports and Recreation Ground. The only responsibility it has is to nominate one councillor to sit on the Management Committee.

The Sports and Recreation Ground Management Committee is a charity and the representative from the Parish Council (currently Cllr. Wright) is a trustee of the charity and as such is legally responsible to ensure that it is solvent and well run.

#### **3. Capital Grants and Loans Scheme**

It is recommended that the gate be installed at the entrance to the track alongside Marston Road Field as matter of urgency. The cost to be split between the Parish Council and the farmer. (The Clerk is to speak to the farmer concerned.)

Funding for the cost of a fence and hedge at Marston Road Field could be funded 50% by the Capital Grants and Loans Scheme.

If the Village Hall decides to offer the Parish Council an office they could apply for 50% grant from the scheme and a 50% loan from the Parish Council to pay for the renovations needed.

#### 4. Parish Council Office

The Clerk and Chairman are meeting with the school's site manager & Chairman of Premises committee on Friday 2<sup>nd</sup> July to discuss options for the current Parish Council office at the school.

#### 5. AOB

Land registry

The following pieces of land are currently registered to the Parish Council:

Leeke Way  
Primrose Bank  
Broadholes Lane  
Lapley Green  
Badgers End

The following are not registered:

Additional land at Lapley Green  
Wheaton Aston Car Park  
Marston Road Field  
Wheaton Aston Village Hall

Mr. Tedstone offered to register these on the Parish Council's behalf.

#### **Recommendations were approved as follows:**

The Clerk writes to the Chairman of the Sports and Recreation Ground to inform him of the information learned.

The Clerk applies for funding from the Capital Grants and Loans Fund for the fence and hedge.

The Parish Council agrees to register the land above.

Enquire about liability insurance for trustees of the village hall management committee.

#### **340 To approve payment of accounts**

The accounts on the attached page were approved.

#### **341 To consider Staffordshire County Council Highways matters**

- a) Neighbourhood Highway Team Visit
- b) Response to Highway Safety Measures Request

The correspondence was noted.

#### **342 To consider matters of parish maintenance**

- a) Primrose Bank Play Area  
No action

- b) Marston Road Field

The council delegated power to the clerk to purchase a gate up to a value of £500 and to attempt to split the cost with Mr. Swift.

The council also delegated power to the clerk to apply for funding from the Capital Grants and Loans Scheme after obtain 2 comparative quotes for fence and hedge.

### **343 To consider a report from WAPSWG**

Mr. Noblett reported that there had been no meeting. No feedback has been received from Sanctuary Housing about why the BMX funding application was rejected.

Installation of Playbuilder funded equipment will begin 9<sup>th</sup> August. There will be a two week construction period. It was agreed that the Clerk should ask Cllr. Rex Roberts to open the equipment to open on 3<sup>rd</sup> September 2010.

Broadholes Lane are holding a village consultation on 10<sup>th</sup> July with help from Jan Wright, Village Agent.

Next meeting is on 13<sup>th</sup> July 2010.

### **344 To consider a report from the village agent**

Mrs. Wright was unable to attend and there was no report. The Clerk reported that the three Parish Plan consultation events were scheduled as follows:

July 3<sup>rd</sup> 3-5pm, Wheaton Aston Carnival  
July 21<sup>st</sup> 3.30-7pm Lapley Church  
August 18<sup>th</sup> 6-8pm Stretton School Hall

### **345 To consider the Best Kept Gardens Competition**

It was resolved to accept the proposed judging criteria.

It was resolved that the BKG presentation evening should take place on Friday 24<sup>th</sup> September at Wheaton Aston Village Hall.

It was resolved that Vic and John should be asked to play again.

It was resolved that Mrs. Morgan-Williams and Mrs. Wildman would judge Lapley gardens, Mr. & Mrs. Wright would judge Wheaton Aston gardens and Mr. Elson & Mr. Noblett would judge Stretton gardens.

It was resolved that the certificates would be ordered from Mr. Fisher (£50), the prizes would be as follows: 3 x 1<sup>st</sup> prizes of £25 Dobbies voucher, 3 x £15 Dobbies voucher & 3 x £5 Dobbies voucher and the buffet would be ordered from Pear Tree Farm Caterers for 75 people at a cost of approx. £7 per head.

