

# LOWER PENN PARISH COUNCIL

Clerk to the Council: Mrs Jennifer Cree  
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27<sup>th</sup> August 2024

TO ALL MEMBERS OF LOWER PENN PARISH COUNCIL, THE PRESS AND THE PUBLIC

Dear Sir or Madam

All Parish Councillors are summoned to attend the next meeting of Lower Penn Parish Council to be held at 7.15pm on Thursday 5<sup>th</sup> September 2024, at Victory Hall, Lower Penn.

Yours faithfully

*J S Cree*

Clerk to the Council

## AGENDA

- 121/24. Apologies for Absence and introduction of the new Clerk and retirement of the former Clerk
- 122/24. Approval of Minutes of Council Meeting held on 3<sup>rd</sup> July 2024 to be agreed and signed (copy attached with agenda papers)
- 123/24. Declaration of Interests
- 124/24. To receive and agree the updated Code of Conduct and Civility and Respect Policy
- 125/24. County Councillors Report
- 126/24. District Councillors Report
- 127/24. Public Participation – 15 minutes for members of the public to address the Council
- 128/24. Planning Matters to be discussed including 'NPPF response draft - (Cllr McEwan, Cllr Everett)'
  - a) Current
  - b) Mid-Meeting
  - c) Pending
  - d) Appeals
  - e) Enforcement
- 129/24. Items outstanding from Previous minutes
  - a) Severn Trent Water - ongoing
  - b) Battery Storage Facilities
  - c) Community Speedwatch
  - d) Speed Indicator Devices
  - e) Fly Tipping/Litter Picks
  - f) Victory Hall Update (CT)
  - g) Castlecroft Playing Field
  - h) Role of District Councillors

- i) Penstone Lane - ongoing
- j) Notice Boards (KC)
- k) Civil Law of Tort (DE)

130/24. To discuss and agree quote for installing white posts at the junction of Springhill and Dene Road

131/24. Clerks report

132/24. Accounts for payment

133/24. To discuss and agree the following documents

Updated Standing Orders

Updated Financial regulations

New Media Policy

New Public participation

New Filming Policy

134/24. Items for future agendas

135/24. Date of next meeting – 3<sup>rd</sup> October 2024

136/24. To exclude the press and public on the grounds that the business to be transacted relates to staffing matters.

137/24. To confirm the Clerks appointment and Terms of employment

## Back ground information

128/24 Planning matters

## New planning applications

Validated

24/00659/FULHH

Alternative Reference PP-13243327

Application Received Wed 31 Jul 2024

Application Validated Wed 07 Aug 2024

Address 58A Springhill Lane Lower Penn WOLVERHAMPTON WV4 4TJ

Proposal To retain the parking area at the front of the site and the outbuilding at the rear with a reduction in ridge height.

24/00557/FULHH

Alternative Reference Not Available

Application Received Tue 02 Jul 2024

Application Validated Wed 03 Jul 2024

Address 8 Drive Fields Lower Penn WOLVERHAMPTON WV4 4XY

Proposal Proposed rear extension, front canopy and detached garage (previously approved under 21/00487/FUL)

Decided - July

- [Proposed front, side and rear extensions including single storey double garage addition](#)  
59 Springhill Lane Lower Penn WOLVERHAMPTON WV4 4TN  
Ref. No: 24/00489/FULHH | Received: Wed 29 May 2024 | Validated: Wed 29 May 2024 | Status: Application approved with conditions
- [Proposed extensions to dwelling including roof alterations and loft conversion, and render to the whole dwelling.](#)  
119 Springhill Lane Lower Penn WOLVERHAMPTON WV4 4TW  
Ref. No: 24/00462/FULHH | Received: Fri 17 May 2024 | Validated: Fri 17 May 2024 | Status: Application approved with conditions
- [Demolition of two no. existing bungalows and provision of single replacement dwelling](#)  
83 - 85 Springhill Lane Lower Penn WOLVERHAMPTON WV4 4TW  
Ref. No: 24/00431/FUL | Received: Thu 09 May 2024 | Validated: Wed 29 May 2024 | Status: Decided
- [22/00100/FUL - Variation of condition 2 to amend the roof of the dwelling from flat to pitched](#)  
Robins Nest Farm Dirty Foot Lane Lower Penn WOLVERHAMPTON WV4 4UQ  
Ref. No: 24/00360/VAR | Received: Wed 10 Apr 2024 | Validated: Fri 31 May 2024 | Status: Application approved with conditions

130/24. To discuss and agree quote the replacing of white posts at the junction of Springhill and Dene Road

Contractor 1 £3162.92

Quote 2 £730

131/24 Clerks report

MacMillan Coffee Morning,

Festive Fayre

BKV

132/24. Accounts for payment

05/09/2024	£73.82	15	200868	J Parkers (Kate Braznell)	Bulbs
05/09/2024	TBC	16	200869	B G Ground Maintenance	August grounds maintenance July / August salary and accommodation costs (J Footman)
05/09/2024	150+??	17	200870	Administration	Room hire
05/09/2024	250	18	200871	Lower Penn Village Hall	HMRC Payment for September (J Cree)
05/09/2024	TBC	19	200872	Inland Revenue	Clerks salary September (J Cree)
05/09/2024	TBC	20	200873	Administration	

133/24. To discuss and agree the following documents – copies attached to agenda papers

Updated Standing Orders  
Updated Financial regulations  
New Media Policy  
New Public participation  
New Filming Policy