

LOWER PENN PARISH COUNCIL

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MEETING of the PARISH COUNCIL held on THURSDAY 1 JUNE 2023 at the VICTORY HALL, LOWER PENN

PRESENT:

Cllr Ms Fuller – Acting Chair
Cllr D Everett
Cllr Mrs Taylor

District & County Cllr Mrs V Wilson
District Councillor R Reade

8 Members of the Public

		Action
56/23	APOLOGIES Received from Cllr Mrs Southall and Staffordshire Police.	
57/23	DECLARATIONS OF ACCEPTANCE OF OFFICE Cllr Mrs Taylor signed her Declaration of Acceptance of Office on her return from holiday.	
58/23	CHAIRMAN AND VICE-CHAIRMAN To be reviewed at next Meeting	
59/23	MINUTES Proposed by Cllr Everett and seconded by Cllr Ms Fuller and carried that the minutes of the Annual Council Meeting held on 11 May 2023 be approved and signed as a true and correct record.	
60/23	DECLARATION OF INTERESTS D. Cllr Reade declared an interest in any discussion on the Local Plan.	
61/23	CO-OPTION OF PARISH COUNCILLORS The Clerk reported that she had received an expression of interest from one resident. It was confirmed that the closing date for applications was 2 June 2023.	
62/23	POLICE REPORT 06/05/2023-30/05/2023 Received and circulated. Residential Burglary: Attempted Showell Lane Vehicle Crime: 10 May – attempted theft and damage of caravan Showell Lane 17 May - vehicle stolen from restaurant car park A449 Local Officers have teamed up with Community Speed Watch and will be conducting speed indicatives in our region. Due to a number of vehicle crimes within the area, the Roads Policing Unit have been covering Wombourne and surrounding areas and multiple vehicles have been stopped.	
63/23	LOCAL PLAN District Cllr Reade left the meeting during the discussion.	

	<p>Cllr Ms Fuller confirmed that there has been no update from Government to date. At Cllr Everett's request, District Cllr Mrs Wilson agreed to provide a definition of the urban fringe.</p> <p>District Cllr Mrs Wilson also stressed that she will represent the Parish Council and Lower Penn residents on the Local Plan issue and will ensure that residents' views are communicated to the District Council in the strongest terms.</p>	VW
64/23	<p>COUNTY COUNCIL REPORT County Cllr Mrs Wilson reported on the following:</p> <ul style="list-style-type: none"> ▪ Dene Road/Orton Lane: new signage provided in improved locations. ▪ Dimmingsdale Bridge: The County Council has agreed to provide a full-length crash barrier as soon as possible after bridge repairs are complete. ▪ Cllr Ms Fuller was thanked for producing a map of problem sites for pot holes and blocked drains and this had been sent to the County Council for action. ▪ Ward Walk – 16 June 2023: This will start in Lower Penn and councillors were asked to let County Cllr Mrs Wilson know if there are any issues requiring attention. 	All
65/23	<p>DISTRICT COUNCIL REPORT District Council Surgeries: both District Councillors are willing to hold quarterly surgeries at the Victory Hall on a Saturday morning. Cllr Mrs Southall to advise of the availability of the Hall and dates to be arranged.</p>	BS
66/23	<p>PUBLIC PARTICIPATION</p> <ul style="list-style-type: none"> ▪ Appeal - 58A Springhill Lane: Following a site visit by the Inspectorate, District Cllr Reade confirmed that the District Council is the authority that enforces the rulings contained within the Inspectorate's report. However, it is permissible within planning regulations for the applicant to re-apply for retrospective permission. ▪ Sandhills Nursery: Condition 4 BREEAM – given to 21 June 2023 to comply. Condition 9 Drainage – The meeting discussed the unsuitable drainage arrangements and County Cllr Mrs Wilson will request a site visit to inspect the holding tank currently in situ. ▪ Overgrown Hedges/Trees Castlecroft Road: District Cllr Mrs Wilson to follow this issue up with Cllr Wendy Dalton from Wolverhampton City Council. ▪ RFU Castlecroft Road: A brick structure has been built without planning permission ▪ Old Wulfrunians: A concrete structure is in the process of being built without planning permission. Cllr Ms Fuller agreed to visit both sites and follow these up with the Planning Department. ▪ Pot Holes Castlecroft Road: Cllr Ms Fuller agreed to report these to Wolverhampton City Council. 	VW VW HF HF
67/23	<p>PLANNING App No: 23/00437/FULHH Erection of outbuilding (retrospective) 58A Springhill Lane App No: 23/00436/FULHH Erection of boundary fence (retrospective) 58A Springhill Lane App No: 23/00438/VAR Vary of Condition 2 of 18/00022/FUL to accommodate varied plans for a rear balcony – 58A Springhill Lane</p> <p>The Meeting discussed these applications and it was agreed to formulate a response as soon as possible.</p> <p>PLANNING APPLICATIONS PENDING App No: 23/00140/FUL Demolition of 2 bungalows – 83-85 Springhill Lane App No: 23/00011/FUL Replacement Dwelling – Ivydene, Radford Lane App No: 23/00221/FUL Replacement dwelling – 107 Springhill Lane</p> <p>APPLICATIONS APPROVED App No: 23/00161/FUL Temporary consent for caravan-The Lindens Penstone Lane</p> <p>22/01049/VAR Change of Condition 5 Sandhill Day Nursery</p>	All/ Clerk

