



## WALL PARISH COUNCIL

Including the hamlets of: Chesterfield, Hilton and Pipe Hill.

Clerk: Pam Salter- 07738 053590 [clerk@wallparishcouncil.gov.uk](mailto:clerk@wallparishcouncil.gov.uk)

### Draft Minutes of Full Council meeting Tuesday 17<sup>th</sup> September 2024 at 7.30pm Wall Village Hall.

The Chairman welcomed everyone to the meeting.

#### **37/2024 Register of members in attendance**

Councillor Paul Sampson (Chairman), Councillors Conrad Rubisch, Ross Harwood, Robert Saxton, County Councillor David Smith, District Councillor Janice Silvester-Hall District Councillor David Salter (Shenstone), Pam Salter (Clerk) plus 1 member of the public

#### **Acceptance of apologies.**

Apologies were received from Councillors Gary Hutton, Richard Barker, Andrew Ryman and PCSO Racheal Orwin. Their reasons were presented to Council and accepted.

#### **38 Public Participation**

A resident of Raikes Lane spoke on two matters. Firstly, they wanted to thank the Highways Team for clearing the drains along Raikes Lane below Cllr Barker's Farm. Secondly, they experienced a frightening incident involving a speeding car whilst approaching the Watling Street crossroads narrowly avoiding a serious accident. They asked that safety measures be taken to counter the increased traffic resulting from vehicles from the new housing developments using shortcuts, for example remarking the white lines.

Councillor Sampson assured the resident that Council was well aware of the issues with the Watling Street crossroads and were working with County Cllr Smith to manage the problems. Remarking of the white lines has been agreed and is in process and evidence is being gathered to allow further actions.

**39 Policing - PCSO Orwin** sent her apologies. She had intended to attend but had to attend an emergency. A report would be made available to circulate.

Councillor Sampson reported on PCSO Orwin's response to Council's concerns regarding inappropriate parking at The Trooper, particularly the dangerous parking on the corner. She has been very proactive in her support and asked to be phoned when incidents occur to enable a member of the team to attend.

#### **40 Declarations**

Members should consider whether they should partake in any discussion or vote on matters on the agenda unless they have a dispensation. There were no declarations.

**41 Minutes of Full Council meeting Tuesday July 19<sup>th</sup>, 2024**, Copies circulated prior to the meeting for reference. Minutes duly approved and signed.

#### **42 Matters arising from previous meeting.**

- **Traffic control at Watling Street crossroads.** Cllr Sampson asked Cllr Smith for information as agreed from the last meeting.  
Radar data box: no costs available. We need to follow up with the appropriate people at SCC. Cllr Harwood asked why Parish needed to pay for this. The response was that we would have instigated the request. Action: Clerk to follow this up with Gary Hunt and Amy Humphries.

- Rubber strips: Cllr Smith does not know who has put them there but it is not It is not connected to County Council. They may have been put there by housing developers      Action: Clerk to research who has put them there.
- White lines: actioned and in process
- Gateway project: The Clerk had contacted Beth Tranter regarding the Wall Gateway installation. Beth was seeking an update from Amey but there has been no information since. Cllr Silvester-Hall cited similar issues at Hammerwich, where other providers had quoted for installation but Amey, through SCC, was by far the most economical. It is, however, a very long wait for their services. Resolution: continue to wait for a response from Beth Tranter
- Green Lane concerns- Turning area. Cllr Rubisch confirmed that this had been completed but to an extremely poor standard. There is no depth to the work, simply a loose spread of material. As soon as a vehicle drives on it becomes rutted. There needs to be a good depth of base layer and ideally a solid surface. Cllr Smith agreed that a base was needed before surfacing. Cllr Rubisch pointed out that there was no tarmac or other surface. Resolution: Cllr Smith will find out what is happening.  
Green Lane / Market Lane inappropriate road sign: Cllr Smith confirmed this had been taken up with officers and was on the list for actioning.  
Residents overgrown hedge. Cllr Smith confirmed that the property owner had been approached many times without response. It was suggested at the last meeting that as the property was now for sale this would be an opportune time to write again. Warning of a charge notice being put on the property. Cllr Smith will initiate another approach to be made.
- Planned roadworks update: Councillors were unanimous in reporting that although some potholes had been patched up the work was of a very poor standard. Also, repairs are inconsistent across the Parish, for example the whole area has been completed along the stretch from Cllr Ryman's Farm to Lichfield whilst other heavily used areas, such as Watling Street seem to have had minimal attention. Cllr Harwood confirmed that there were still several potholes in a row outside Cllr Ryman's farm. Cllr Rubisch noted that 25% of the potholes had been filled but one particularly deep one on the corner at a dangerous point, had been left. Cllr Saxton noted that in comparison, in Hilton the whole surface of Cranebrook Lane had been dressed and queried whether perhaps this was an easier option.  
Cllr Silvester-Hall clarified that under the Highways Development programme pre-patching was completed before area itself was resurfaced. Cllr Salter pointed out that delays between identification and action meant that some potholes had 'grown' by the time of completion and were not included in the work.  
Cllr Smith noted that damage to the road as a result of the flooding under the bridge had been completed but water would continue to accumulate as the railway company refused to accept responsibility.  
Cllr Sampson asked what Council should do to speed the process up. Cllr Smith replied that he was not confident that anything would change as the pressures were too great.  
Cllr Silvester-Hall emphasised that SCC should be kept informed of substandard work carried out by any contractors.
- Old bus shelter at Coppers End Muckley Corner. Following a review of the work needed to remove the old shelter Cllr Sampson wondered whether the installation of the fencing should be a contractor's job to be completed before the shelter was removed. The area may need fencing off and removing from the resident's side. Following discussion, it was resolved to call a sub committee meeting prior to the next PC meeting to discuss the way forward.

