

**Minutes of a meeting of Lapley, Stretton and Wheaton Aston  
Parish Council held in Wheaton Aston Village Hall on  
Thursday 4<sup>th</sup> March 2010 at 7.30 pm.**

**Present:** Mrs. B. Cox in the chair      Mrs. E. Morgan-Williams  
Mr. N. Barnsley  
Mr. P. Elson      Mrs. D. Wildman  
Mrs. S. Gould      PC A. Price  
Mr. T. Noblett      Cllr. R. Wright  
Mrs. J. Wright (Village Agent)  
Mr. D. Munroe (Community Council of Staffordshire)

**Clerk:** Mrs. D. Bate

**Apologies:** Mr. A. Monckton      PC A. Smith  
Cllr. R. Roberts      Mr. P. Timson

**229 Public Participation**

2 members of the public attended.  
There were no issues raised.

**230 Apologies**

The above apologies were accepted.  
Mr. Fox apologised for not attending the previous meeting.

**231 Declarations of interest**

Mr. M. Fox - PCC  
Mr. N. Barnsley - WACFR

**232 To approve the minutes of 4<sup>th</sup> February 2010**

The minutes were approved and the Chairman given permission to sign them at the end of the meeting.

**233 To receive report from Clerk**

The Clerk gave the following report:

• **SLCC**

The Clerk attended the SLCC Practitioner's 2 day Conference and took part in the following sessions and workshops:

- Risk Management & Internal Controls
- Training for Councillors
- Business Plans (Parish Plans)
- Unitary Local Government Systems
- Legal Issues
- Policy Documents (What are needed)
- Charitable Trusts / Role of Trustees

The Clerk and Chairman are due to attend the regional conference in Bolton.

The Clerk has the SLCC conference and training programme for 2010 if any councillors want to see what courses are available.

• **Office**

The Clerk has purchased a nearly new digital camera and new digital video camera for £50. A scanner has been donated by Mr. Ford. The black and white printer needs replacing desperately. The clerk is awaiting a quote from EPX for a black and white laser A4 printer and an inkjet colour A4/A3 printer.

Desks, filing cabinets and cupboards have been obtained from Staffordshire Police and have replaced the older furniture that was in the office. The furniture was provided free of charge and the clerk paid for van hire from petty cash (£45). Thanks must go to PC Smith and his colleagues for their help in obtaining and moving the furniture.

- **Accounts**

The Clerk feels that she needs some assistance to complete 2008/9 year end and 2009/10 year end on the new EDGE system. (The old and new systems have been running parallel for 2 years but in 2010 the clerk would like to run the new system on its own.) Edge Designs have recommended an accounting consultant who is familiar with the Edge System. The charge is £35 per hour plus travel expenses. The Clerk would like to engage her services to run the two year ends and ensure that both years' accounts match the old system's figures.

The deadline for end of year accounts submission which was moved last year from 30<sup>th</sup> September to 30<sup>th</sup> June has been brought forward to 1<sup>st</sup> June in 2010. In order to get the accounts completed, to the internal auditor, approved by council and available for public inspection in time to meet the new deadline, the clerk asks that she be allowed to focus primarily on financial work during March and April.

- **Parish Council Photograph**

It is hoped to take a photograph of the Parish Council at 7pm on 1<sup>st</sup> April 2010 before the Parish Council meeting.

- **Additional Power**

The power to grant honorary freedoms has now been extended to all parish councils. Section 249 of the 72 Act was amended by section 29 of the Local Democracy, Economic Development and Construction Act 2009, which came into force on 14 January 2010.

- **Concessionary Travel Scheme**

The qualifying age has been raised from 60 to 70. (Those aged 70 at 1<sup>st</sup> April 2010 will qualify.) The Wheaton Aston distribution will be on 11<sup>th</sup> March at the village hall from 11.30am to 2pm. Anyone wanting to switch to an All-England Bus Pass will still be able to do so. From April 2011 Staffordshire County Council will be taking over the concessionary travel system.