	<p>Appeal lodged.</p> <p>23/00203/FULHH 59 Springhill Lane Appeal lodged – email from SSDC 22 May 2023 advising that appeal has been lodged with the Planning Inspectorate against SSDC decline to determine this application.</p> <p>22/01066/BUHOEX Additional storey – 119 Springhill Lane Appeal lodged under Household Appeals Service – no opportunity to submit comments.</p> <p>MATTERS ARISING</p> <p>Enforcement Issues: District Cllr Reade to provide update.</p> <p>Sandhills Nursery (19/00048)– 2 x Breach of Condition Notices 4 & 9 – BREEAM/Foul Water Drainage Case Ref: 22/00132/BOC Target determination date of 21 June 2023. Enforcement Notice now on hold pending the outcome of the discharge of Conditions application. Site visit to be arranged.</p> <p>Access Road – Land adj Springhill Cottage Case Ref: 19/00192/BOC This issue is listed for 5 June 2023 at Newcastle-under-Lyme Magistrates Court for prosecution of failure to comply with Planning Enforcement Notice served on Lawnswood Homes.</p> <p>New Build 58A Springhill Lane- App 18/00022/FUL Case Ref: 22/00333/BOC Enforcement ongoing and owner has instructed a planning agent to submit a retrospective planning application for submission within 2 weeks.</p> <p>Sandhills Nursery Case Ref: 22/00401/UNDEV – Planning Officer undertook a site visit and reports that this is minor adjustments to the landscaping at the rear of the nursery to make it safe for children. The case is now closed and no enforcement action is required. The meeting agreed to request clarification from the District Council as to what the planning terms are for this type of work.</p> <p>Winander, Radford Lane – App 23/00124/BOC- Tree Protection Site visit carried out by Planning Officer who reports that there are no issues around the root protection areas of the trees. Councillors to reply stating that Conditions have not been met and that fencing is required around the trees, shrubs and hedges as stated in the Decision Notice.</p> <p>Three Ridings, Radford Lane Site visit carried out by Planning Officer who reports that the wall and pillars are acceptable in planning terms. Councillors to reply asking that the solid concreted front garden which appears to be non-porous, satisfies all regulations.</p>	
68/23		RR
		VW
		Clerk
		Clerk
		Clerk
69/23	<p>Community Speedwatch/Speeding Issues Visits ongoing. No further information available.</p>	
70/23	<p>Fly Tipping/Litter Cllr Ms Fuller urged residents to report all incidents to Street Scene and that she would be arranging a further litter pick.</p>	HF
71/23	<p>Victory Hall</p>	CT

