

MINUTES OF THE PATTINGHAM AND PATSHULL PARISH COUNCIL MEETING HELD ON THE 4TH SEPTEMBER 2023 AT PATTINGHAM VILLAGE HALL

Present: Councillors: Mrs A Davies (Chairman), A Freeman (Vice Chairman), N Land, Mrs S Attwater, N Burton, M Finch and County Councillor J Abrahams.

Also Present: Mrs J Cree, SSDC Councillor R Reade.

100/23. Apologies for Absence.

Apologies of absence were received from N Caine, L Billingham, P Dunn, N Hill, J Tomlinson and SSDC Councillor Mrs V Wilson

101/23. Declarations of Councillors' Interest.

None were declared.

102/23. Public Forum - Democratic fifteen-minute period / public question time.(inc Competition prize giving)

Standing orders were raised to enable members of the public to speak.

The presentations firstly took place as below:-

Best Garden

- 1st. 4 Hall End Lane**
- 2nd. 23 Letchmere Close**
- 3rd. 21 Newgate**

Hanging basket

- 1st . 4 The old Smithy -**
- 2nd. 22 Clive Road**
- 3rd. 44 Letchmere Close**

Sunflower

- 1st 11ft 3 inch Mr & Mrs Thomas**
- 2nd 9 foot 5 inches Mr & Mrs Clark**
- 3rd 8 ft 1 inches Mr & Mrs Tomes**

Burnhill Green

BEST GARDENS

- 1st: Rose Cottage/10 Snowdon Road -**
- 2nd: Walnut Cottage -**
- 3rd: No 6 The Old Post Office -**

HANGING BASKET & TUBS

- 1st: Walnut Cottage -**
- 2nd: 22 Snowdon Road -**
- 3rd: Mr & Mrs Baugh -**

Rufus and Romana tallest Sunflowers for Burnhill Green.

Mathew Timmins addressed the Council with regard to speeding, he emailed the Clerk re speeding down on Clive Road a few weeks ago, he sent a video of an incident which was circulated to all members prior to the meeting.

He is concerned over the increasing issue of speeding within the Parish, and he understands through working with other local authorities that's funds for projects are hard to come by. Also, he noted that much of the signage is obscured by trees / bushes overgrowth in the Parish.

Mr R Lines updated that the SIDS do store data, and show speed patterns. This is the start of the evidence trail, and it's a long process to get traffic management installed into a Parish. Community Speed-watch – is the first base, this gets further evidence, and helps to start the process of getting the camera van into the village then onto TRO.

Cllr Mrs S Attwater – has circulated updated Speed-Watch posters to shops, but feedback she has received from residents is that they are not willing to do a speed-watch, in Pattingham but would swop with Perton. The poster implies doing speed-watch in Pattingham and we could look at sharing with Perton, so this will be changed to try to attract more volunteers.

Gateway Markers have been installed at Burnhill Green and reduce the speed limit to 40mph. This has taken 2 ½ years and a further year to get the markers installed.

County Councillor J Abrahams reported that speeding is raised with him virtually everyday, his annual budget is £2500, but a lot of the speed reduction items are tens of thousands of pounds. Clarity is needed on what is required before a timeline could be prepared.

Hedge cutting is now starting, following the end of the birds nesting season so signs should be able to be seen again.

Cllr M Finch reported that a Police presence would help with the problem, the Clerk to write and ask for help on this matter from the Police.

Standing Orders were re-instated.

103/23. To receive a report on crime statistics from the Police

No report was received in time for this meeting.

104/23. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 17th July 2023.

The minutes of the above meetings were agreed as an accurate and true record of the meeting with the exception.

105/23. Presentation from Ryan Cresswell / Stuart Neilson – September give an update on the support for residents around the cost of living.

This was deferred until the November meeting.