- **Community Newsletter**

The district council has produced a newsletter giving information on funding for community projects.

- **Deadline for items for the April meeting**

23<sup>rd</sup> March 2010

- **Work priorities for February**

- Carry out actions from this meeting
- Run 2008/9 year end on Edge accounts system
- Enter 2009/10 accounts so far onto Edge accounts system
- Year end
- BKV work
- SPWG preparation
- F&FPWG preparation
- Review insurance cover

The report was accepted.

## **234 To receive police report**

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

### CRIMES IN THE AREAS OF WHEATON ASTON, LAPLEY & STRETTON 4/2/10 to 1/3/10

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. 1 Reported (Wheaton Aston).
6. DRUGS. None Reported
7. VIOLENCE. None Reported.

8. ANTI SOCIAL BEHAVIOUR. 3 Reported (W/A).  
9. CRIMINAL DAMAGE. None Reported.

#### OTHER ITEMS OF ATTENTION.

1. PC SMITH was unable to attend the meeting due to being on a day shift. PCSO PRICE was also unable to attend the meeting.
2. The burglary other was on 8<sup>th</sup> February 2010 at Lapley & Wheaton Aston Recreation Club. Unknown offenders have forced entry to the front doors and window and stole items from within inside. Scenes of Crime Officers have recovered a partial footprint. No CCTV at the location and no witnesses.  
  
£10 was stolen and £300 worth of damage caused.
3. The theft of motor vehicle was on 21<sup>st</sup> February 2010 at Fenton House Lane, Wheaton Aston. Unknown offenders have stolen vehicle whilst occupants were away from the address. No CCTV evidence and no witnesses. Vehicle has been placed on Police National Computer should it activate any ANPR (automatic number plate reader) cameras or checked by officers whilst on patrol.
4. Two of the anti-social behaviour phone calls were in relation to youths kicking a football at the church wall next to the spar shop in Wheaton Aston, the other call was regarding an egg thrown at the window but it is not known if this was done by youths or adults as no persons were seen.

Two planted tubs have been damaged and a lot of rubbish had been found at the car park in Wheaton Aston.

#### **235 To consider the SSCSP Plan 2008-2011**

The Clerk had previously circulated a copy of the South Staffordshire Community Safety Partnership's revised plan for 2008/2011 via email. Councillors resolved to make no response.

#### **236 To receive an introduction to the village agent**

Mr. Munroe from the Community Council of Staffordshire introduced Mrs. Jan Wright, the Village Agent for Wheaton Aston.

Mr. Munroe explained that Village Agents started in the Moorlands and worked well so the initiative was rolled out to the rest of Staffordshire. Featherstone has had one for 2 years and it has worked well and South Staffordshire Council have decided to use the model. The Village Agent is funded by South Staffordshire Council but will work with the Parish Council on projects. Transport is a major issue that South Staffordshire Council want the Village Agent to work on. She will help search for funding, advice on village halls, parish plans. Jan has support from the Community Council office.

Jan has already met several residents as well as the Parish Council Clerk and Chairman. They have discussed projects and she will help to progress work that's already been started. Jan will work to improve things for all generations not just provide youth services.

Mr. Munroe left the meeting.

#### **237 To receive report from County Councillor**

County Councillor Rex Roberts was unable to attend. The Chairman presented the following report on his behalf:

**1 COUNTY COUNCIL TAX 2010/11**

**£M**

NET REVENUE BUDGET	454.753
SUPPORTED FROM RESERVES AND BALANCES	( 3.204)
NET BUDGET REQUIREMENT	451.549

THIS EQUATES TO A BAND D TAX OF	£1028.81
AN INCREASE OF	£19.20
AN INCREASE OF	1.9%

OF THE £451.549M ONLY £157.240M WAS GRANT SUPPORT OF WHICH £19.936 M WAS REVENUE SUPPORT THE OTHER £137.304M CAME FROM BUSINESS RATES.

THE CHARGE ON COUNCIL TAX PAYERS WAS £294.309M.

