

MINUTES OF THE PATTINGHAM AND PATSHULL PARISH COUNCIL MEETING HELD ON
THE 2ND SEPTEMBER 2024 AT PATTINGHAM VILLAGE HALL

Present: Councillors: A Freeman (Chairman), J Tomlinson (Vice Chairman), M Finch, Mrs A Kemp, W Morris, J Yardley, Mrs S Attwater, P Dunn, County Cllr J Abrahams and SSDC Cllr R Reade.

Also Present: Mrs J Cree.

100/24. Apologies for Absence.

Apologies were received from Cllr N Caine, S Walker, SSDC Cllr Mrs V Wilson and N Burton.

101/24. Declarations of Councillors' Interest.

SSDC Cllr R Reade declared an interest in relation to anything to do with Planning.

102/24. Reporting from the Police update

There is another Police drop in session, it is at the Village Hall on the 7th September. This has been advertised on Facebook and the Noticeboards.

The crime statistics are available on line in a generic form, and can be published to a wider audience.

The Police and Crime Commissioner is attending a meeting at Perton on the 18th September and all council members have been invited.

103/24. Public Forum - Democratic fifteen minute period / public question time and BKV

Presentations

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

The following presentations were made:-

Pattingham

Best Kept Gardens

1st - 23 Letchmere Close. Graham and Patricia Howell

2nd - 21 Newgate.

3rd - 4 Hall End Lane.

Best Kept Hanging Baskets

1st - 17 Sandringham

2nd - 12 Sandringham

3rd - 7 Letchmere

Best Sunflower Competition

1st – 12 Sandringham Road – 11ft 8”

2nd – Hall End Close, Pattingham – 10ft 10”

Burnhill Green

Best Gardens

1. 22 Snowdon Road
2. Rose Cottage
3. 12A Snowdon Road

Best Hanging Baskets

1. Old Walnut Cottage
2. The Old School House
3. 24 Snowdon Road

Standing orders were reinstated.

The Chairman thanked his fellow judges for their work on this year's competition, Cllrs Mrs S Attwater, J Tomlinson and W Morris.

104/24. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 15th July 2024.

The minutes of the meetings held on the above date, were agreed as a true and accurate record of the meeting.

105/24. County / District Councillors to address the Council on any matters relevant to the Parish
SSDC Cllr Mr R Reade addressed the Council:-

- Their may be possible funding for CCTV and the Christmas event.
- Covert Camera – for fly tipping locations – he will look into what has to be undertaken to get one installed.

SCC County Councillor J Abrahams

- Pot Holes – he has raised with Highways the defects on Clive, Rudge, West Beech and High Street, roads.
- 1st November Great Moor Road, Moor Lane will be surface dressed.
- Pattingham Road – has been escalated for repair, the gulleys are not on Highway system so this is causing a delay in the process.
- Clive Road, West Beech Road, Wolverhampton Road are causing problems still despite the works have been completed. The park side drain is still blocked and needs to be cleared. The one drain cleared had to have roots removed, and this should be on a watch and a future program to stop this happening again, but they are not at this time. They are dealt with when there is an issue.
- The Burnhill Green resurfacing has been requested to be re-done under the work warranty. No date has been provided. This has been recorded on the system.
- Pot-holes are highlighted once reported and they are categorised before they are repaired hence, the time delay and the remarking of them.

He reported he will not be standing for re-election in the next elections due to being dis heartened with the system. The problems he encounters vary depending on the locations.

Cllr J Abrahams had sent this update before the meeting:-

"I have also tried to log a defect on Burnhill Green Road, the website has allowed me to plot a defect on our report it website, so I am unsure as to what the problem is, please ensure the area plotted is within Staffordshire's boundary.

I will visit Burnhill Green Road to observe the condition of the road, following my previous emails to the surface dressing team.

Kind regards Diane."

106/24. Community Speed-watch update

Cllr Mrs S Attwater reported that training has been undertaken. She did the speed-watch with 2 Perton Cllrs at Perton. There were a further 2 people that were going to undertake the training for Pattingham.