106/23. County / District Councillors to address the Council on any matters relevant to the Parish

County Councillor J Abrahams sent the following update to Cllrs:-

- Work has not been completed at the Square.
- Re-cycling Centres are now only accepting vans and trailers with free 12 visit permits per year.
- An update on flooding was requested.

Councillor R Reade addressed the Council, and the following was noted:-

- Licence for the Vineyard, causing concern and he has forwarded comments to Licencing at SSDC.
- Complaint re Warstones Hill, sign is covered with bushes etc.
- The Mill Riding Centre, complaint of a horse being neglected, he spoke to the owner and there was no issue. It was noted that there is a static caravan on the site that someone may be living in it, this has been passed to Enforcement.
- It was requested that when SSDC spray they do around the by shelter also, although the lengthsman does trim around the area.

107/23. To receive any updates on a new Tennis Club for Pattingham and to discuss and agree the use of the tennis courts by individual coaches.

Cllr M Finch reported that there was not a problem to form a Tennis Club, there are things that need to be in place and costs. He emailed the Clerk re the Tennis Coach using the courts. There are items that have to be agreed, dbs. checks, coaches, etc, this needs to be confirmed with a proposal of costs, Cllr M Finch to prepare a document for the next meeting.

The letter has not yet been delivered to the coach, the Chairman will speak to him as soon as possible and the Clerk will forward the letter to him directly.

108/23. To discuss General Maintenance for Pattingham and Burnhill Green (inc footpath maintenance and Lengths Mans work).

An update from the lengths-man has been received with before and after photographs being circulated to all member prior to the meeting. Members thanked him for the work he has undertaken. Additional work that needs to be undertaken at the park at Burnhill Green and also on Pattingham Park, the Clerk has asked him to undertake this work as soon as possible along with the area around the bus shelter.

It was agreed that a letter needs to be sent to the owner of the holly hedge (next to the old Vicarage) on Patshull Road, to ask them to cut it back, requesting as a duty of care to road users.

109/23. Update on Community Speedwatch from Cllr J Tomlinson

The notice was updated after the last meeting and circulated to all members and reposted on the webpage and Facebook.

Cllr Mrs S Attwater – has circulated updated Speed-Watch posters to shops, but feedback she has received from residents is that they are not willing to do a speed-watch, in Pattingham but would swop with Perton. The poster implies doing speed-watch in Pattingham and we could look at sharing with Perton, so this will be changed to try to attract more volunteers.

The Clerk to contact Perton Community Speedwatch Group to open discussions with sharing volunteers. County Cllr J Abrahams will prepare a time list to give some ideas of the length of the process.

Cllr M Finch reported that a Police presence would help with the problem, the Clerk to write and ask for help on this matter.

110/23. Update on Health visits to the Parish from SCC for the overs 60's

Cllr M Finch reported that this came from the Parish Summitt at SSDC – Everyone's Health, the County Council would send their trailer to Pattingham they cover Health checks, diets, etc.

The October Who's for Lunch date was agreed as a good date to invite them, Cllr M Finch will speak to them as the best course of action and report back to the Council.

111/23. To discuss proposals from the Mercer's for new footpath and bridleway creation

Cllr N Burton has investigated the proposal and shared his thoughts and amended proposal to the routes which are listed basically below:-

- The Millennium works were circular walks, - turning one walk into a bridlepath, changes this and also will make the path unwalkable for residents for much of the year
- A path is planned that has no exit, they should always be circular, therefore an additional path is required to make a Pattingham Circular walk.
- The horse gallops is a dangerous with mixes galloping horses and pedestrians
- A path by Bannut Tree Cottage that has been agreed, its not on the paperwork and is awaiting installation.

John Ellis cuts the paths back for the Mercer family and he is paid by them to cut back the paths, if any paths need cutting then Mr Ellis can be contacted directly to ask that they are cut back.

Members agreed to support the above, Cllr N Burton to prepare a formal response to be circulated to all members and agreed and the Clerk will forward this to the County Rights of Way Team and the Land Owner.