IN ADDITION STAFFORDSHIRE DEDICATED SCHOOLS GRANT WHICH IS PAID DIRECTLY TO SCHOOLS IS £467.000M AN INCREASE OF 3.2% OVER LAST YEAR

EFFICIENCY SAVINGS SET BY GOVERNMENT ARE £20.000M AND THE COUNTY COUNCIL EFFICIENCY BOARD HAVE IDENTIFIED £21.051M

GENERAL RESERVES TO MEET DAY TO DAY RISK AMOUNT TO £17.5M. EARMARKED RESERVES ARE £42.739M

THE NET BUDGET REQUIREMENT OF £454.753M IS ALLOCATED AS FOLLOWS:-

	£M
CHILDREN & YOUNG PEOPLE	99.548
SOCIAL CARE & HEALTH (ADULT SERVICES)	182.865
HIGHWAYS	35.554
WASTE MANAGEMENT	23.498
PLANNING	11.585
FINANCE, LAW & ICT	15.440
CULTURE & YOUTH SUPPORT	20.307
OTHER CENTRALLY CONTROLLED (INC. CHIEF EXEC)	17.793
CAPITAL FINANCING (INTEREST ON LOAN )	46.011
CONTINGENCY	2.152
<b>TOTAL</b>	<b>454.753</b>

NOTE THAT 62% OF THE TOTAL EXPENDITURE IS ON SOCIAL CARE AND HEALTH ADULTS AND YOUNG PEOPLE

CAPITAL ALLOCATION IS £152.527

**STOKE AND STAFFORDSHIRE FIRE AND RESCUE**

THE PRIVATE FINANCE INITIATIVE (PFI) ONE HAS BEEN SUCCESSFULLY CONCLUDED AND THE TEN FIRE STATIONS ARE NOW UNDER CONSTRUCTION

A FURTHER PFI 2 HAS BEEN GRANTED BY CENTRAL GOVERNMENT AMOUNTING TO AN ADDITIONAL £50 MILLION FOR THE PROVISION OF A FURTHER TEN STATIONS. BREWOOD IS NOT INCLUDED.

**THE WASTE TO ENERGY**

THE PLANT AT FOUR ASHES IS NOW OUT TO TENDER HAVING RECEIVED FULL PLANNING PERMISSION AND CONFIRMATION OF PFI FUNDING

### **WEST MIDLANDS ASSEMBLY**

ON TUESDAY I CHAIRED THE FINAL MEETING OF THE WEST MIDLANDS REGIONAL PLANNING AND ENVIRONMENT EXECUTIVE AT QUAY PLACE BIRMINGHAM.

THE REGIONAL SPATIAL STRATEGY WILL PASS TO THE REGIONAL DEVELOPMENT ADVISORY/ADVANTAGE WEST MIDLANDS WHICH IS AN OUTPOST OF THE GOVERNMENT

### **238 To receive report from District Councillor**

Councillor Roy Wright reported the following information from South Staffordshire Council.

- a) Tokens  
There was an administrative error with letters regarding travel tokens. By now everyone that used to receive tokens should have been written to. The bus pass will still be issued.
- b) Transport  
There is some money to provide a park and ride system. But they will investigate how it can be best operated before starting it. Using smaller vehicles will also be investigated.
- c) Gypsy sites  
Policy – South Staffordshire Council received directions from the region about what they're doing so are waiting a decision from them so that South Staffordshire Council's policy will align with it.
- d) Benefits  
Benefits section has undergone an inspection over the last 12 months. They have received the best report from any council in the country.
- e) Roads improvements for Four Ashes plant have begun. There are delays on the A5 and Four Ashes Road at the moment.
- f) Overall increase in rates is 2.04% (including fire, parish, county, district, police )
- g) Collection rate for council tax is slightly improved on last year. Almost 20%

### **239 To consider planning applications**

Following discussion the following responses were agreed:

10/00083/FUL	9 High Street, Wheaton Aston	No objection
10/00121/REN	Lodge Park House, Lapley Lane, Stretton	No objection
10/00124/COU	Castlecroft Garage Ltd, Watling Street, Ivetsey Bank	No objection

10/00123/FUL Lock Cottage, Long Street, Wheaton Aston

It was resolved to object on the following grounds:

- The council objects to the term "renovation" as only the foundations of three cottages remain so they feel that it is essentially the construction of a new construction rather than the renovation of an existing dwelling.

