

LOWER PENN PARISH COUNCIL

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PARISH COUNCIL MEETING held on THURSDAY 6 JUNE 2024 at the VICTORY HALL, LOWER PENN

PRESENT:

Cllr Ms H Fuller – Acting Chair
Cllr Mrs K Brazenell
Cllr D Everett
Cllr S McEwen
Cllr Mrs C Taylor

5 Members of the Public

62/24	APOLOGIES Received from Cllr Crane, D. Cllr Reade and Staffordshire Police	
63/24	MINUTES Proposed by Cllr Mrs Brazenell and seconded by Cllr Mrs Taylor and carried that the minutes of the Annual Council Meeting held on 7 May 2024 be approved and signed as a true and correct record.	
64/24	DECLARATION OF INTERESTS None recorded.	
65/24	POLICE UPDATE Staffordshire Police has advised that Councils will now receive a quarterly, more in-depth report and that a PCSO/PC will attend Parish Council meetings on at least a quarterly basis.	
66/24	LOCAL PLAN The consultation period has now ended and there is no further update at present. The Council's response would be posted on its website.	HF
67/24	COUNTY COUNCIL REPORT No report available.	
68/24	DISTRICT COUNCIL REPORT No report available.	
69/24	PUBLIC PARTICIPATION <ul style="list-style-type: none">▪ Residents expressed their dissatisfaction with the absence of District Councillors at the Parish Council Meeting and the ability to be able to discuss directly in person any queries or questions they may have, particularly if no response had been received to their emails. It was agreed that District Councillors would be invited to future meetings.▪ Litter Picking – it was agreed that Wombourne BKV and the District Council be contacted to establish what insurance cover is required for volunteers of litter picking events.	Clerk Clerk

	<ul style="list-style-type: none"> ▪ A resident was unhappy with the apparent irregularities in the planning process of a property in Springhill Park and it was agreed that he would outline his concerns in an email to the Parish Council, who would then respond to the District Council accordingly. <p>70/24 PLANNING</p> <p>App No: 24/00489/FULHH: Extensions – 59 Springhill Lane Concerns that the garage is not in keeping with the style of the house or street scene.</p> <p>App No: 24/00462/FULHH: Extensions – 119 Springhill Lane Dwelling sited within GB1 greenbelt land – all relevant policies should be adhered to.</p> <p>App No: 24/00431/FUL: Demolition of 2 properties and replacement with single dwelling – 83-85 Springhill Lane Replacement dwelling sits within greenbelt in a raised position and concerns regarding height, bulk and structure of the proposed building.</p> <p>App No: 24/00360/VAR: Variation of Condition 2 to amend roof – Robins Nest Farm Dwelling sits within greenbelt – all relevant policies should be adhered to.</p> <p>App No: 24/00405/HEDGE: Removal of 4 sections of hedge – Langley Road No objection providing all hedgerows are reinstated with indigenous plants.</p> <p>App No: 24/00480/TTREE – TPO 18/1965 The Barns Pool Hall Trescott No objection to the proposed arboreal work.</p> <p>APPLICATIONS APPROVED 24/00235/FULHH – Extensions 77 Springhill Park 24/00173/FULHH – Extensions/Outbuilding 43 Springhill Park 24/00107/FUL – New score box Old Wulfrunians, Castlecroft Road</p> <p>PLANNING APPLICATIONS PENDING App No: 23/01036/VAR – Removal of Conditions, Battery Farm, Land off Railway Walk App No: 23/01011/FUL C2 Care Home – 107 Springhill Lane App No: 24/00390/FULHH – Boundary wall and gates – Three Ridings Radford Lane</p>	<p>KB/HF/ Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>71/24</p>	<p>MATTERS ARISING</p> <p>Enforcement Issues No update received from District Councillors. Cllr Ms Fuller agreed to check the proximity of the fencing to the TPO at Winander and the Clerk was asked to obtain an update from the Enforcement Officer on all issues outstanding.</p> <p>Sandhills Nursery (19/00048)– Breach of Condition Notice 4 Case Ref: 22/00132/BOC Caravans – Ivydene, Radford Lane: 2 caravans appear to be lived in – site visit requested.</p> <p>Unauthorised Wall/Pillars – 20 Springhill Park</p> <p>Three Ridings Radford Lane – Case Ref: 23/00176/UNDEV</p> <p>The Lindens, Penstone Lane – Temporary Caravan</p> <p>Winander Radford Lane - Trees</p>	<p>HF Clerk</p>
<p>72/24</p>	<p>107 Springhill Lane – Care Home A response from the District Council had been received to the Parish Council’s formal complaint and it was agreed that the Council would proceed to a Stage 2 Review. Councillors and local residents will attend the Committee Meeting relating to this application.</p>	<p>KB/HF</p>
<p>73/24</p>	<p>Severn Trent Project It was reported that a number of HGV’s are using Springhill Lane as access to their site and Cllr Mrs Brazenell had reported this to STW. Residents were encouraged to obtain registration numbers and vehicle names and report to Cllr Mrs Brazenell.</p>	<p>KB</p>