### **346 To receive reports from representatives to other meetings**

#### **Meeting:**

Mr. Fox reported on the South Staffordshire Locality Two Meeting where the following items were discussed:

Delivery Plan update. (8 of the 11 actions have been completed. )

Participatory budgeting

2010/11 plans were presented

Primary & secondary care systems.

PCT is being reorganised. 15 areas will reduce to 5 areas in the West Midlands.

Budget 2010 – 2013 commissioning plan: falls, sexual health, physical activity provision

Aging well strategy

65+ up 64% between 2008 and 2031.

#### **Meeting:**

Mrs. Cox reported that she and the Clerk attended the Armed Forces Day at South Staffordshire Council's offices and South Staffordshire Council Civic Sunday. She will attend the Penkridge Civic Sunday.

### **347 To receive correspondence**

Members were asked to note the following correspondence:

Mrs. Tryner	Card informing the Parish Council that she will be unable to work on the play scheme.
Parish Council of Longdon	Letter offering support with land registry
South Staffs CSP	Letter requesting possible locations for display boards & email reply
Village Hall	Hire Charges from 1 <sup>st</sup> July 2010
Mr. Palmer	Letter regarding finance
Motley Meadows	Thank you letter for grant.

The Clerk was asked to send a get well card to Jenny Tryner.

### **348 To consider reviewing the charges made for information under the Freedom of Information (FOI) Act**

Several requests have been received from a member of the public recently which have placed a strain on the Clerk's resources. The Clerk had carried out significant research on the FOI Act requirements and reported the following:

- When a request for information is received the Clerk should estimate how much time will be involved in identifying, locating, copying and posting the information requested.
- The value of the clerk's time should be valued for this purpose at £25 per hour. If the total cost of providing the information exceeds the value of £450 (i.e. 18 hours), the Parish Council can refuse the request. The Parish Council cannot charge for the Clerk's time. It can only charge for copying & postage costs.
- If the request for information that has already been provided the Parish Council may refuse the request.
- If the requests become harassing (the ICO will be able to give guidance on specific requests if desired), the Parish Council may refuse the request.
- The Parish Council only has to provide documents. It does not have to provide justification for any decisions.

The Clerk recommended scanning the Annual Returns & Annual Statement of Accounts and publishing them on the village website. Anyone requesting these in future can be directed to the website. (The ICO approved this idea at the Clerks' Day.) The Parish Council resolved to accept this recommendation.

The Clerk recommended (on the advice of the ICO) that in future if anyone requests justification of, or reasoning behind decisions that she directs them to copies of Parish Council meetings' minutes on the village website. The Parish Council resolved to accept this recommendation.

The council agreed that the Clerk's draft letter should be sent to Mr. Palmer.

### **349 Any other brief matters of report**

Mr. Monckton agreed to deliver News & Views in Stretton.

The Chairman closed the meeting to members of the public.

**350 To consider Parish Council responsibilities as custodian trustees**

It was agreed that personal liability insurance for trustees should go on the next village hall management committee’s agenda.