Cllr J Tomlinson contacted the Organiser from Perton, and a trained person from Perton will come and undertake the speed monitoring with Cllr J Tomlinson.

The locations for Pattingham are Wolverhampton Road, by the Butchers, Clive Road by No 8 and 29 (both ways), Westbeech Road (both ways).

The Clerk will request the Burnhill Green Speed device is borrowed from the Burnhill Green Group.

Signage for permanently warning of Speedwatch being active, cannot be put up for 6 months. Temporary signage is used before that. Burnhill Green can probably have the signs already, the Clerk will ask if they are eligible yet.

The SID Sign post at Burnhill Green is in the process of being approved by SCC. The post at Westbeech Road has had a hedge planted by it, the Clerk to write to the owner of the hedge and ask if we can keep it maintained so the post can continue to be used for the SID.

107/24. To receive an update from the Strategy Working Party for the 4-year plan

Cllr P Dunn circulated an update plan to members and explained how it works, the areas are Maintain the Parish, Climate change, Road safety and Communication these are the initial action points that need to be looked at. All the action points were allocated a councillor, and a further working group meeting will be called to discuss the next stages.

108/24. To discuss an update on traffic Officer request

A request has gone forward to the relevant department following receipt of the email below:-

"A request for a Parking Enforcement Officer to visit the school, can be made on our website. They can report parking issues and make a request for an Officer to attend site, obviously there are limited PEO's and the demand for outside a school are high, but by making a request this will be looked into and giving consideration as to the last time the site was visited."

109/24. Update / approve Park works required from Annual Inspection and other matters relating to the park.

Following the annual inspection all minor items have been passed to the lengthsman to undertake. A quote for some of the work has been requested from Playdale and also another company that undertakes repairs, the 2 quotes are below:-

Playdale £3881.34 PFL Group £1169.85

It was agreed to let the works to PFL Group for £1169.85, to undertake the repairs. The Clerk had asked for a new price for the barriers to be installed as they will be onsite undertaking the repairs, but there was very little discount, therefore, it was agreed not to install a barrier by the swings due to the cost.

Signs on the park for CCTV and accompanied children have been erected, the QR code for reporting issues to the police needs to be agreed and labels purchased to add to signs etc around the park and playing fields.

A new sign to be fixed to the gates stating "No dogs on this top field" x 3 and signs for the QR code were agreed. This to be publicised through social media and engage the community to remind them of the area for dogs to be walked.

Tennis court / MUGA cleaning completed, the tennis courts are being inspected by the contractor next week due to the surface not being left in the desired condition, and they will be meeting someone on site to look at it. The Clerk to check the scope of the work, to confirm the work and report back. In future payment to be withheld until the work has been signed off.

The handles for the nets have been stolen / taken. The Clerk has purchased 2 new handles one plastic and one brass. In light of the handle disappearing from the tennis courts, the question was asked is it worth considering locking them back up at night. Members agreed to leave them open at this time and monitor the situation.

110/24. To receive an update on CCTV at the Village Hall and signage and look at enhancing the coverage if necessary.

**The following information was received from the Village Hall:-
CCTV**

As you know the parish council handed over ownership/responsibility of any cctv equipment located at the village hall to the Village Hall Management Committee a couple of years ago. They also agreed to provide an annual grant of £1000 for the ongoing maintenance and running costs. In doing so, the parish council relinquished any control over the equipment or access to content. It's all in the minutes.

This means that parish councillors cannot demand access. Sometimes the police request to view recordings and we help them wherever possible. These are usually serious incidents when a crime has been committed.

If there is an incident on the park, or in the vicinity where cameras have coverage, you can request we review what images we have to assist resolving ASB. This happened a few months ago when some children graffiti'd the children's roundabout with a swear word.

They have offered to show members what is covered by the cameras prior to a meeting, the Clerk will try to arrange this for before the November meeting.