74/24	<p>Battery Storage Facilities Cllr McEwen was thanked for producing 4 draft fact sheets covering the relevant issues of concern and he confirmed that, along with Cllr Everett, these would be completed by the next meeting. Cllr McEwen also said he would speak to Helen Benbow at the D Council.</p>	SM/DE																								
75/24	<p>Community Speedwatch Cllr Mrs Taylor agreed to contact Keith Dunton regarding training and further site visits.</p>	CT																								
76/24	<p>S.I.D'S Preferred locations for the devices had been sent to Mark Keeling and Andrew Aston – carry forward to next meeting.</p>																									
77/24	<p>Fly Tipping/Litter No further litter picks have yet been planned.</p>																									
78/24	<p>Victory Hall Cllr Mrs Taylor reported on the AGM held the previous evening and said that some remedial works had been carried out which she would report on at the next meeting.</p>	CT																								
79/24	<p>Castlecroft Playing Field Kirstein Preece had sent some photos of the field, which is looking very good at the moment, with very little litter or dog mess anywhere.</p>																									
80/24	<p>Role of District Councillors District Councillors to be invited to next meeting.</p>	Clerk																								
81/24	<p>Penstone Lane Footpaths Ongoing.</p>																									
82/24	<p>Signage – Market Lane/Dene Road Cllr Ms Fuller confirmed she had reported the poor 'Give Way' signage to Eon and would follow this up.</p>	HF																								
83/24	<p>Notice Boards Cllr Crane offered to inspect the notice boards in the Parish to ascertain whether any maintenance work could be carried out at the end of June.</p>	KC																								
ANY OTHER BUSINESS																										
84/24	<p>July Parish Council Meeting Wednesday 3 July 2024.</p>																									
85/24	<p>Resignations</p> <ul style="list-style-type: none"> ▪ Mrs Beccy Southall has resigned as a Parish Councillor and it was agreed that a new Chair would be elected at the next meeting. It was agreed a letter of thanks and flowers would be sent to Mrs Southall. ▪ Mrs Jan Footman, Clerk, gave 3 months' notice as she wished to retire in September. 	Clerk																								
86/24	<p>ACCOUNTS The following accounts were presented for payment and cheques signed accordingly.</p> <table border="0" style="width: 100%;"> <tr> <td>BG Ground Maintenance</td> <td>May Account</td> <td style="text-align: right;">£330.00</td> <td>Clerk</td> </tr> <tr> <td>Mrs J Footman</td> <td>Clerk's Petty Cash</td> <td style="text-align: right;">£250.00</td> <td>Clerk</td> </tr> <tr> <td>Mrs J Footman</td> <td>Clerk's Qtrly Salary</td> <td style="text-align: right;">£1622.60</td> <td>Clerk</td> </tr> <tr> <td>DBS Ltd (for HMRC)</td> <td>HMRC Qtrly Fees</td> <td style="text-align: right;">£264.30</td> <td>Clerk</td> </tr> <tr> <td>Mrs J Footman</td> <td>Qtrly Accommodation/electricity Fees</td> <td style="text-align: right;">£150.00</td> <td>Clerk</td> </tr> <tr> <td>DBS Ltd</td> <td>Qtrly Professional Fees</td> <td style="text-align: right;">£30.00</td> <td>Clerk</td> </tr> </table>	BG Ground Maintenance	May Account	£330.00	Clerk	Mrs J Footman	Clerk's Petty Cash	£250.00	Clerk	Mrs J Footman	Clerk's Qtrly Salary	£1622.60	Clerk	DBS Ltd (for HMRC)	HMRC Qtrly Fees	£264.30	Clerk	Mrs J Footman	Qtrly Accommodation/electricity Fees	£150.00	Clerk	DBS Ltd	Qtrly Professional Fees	£30.00	Clerk	
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87/24

Audit 2023/24

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:

- a) Certificate of Exemption
- b) Section 1 Annual Governance Statement
- c) Section 2 Accounting Statements
- 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 and 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

88/24

FINANCIAL RISK ASSESSMENT

The Clerk reported that she had completed the Council's annual Audit and that all documents would be sent to the external auditor and posted on the Council's website.

89/24

DATE OF NEXT MEETING

Wednesday 3 July 2024 at 7.15pm in the Victory Hall.

Signed: **Chairman**

Dated:

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