72/23	<p>It was reported that a number of general maintenance issues required attention and Cllr Mrs Taylor agreed to arrange for works to be carried out.</p>													
	<p>Climate Action Group Group has been suspended until more councillors have been elected.</p>													
73/23	<p>Castlecroft Playing Field Cllr Ms Fuller had visited the site and reported that the area where tree planting had taken place was looking healthy with a number of wild flowers growing. However, the wild flower meadow was not doing well and required re-seeding. Cllr Ms Fuller agreed to contact the Forest of Mercia about this.</p>	HF												
74/23	<p>Lower Penn Social Club – Community is the Best Medicine Fund Cllr Ms Fuller was congratulated on organising the current Social Club which has been very well attended over past weeks. Cllr Ms Fuller said that she would like this to continue and will be applying for extra funding for this purpose.</p>	HF												
75/23	<p>King’s Coronation Cllr Mrs Taylor to apply for grant funding, to be added to existing Jubilee funds, in order to purchase 2 commemorative benches for both the late Queen and King Charles.</p>	CT												
76/23	<p>Red Telephone Box BT will disconnect the electricity and move the box to a more accessible location if required, free of charge. Cllr Ms Fuller said she would post on social media to ascertain residents’ views on this.</p>	HF												
77/23	<p>Notice Boards and Planters Cllr Mrs Southall had obtained a number of quotations for the purchase of new notice boards but these had proved extremely expensive. It was agreed to discuss further at the next meeting and Cllr Ms Fuller said she would make enquiries into the repair of the existing boards using the correct treatments.</p>	HF												
78/23	<p>ANY OTHER BUSINESS</p> <p>Health & Wellbeing Initiative Arranged by SPCA via funding providing by Staffordshire County Council.</p>													
79/23	<p>ACCOUNTS The Clerk reported the first precept payment of £8585.00 paid into bank.</p>													
	<p>The following accounts were presented for payment and cheques to be given to Cllr Mrs Southall for signature:</p> <table border="0" data-bbox="207 1601 1300 1736"> <tr> <td>BG Ground Maintenance</td> <td>May Account</td> <td>£330.00</td> </tr> <tr> <td>Mrs J Footman</td> <td>Clerk’s Qtrly Salary</td> <td>£1648.60</td> </tr> <tr> <td>DBS (for HMRC)</td> <td>Qtrly PAYE/NIC</td> <td>£238.30</td> </tr> <tr> <td>Mrs J Footman</td> <td>Qtrly Accommodation</td> <td>£105.00</td> </tr> </table>	BG Ground Maintenance	May Account	£330.00	Mrs J Footman	Clerk’s Qtrly Salary	£1648.60	DBS (for HMRC)	Qtrly PAYE/NIC	£238.30	Mrs J Footman	Qtrly Accommodation	£105.00	Clerk Clerk Clerk Clerk
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	<p>Audit 2022/2023 It was noted that the Council’s gross income and expenditure for the year did not exceed £25,000 and that the Council wished to certify itself as exempt from a limited assurance review under Section 9 of the Local Audit (smaller authorities) Regulations 2015. The Clerk confirmed that all audit books/paperwork had been approved satisfactorily by the internal auditor and that there were no recommendations for further action. The following documents were presented to the Council and those requiring signature were approved and signed by the Chairman and Clerk:</p> <ol style="list-style-type: none"> Certificate of Exemption Section 1 Annual Governance Statement Section 2 Accounting Statements 	Clerk												

- d) Year End Bank Reconciliation
- e) Significant Variances Report
- f) Assets Register
- g) Receipts and Payments Book

The Clerk confirmed that all paperwork would be submitted to the external auditor within the next few days, a date would be set for the commencement for the exercise of public rights and that all audit documents would be posted on the website for public inspection

Clerk

80/23

FINANCIAL RISK ASSESSMENT

The Clerk reported that the accounts had now been completed satisfactorily.

81/23

DATE OF NEXT MEETING

Thursday 6 July 2023 at the Victory Hall commencing at 7.15pm

Signed: **Chairman**

Dated:

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