

MINUTES OF THE ANNUAL PATTINGHAM AND PATSHULL PARISH COUNCIL MEETING
HELD ON THE 12TH MAY 2025 AT PATTINGHAM VILLAGE HALL

Present: Councillors: A Freeman (Chairman), J Tomlinson (Vice Chairman), M Finch, Mrs A Kemp, S Walker, N Caine, W Morris, Mrs S Attwater, J Yardley, N Burton

Also Present: Mrs J Cree and County Councillor James Hodges.

57/25. Election of Chairman of the Parish Council for the Council Year 2025/6.
(the new Chairman to make his declaration of Acceptance of Office).

There was 1 nomination for Chairman of the Parish Council, Cllr A Freeman, this was agreed by all members present and he signed his declaration of office and remained in the chair for the remainder of the meeting.

58/25. Appointment of Vice-Chairman of the Parish Council for the Council Year 2025/6.

There was 1 nomination for Vice Chairman of the Parish Council, Cllr J Tomlinson this was agreed by all members present.

59/25. Apologies for Absence.

Apologies of absence were received from Cllr P Dunn. It was proposed by Cllr Mrs S Attwater and seconded by Cllr J Tomlinson to accept the apologies of absence from Cllr Dunn as he has been unable to attend meetings due to work commitments. On a vote this was carried.

District Cllrs Mrs V Wilson and R Reade were not in attendance.

60/25. Declarations of Councillors' Interest.

None were declared.

61/25. County / District Councillors to address the Council on any matters relevant to the Parish

County Cllr James Hodges via the Charman was forwarded the Parish Council's agenda and recent minutes. Cllr James Hodges was welcomed by the Council, and is looking forward to working with the Council, and he is here to learn. He passed on his contact details James.hodges@staffordshire.gov.uk and 07857157271.

He has not had the Highways Budget set yet, and will forward it when he has this information.

The road resurface at Burnhill Green was undertaken and the road is warrantied for another year. He will chase this up.

District Cllr Mrs V Wilson / R Reade were not in attendance.

62/25. Public Forum - Democratic fifteen-minute period / public question time including
Presentation for Pattingham Resident of the year 2025

Cllr A Freeman presented Mrs H Wallington with the Pattingham Resident of the year for 2025. Members thanked her on behalf of the community for all her work, especially in relation to the Youth Drama Group.

63/25. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 14th April 2025.

The minutes of the meetings held on the above date, were agreed as a true and accurate record of the meeting. These were proposed Cllr S Walker and seconded by Cllr J Tomlinson.

64/25. Review / agree the amended standing orders and Financial regulations and note the Financial Risk Assessment

The amended Standing orders and Financial regulations were circulated with the agenda papers. It was proposed by Cllr N Caine and seconded by Cllr J Tomlinson to accept the amended regulations detailed above.

The Financial Risk assessment having previously being circulated was noted.

65/25. Review of inventory of land and assets including buildings and office equipment.

The above information having previously being circulated with the agenda papers in April was noted.

66/25. Review and confirmation of arrangements for insurance cover in respect of all insured risks.

All insurances are in place for the Council, they are insured with Zurich Municipal £1113.67 per annum.

67/25. Reviewing the Council's complaints procedure and Health and Safety policy.

The above documents having previously being circulated were noted.

68/25. Reviewing the Council's procedures for handling requests made under the Freedom of Information Act 2000, GDPR and the Data Protection Act 1998.

The above documents having previously being circulated were noted.

69/25. Reviewing the Council's policy for dealing with the press/media

The above documents having previously being circulated were noted.

70/25. To note and confirm Declaration of Pecuniary Interest forms.

Any changes to the forms must be checked by members and then changed if required.

71/25. To confirm the dates, times and place of ordinary meetings of the full Council for the year ahead to May 2026 (Schedule attached).

The meeting schedule was agreed as detailed below:-

PATTINGHAM

MAY 25	12 (AGM)
JUNE 25	2
JULY 25	7
AUG 25	-
SEPT 25	1
OCT 25	6

NOV 25	3
DEC 25	1
JAN 26	5
FEB 26	2
MAR 26	2
APRIL 26	20 (APM)
MAY 26	18 (AGM)

72/25. Authorisation of signatories for Cheques.

There are the following cheque signatories:- Cllrs S Walker, W Morris, J Tomlinson, A Freeman and Clerk. This was noted.

73/25. Appointments on outside bodies

The following names were agreed:-

Village Hall – Cllr P Dunn

Education Pattingham Foundation – Councillors Mrs A Kemp and M Finch.

Over 65's Lunch – Councillors W Morris, A Freeman, J Tomlinson.