There may be funding to buy new CCTV and this may be applicable, if costs can be forwarded to Cllr R Reade he will see what he can get.

111/24. To confirm the arrangements for the Christmas Events

The School PTFA / volunteers have changed the light switch on to Sunday 24th November 2024, 3 – 6pm, from the 30th November. This has already been published on Facebook. The Clerk will change the dates with EON and the electrician. There are funds at SSDC for special events that can be accessed, these can be applied for via Victoria Wilson.

Cllrs Mrs S Attwater, A Freeman, W Morris and J Tomlinson will help turn the lights on.

112/24. Report from the Clerk.

SCC - Better Health Staffordshire - weight management campaign – July

Replacement Perspex for noticeboard - 2 x New Perspex Panels sent out to you for £200.00 + VAT (ordered)

New SID delivered on the 25th July

Letter sent to PCC re Police presence and response received and circulated.

Code of Conduct training 19th September

SCC Climate fund

Community health and wellbeing schemes

Burnhill Green Bollards agreement from the Crown Estates re supporting funding for £500, the Clerk to get a quote for the replacement road bollards, smaller bollards by the bench and bench repair – to be discussed at the next meeting.

Leveling up fund – Chairman attended the information meeting funds can be applied for looking at the brief on this fund there is a maximum of £70,000 per claim, this has to be made up of 40% from business / parish and 30% from other organisations.

Bus service response re Saturday service – to be discussed at the next meeting.

Planning applications

24/00681/FULHH

Proposal: Two storey side extension and replacement double garage

Location: New House Broadwell Lane Pattingham

24/00701/TREE

Proposed: Pattingham Conservation Area: Wild Cherry (T2 as referenced on Morfe

Valley Arboriculture plan TLP_01) - Crown lift by up to 3m

At: St Chads Church Patshull Road Pattingham

The above items were noted.

113/24. Accounts for Payment and note completion of audit 2023-24

The accounts for payment were agreed as detailed below:-

Payments list for Pattingham Parish Council

723832	Morelock	New SID Battery	£86.40
723833	The Sign Shed	For park	£68.40
723834	Noticeboard Co	New Perspex for board	£240.00
723835	Gardening	Fuel for mowers	£29.82
723836	Ebay	Trophy and additional sign	£31.44
723837	Viking Direct	Postage stamps	£46.82
	Community Heartbeat		
723838	Trust	New defib pads for both defibs	£129.54
		Cleaning tennis courts and	
723839	Fosse Contracts	MUGA	£3,840.00
723840	Lengthsmans work	July work	£750.00
723841	Dittons	Grass Cutting	£600.00
723842	Inland Revenue	September payment	£210.53
723843	Clerks Salary	September payment	£746.44
723844	A Horton	September payment	£180.00
723845	BKV Prizes		£215.00
723846	Ebay / Net Suppliers	New handles for Tennis courts	£50.25
		Who's for lunch room hire and	
723847	Pattingham Village Hall	kitchen usage	£480.00
723848	Administration	Travel Exp	£22.00
dd	Water Plus	Changing room supply	£34.80
dd	EE	Mobile phone bill	£22.80
dd	Utility Warehouse	Changing room supply	£80.00
	Total		£7,864.24

It was noted that the audit had been completed by the External Auditor and there were no matters to deal with. The certificate is attached to these minutes as appendix 1.

114/24. Items for future Meetings

Bus Services – (SA), Burnhill Green Bollards (Clerk to get quote for new large bollards and repair bench and smaller bollards)

115/24. Dates of Next Meetings - 14th October 2024 (BG) WM Apologies submitted, 18th November 2024, 9th December 2024

Section 3 – External Auditor's Report and Certificate 2023/24

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 2024; 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 2023/24

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 2023/24

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 2024.

*We do not certify completion because:

Not applicable.

External Auditor Name

Forvis Mazars LLP, Newcastle upon Tyne, NE1 1DF

External Auditor Signature

Forvis Mazars LLP

Date

6 August 2024