**351 To receive an update on the Parish Council office**

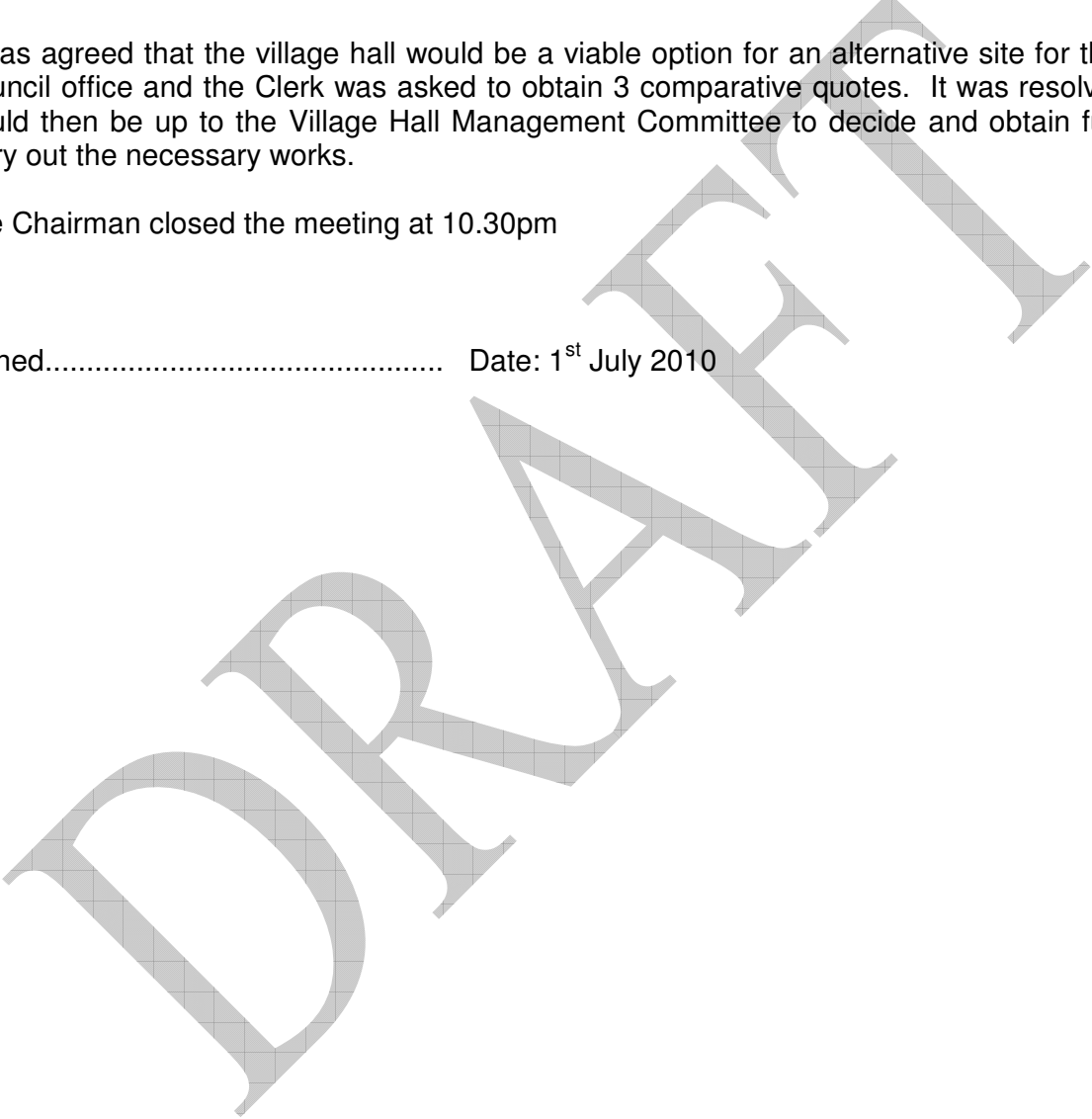
The Clerk presented an update on the Parish Council office.

It was agreed that the Clerk and Chairman should continue to discuss possibilities with the School Head Teacher and Chairman of School Governors’ Premises Committee.

It was agreed that the village hall would be a viable option for an alternative site for the Parish Council office and the Clerk was asked to obtain 3 comparative quotes. It was resolved that it would then be up to the Village Hall Management Committee to decide and obtain funding to carry out the necessary works.

The Chairman closed the meeting at 10.30pm

Signed..... Date: 1<sup>st</sup> July 2010



## Payment of Accounts

### Accounts paid during the month

None

		<b>£ including VAT</b>
Salaries & associated costs (July)	Salaries, PAYE & Pension Payments	1021.03
Salaries & associated costs (August)	Salaries, PAYE & Pension Payments	1021.03
Cash (July)	Top up of petty cash	196.92
Cash (August)	Top up of petty cash	Up to £250
Community Council of Staffordshire	Subscription	22.00
James Milford	Play Scheme Staff	255.00
Julie Atkinson	Play Scheme Staff	255.00
Louise Barton	Play Scheme Staff	345.00
Yvonne Salt	Play Scheme Staff	255.00
Louise Barton	Play Scheme Entrance Money	767.80
John Fisher	Photography	51.00
BT	Internet Services 1 Jun 10 – 31 Aug 10	105.71
Suttons Seeds	Summer seeds (Primrose Bank)	12.48
Information Commissioner's Office	Register Entry	35.00
Ricoh UK Ltd	Photocopying Charges	41.38
Staples UL Limited	Laser printer toner cartridge	93.99
Bloomin' Gardens & Landscapes Ltd	May Maintenance	2452.81
Mottey Meadows	Grant (approved at June meeting)	300.00
South Staffordshire Council	IT support	120.00

<b>Purchases</b>		<b>£ excluding VAT</b>
SLCC	Clerk's attendance & accommodation at SLCC National Conference	340.00