- The former canal workers' cottages are not currently being used as dwellings and haven't been for many years. The former canal workers cottages were demolished in the 1950's; therefore they could not be used as dwellings unless somebody wanted to live in the cellars with the bats.
- The proposed new construction is in open countryside and the Parish Council have previously agreed that new construction in open countryside within the parish is inappropriate.

The clerk informed councillors that planning permission for Keepers Cottage, Sowdley Lane and 45 High Street, Wheaton Aston had been granted. The Clerk informed councillors that she had not received a copy of the application for 45 High Street and had taken the matter up with South Staffordshire Council's planning department.

### **240 To receive financial statement to 31<sup>st</sup> January 2010**

It was resolved to accept the financial statement to 31<sup>st</sup> January 2010.

### **241 To approve payment of accounts**

The attached list of accounts and purchases was approved.

### **242 To consider a grant requests from:**

- a) WACFR – help towards a new defibrillator
- b) Wheaton Aston Village Hall – help towards new lighting
- c) Lapley with Wheaton Aston PCC – help towards work to the tower to enable the clock to be maintained in working order.

Following a discussion it was resolved to award the following grants:

Wheaton Aston Community First Responders	£ 300.00
Wheaton Aston Village Hall	£ 485.00 (from Villages' Improvements)
Lapley with Wheaton Aston PCC	£2900.00 (from Repairs and Maintenance)

### **243 To consider estimated year end financial position and proposed virements**

The Clerk presented a forecast for the year end position of the accounts and it was resolved to vire £500 from Parish Maintenance to Youth Services and £50 from Summer Play Scheme to Petty Cash.

### **244 To review the following:**

- a) Standing orders & Financial Regulations
- b) Asset Register
- c) Risk Assessment

It was resolved to accept Standing Orders and Financial Regulations.

The Clerk was asked to make changes to the Risk Assessment the Asset Register.

### **245 To consider Staffordshire County Highways matters**

Highways working on Marston Road have damaged the grass verge.

The Clerk was asked to report potholes on Church Lane and Lapley Lane, Wenlock Bank. The Chairman reminded councillors that the quickest way to get problems dealt with was to call Clarence.

The Clerk was asked to chase up the replanting of trees at Wenlock Bank again

## **246 To consider matters a report from the Parish Maintenance Working Group**

The clerk presented a report from the last PMWG meeting and the following actions were agreed:

It was resolved to hire Mr. A. Cadman to plant and maintain the tubs and baskets in Wheaton Aston, the pole mounted baskets in Wheaton Aston, the flower bed in Lapley and the war memorial troughs in Lapley.

It was resolved to award the annual contract for grounds maintenance (including Primrose Bank Play Area which has been maintained by South Staffordshire Council in recent years) to Bloomin' Gardens.

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

a) Primrose Bank Play Area  
None

b) Marston Road Field  
None

c) Community Paths Initiative 2010/2011

Mrs. Wildman reported that she had spoken to Mr. Cox and suggested that the steps near the canal bridge need attention. Also markings are needed for footpath 1 between the canal and cricket pitch. (Way marking and fingerposts needed.)