112/23. To discuss re-instating the Bike Track

A member of the public at the last meeting had requested that this was discussed. The Parish Council agreed in principal to look at reintroducing the bike track.

The last time this was looked at Dittons came and cleared the old forest school, with the help of an additional local contractor. The Clerk will request a quote from Dittons to clear the 2 areas, and ask the person that raised this for a proposal of what they want to see in the track. This to be an agenda item for the next meeting.

113/23. Report from the Clerk (inc Christmas plans / updates from Christmas Committee).

The following was noted:-

- A consultation on draft recommendations for division boundaries in Staffordshire has begun
- Concern from resident re Vine Yard changes to License
- Improving community engagement and consultation at South Staffordshire Council
- Complaint re parking and blocking the gate to the playing field
- 23/00533/FULHH - Proposed: Proposed conversion of existing detached double garage to provide ground floor living space - At: Marlbrook Cottage Marlbrook Lane Pattingham

- 23/00729/FULHH- Proposed: Replacement porch, side canopy roof extension, single storey rear extension and other external renovation works to the property – At: 1 Newgate, Pattingham
- 23/00725/OUT – Proposed outline application with all matters reserved other than scale and access for 1 no detached 2 storey dwelling accessed via new track from Hollies Lane – At: Nurton Ridge, Hollies Lane, Pattingham

114/23. Accounts for Payment the Externals Auditors completion notice.

The accounts for payment were detailed below:-

723703	J Lines	Lengthsmans work	300.00
723704	Viking Direct	Stationary	45.68
723705	Dittons	Grass Cutting	600.00
723706	Supplies for gardening		131.40
723707	Dittons	Grass Cutting	600.00
723708	J Lines	Lengthsmans work	750.00
723709	Domestic Roundup	To clear weeds by the shops	108.02
723760	HMRC	September	195.94
723761	J Cree	September	711.68
723762	A Horton	September	170.00
723763	SPCA	Courses	72.00
723764	Mazars	Audit	378.00
723765	Pattingham Village Hall	Who's for lunch room hire	144.00
723766	Viking Direct	Stamps	27.54
723767	Lengthsmans work	August	600.00
723768	A Horton	October	170.00
723769	J Cree	October	711.68
723770	Inland Revenue	October	195.94
723771	Dittons	Grass Cutting	600.00
dd	Water Plus	water rates x 2	34.80
dd	Utility Warehouse	July	69.40
dd	EE	x 2	47.02
dd	Utility Warehouse	August	80.95

The year end accounts as at the 31st March have been signed off by the Auditor, the Clerk will now place the completion notice on the website. The completion part of the AGAR is attached as appendix 1 to these minutes.

115/23. Items for future Meetings – Health and Well being presentation (9th October); Presentation from Ryan Cresswell / Stuart Neilson – November to give an update on the support for residents around the cost of living;

116/23. Dates of Next Meetings –

9 th October 2023	Burnhill Green, Crown Rooms – use the side entrance
13 th November 2023	Pattingham Village Hall

4 th December 2023	Pattingham Village Hall	
15 th January 2024	Pattingham Village Hall	
4 th March 2024	Burnhill Green, Crown Rooms	
15 th April 2024	Pattingham Village Hall	(APM / normal meeting)
13 th May 2024	Pattingham Village Hall	

DRAFT

DRAFT

Section 3 – External Auditor's Report and Certificate 2022/23

In respect of

Pattingham and Patshull Parish Council

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A **limited assurance review is not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2022/23

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

Not applicable

3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

*We do not certify completion because:

Not applicable

External Auditor Name

Mazars LLP, Newcastle upon Tyne, NE1 1DF

External Auditor Signature

Mazars LLP

Date

3 August 2023

Annual Governance and Accountability Return 2022/23 Form 3
Local Councils, Internal Drainage Boards and other Smaller Authorities*

Page 6 of 6

DRAFT