Police Forum – Councillors M Finch, W Morris, Mrs S Attwater and J Tomlinson.

74/25. Community Speedwatch update

Cllr Mrs S Attwater updated members that Speedwatch is scheduled for this Friday at 8.30am on Clive Road, but this has changed due to road works, so they will do High Street at the bottom of Merchant Close, the people undertaking the session are Perton Cllr Phil Davies and Councillors N Burton, Cllr Mrs S Attwater and J Tomlinson will be attending also.

The data from the SID from both areas, shows major speeding problems. This has been circulated to the Police and Maggie Quinn at SSDC. The high speeds are of concern and they have requested the speed camera van. The Clerk will circulate the data to County Councillor J Hodges.

The traffic issues are raised at the Police Forum meetings. One of the main issues are parking on the yellow lines, as well as along Westbeech Road and they block the entrance to the park and the coaches park and block the zebra crossing.

It was noted that Traffic wardens are shared with the whole of South Staffordshire (1/10 of a person), also the PCSO's cannot issue traffic tickets.

A traffic sign is required showing children crossing by the skate park entrance, this has been requested via the previous County Councillor.

The next drop in session is on the 22nd May, at 11am, perhaps an evening meeting may get more people to attend and perhaps PCSO Ashley Tooth could attend.

75/25. To discuss updates on the 4-year plan

Cllr P Dunn sent apologies for the meeting, so this was deferred until the next meeting, it was agreed to ask Cllr P Dunn to call a working party meeting to report back to the next meeting (this

includes Cllrs P Dunn, M Finch, S Walker, W Morris and Mrs S Attwater). One of the key points to progress is Communication.

The main discussion was for the additional Christmas lights on the small tree on the village green the Clerk will get a price for lights, check the power supply works and the box is repaired on the side of the village hall.

76/25. Report from the Clerk.

New prices for Dittons a 3% increase across each of the 3 years – this was agreed.

Dittons remind re under the trees.

Tennis court quotes

There were 3 quotes received as detailed below:-

Rigott - Costs for the outer green only £8,780 and £1200 for 2 x tennis and one netball.

Fosse have quoted costs to lightly clean, colour coat the entire court surfaces and line mark the 2Nr. courts as existing would be £4740.00 + vat in total. They are happy to cover 50% of the above cost, which would leave a balance of £2370.00 + vat for Pattingham Parish Council to pay.

Soft Surfaces £9034

It was proposed that Cllr N Caine that the final decision on the quote was given delegated authority to the Chairman, Vice Chairman, Clerk and Cllr M Finch to let the contract with the best deal for the Council. This was seconded by Cllr Mrs S Attwater. On a vote this was carried.

South staffs walking festival this was noted.

Parish Summit on May 22nd, 9.30am.

Police statistics for the last month were circulated.

The above were noted.

77/25. Accounts for Payment (re-appoint internal auditor for 2025/26) and to discuss to help part funding for a new PCSO pedal Bike

The accounts detailed below were agreed:-

723887	Misc exp		£51.95
723888	Lengthsmans services		£750.00
723789	Ditton Services		£638.00
DD	EE	May	£24.60
DD	Waterplus	April	£93.54
DD	YGS	April	£48.20

The topic of the bicycle provision for PCSO, Cllr N Caine reported that in recent discussions with the PCSO that covers Pattingham and Perton, he has informed him that there is no regular Police Vehicle to transport the PCSO to Pattingham and Perton from Codsall Police Station.

It takes 45 minutes to walk from Codsall to Perton and much longer, onwards to Pattingham.

He asked the PCSO what had happened to the current Bicycle, and was informed that it was an Electric Bicycle, requiring a New Battery, however, due to its make / age and Battery availability, it was unlikely to find and purchase a Battery.

As the conversation progressed, he was advised that the PCSO would be happier with a 'normal' Bicycle without an Electric Battery.

Cllr N Caine has contacted Perton Parish Council, and they have showed favourable interest in contributing to such, the Church (Perton Christian Fellowship) is willing to put up to one third of the cost towards the final price, subject to a maximum of £125.00. The cost would be a third to each party.

The choice of Bicycle would be determined by the PCSO, it was agreed by the Council to ask Cllr N Caine to research costs and report back on both refurbished electric bikes and standard bikes.

It was agreed to ask if we could have the PCSO regularly in the village at peak times, such as school times and at least twice a week to support ASB and issues in the village.

78/25. Items for future Meetings

Grants policy September 2025, PCSO Bicycle, support local charities, hygiene boxes, linking people in the village (mixing age groups etc), youth café information.

79/25. Dates of Next Meetings to be agreed at this meeting – 5th June 2025