## **248 To consider a report from Christmas Lights Working Group**

Mr. P. Elson presented a report from the recent CLWG

- The Xmas tree electrical supply cable and transformer have to be changed and we are awaiting a quote from Eon.
- We will supply more lights for the stall holders for next Xmas.
- The sound system was very poor for the amount of people that attended the event last year so we are looking at improving the equipment for this year. We are awaiting quotes and will then decide whether to hire a system or purchase one. It will probably involve the need for a small generator.
- We are hoping to have more on-stage entertainment for the next event, possibly the choir from Brewood Middle School and we are also hoping to have a MC (master of ceremonies) to make the announcements.
- Suggestions for additional stalls were, a Carousel for the children and a Hot Chestnut stall.
- Hopefully Santa will turn up again for the children this year.
- A celebrity will be sought to switch the lights on.
- One important point is the need for more helpers at the event, it was too much work for the 5 of us that attended last year. It is planned to divide the event up into sections: Stage; Stalls; Traffic; Village Hall; Church and have a steward (preferably a councillor) responsible for each section, setting up and breaking down their sections equipment and managing other stewards if necessary.
- It is recommended that the PC does not install lights at Lapley, as requested by a Lapley resident, as there is not enough money in this year's budget.

The date of 27<sup>th</sup> November was confirmed for 2010.

## **249 To receive reports from representatives from other meetings**

### **SPCA Area Committee**

Mrs Gould reported on topics discussed (Locality Forums, Scams on the increase especially online, Cycling on towpaths).

### **Village Hall Committee**

Cllr. Wright reported that the Christmas tree will go ahead in 2010 as in 2009, the Parish Council would be approached to pay for new wall lights and the roof and roof lighting will be looked at in 2010.

### **SLCC Practitioners' Conference**

The Clerk attended the two day conference and informed councillors that as a result of information gained at the conference she would be looking to tackle the following over the next 12 months:

- Installation of an intruder alarm (This may be installed as part of a general refurbishment)
- New sign for the Marston Road Field
- Add Skatepark to the annual inspection list, risk assessment and search for a volunteer to carry out weekly inspections.
- Investigate RPI training for Mr. Darrant and inspector of skatepark.
- Check whether financial risk is covered in the risk assessment.
- Ensure that the internal auditor is formally appointed by Parish Council and that he/she has the chairman's details to send a report to.
- Draw up a Health and Safety policy (which we are required to have by law as we have over 5 employees (including volunteers, staff & councillors).

## **250 To receive correspondence**

Members were asked to note the following correspondence:

Energy Saving Trust	Invitation to become a member (foc)
Staffordshire County Council	Letter regarding quarrying
	Local Transport Plan News
	Update on potholes situation
	Community Wellbeing Fund
	Staffordshire Freight Strategy Questionnaire
Stafford Borough Council	Request for responses to the Draft Core Policies of their LDF
South Staffordshire Council	Consultation on the Core Strategy Preferred Spatial Strategy
	Review of the Year 2009: Concessionary Travel services and Civil Contingencies
Staffordshire Police	Letter from Inspector Jones & copy of Clerk's letter.
SS Citizens Advice Bureau	Thank you letter
Mr. Palmer	Copies of correspondence relating to budget queries.

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

A concert will be held in the village hall on Tuesday. £1 entry towards OPW and Leisure Club.

The Chairman closed the meeting at 9.30pm

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

## Payment of Accounts

### Accounts paid during the month

Accounts for Payment		£ including VAT
Cash	Top up of petty cash	152.46
Staff	Salaries	727.88
Staffs County Pension	February Pension	149.35
Post Office Ltd	February PAYE	122.14
Parish Online	On line map service	58.75
SLCC	Practitioners' Conference	152.75
SLCC	Regional Conference	70.50
Tom Hodgkins	Christmas tree & fencing	550.00
Staffordshire County Council	Youth Club	1365.90
South Staffordshire Council	Annual mole pest control Primrose Bank and Marston Road	311.26
SPCA	Standing Orders Book	26.30
St. Mary's First School	Office Rent	1416.00
Blachere	Storage & carriage	575.75
Wheaton Aston Village Hall	Contribution towards Christmas lights electricity	20.00
BT	Telephone Bill	113.53
WACFR	Grant	300.00
L&WA V. Hall Mgt. Committee	Grant	485.00
L with WA PCC	Grant	2900.00
Staff	Salaries	727.88
Staffs County Pension	March Pension	149.35
Post Office Ltd	March PAYE	122.14
SPCA	Clerk's Day	40.00
Brewood British Legion	3 Wreaths	75.00