### **43 To receive reports from County, District and Parish Councillors:**

Cllr Smith reported on two issues that, whilst not directly concerning Wall, may have an impact on surrounding villages and Green Belt.

Housing development- a public meeting was held at Stonnall on Sept 7<sup>th</sup>. It addressed the concerns over possible development in the area. There are major public concerns over proposed sites, use of Green Belt land and increased traffic due to the Government having imposed an additional 2,500 homes within Lichfield District area.

Barracks Lane-The crossing at Cartersfield Lane where the new Starbucks is planned was then mentioned and Cllr Smith thanked Cllr Salter and Cllr Powell for their vigorous objections at the LDC Planning meeting. He was disappointed that the Planning Committee had refused en-bloc to consider further evidence. This had resulted in approval subject to a traffic plan which Cllr Smith has now drafted and for which he believes the developers of the site should fund. Cllr Smith has put in a strong complaint to County regarding the proposed white box on the entry to Starbucks.

Cllr Saxton reported that a car was parking regularly in a bus stop off Lynne Lane in Ashcroft Lane. Was this allowable. Cllr Smith said that the traffic lining operatives were now in the area and he will ask for lines to be improved.

#### **Policing:**

The police helicopter aided a trap at Raikes Lane- arrests had been made. Cllr Saxton noted that 4 crime teams had been working that route. The high police presence shows that police are still operating in that area.

#### **Councillor Janice Silvester-Hall provided reports on several issues including:**

The Local Plan: This has been withdrawn. Opinions are needed when new consultations are open. Following on from Cllr Smith's comments she said that the caveat to this is that the call for sites should not be too alarmist. Cllr Harwood asked for the site locations and was given the online link. A settlement option is the preferred choice of LDC with infrastructure in place before development.

Lichfield District update. She shares Cllr Smith's concerns over the Barracks Lane development with Highways originally objecting and subsequently supporting the plans.

Policing: There has been covert police action in Wall identifying fly tipping.

Environmental Health have seized a van.

Review of Polling Stations: Wall Village Hall was identified as having accessibility issues but there is currently no change.

The carbon reduction plan and the recycling plan are being updated by LDC.

City Centre parking: Cabinet has approved rising bollards rather than manual activation but blue badge holders can still enter any day of the week in Bore Street. Cllr Rubisch queried disabled access. There is an intercom 24/7 to an attendant to request access. There are blue badge spaces in the Council car park but any space can be used if these are full.

Cllr Rubisch noted that there was still no parking in Market Street near to the banks. He still believes that Lichfield is not a disabled friendly place.

Delivery drivers have a PIN number for access. Active enforcement is still very necessary and in place. Cllr Silvester-Hall said that an App was available for reference.

Councillors Smith and Silvester-Hall excused themselves and left the meeting.

Parish Councillor reports: Cllr Saxton wanted to thank the Administrator of the new Wall WhatsApp group for setting up this valuable means of communication within the village.

Cllr Sampson, as administrator, is hoping to distribute leaflets within the community. To join the group, residents are asked to contact Cllr Sampson with their telephone number. He reminded members that this idea came from a resident at the Annual Parish meeting in May 2024. He emphasised that it is not Parish Council run, therefore opinions are not necessarily those of the Wall PC. No announcements may be placed without contacting the Administrator.

Cllr Sampson read out the invitation from the BKV competition inviting two representatives to the award ceremony on Monday 14<sup>th</sup> October at Moat House, Acton Trussell ST170RJ. From 6.30-8.30. Any Councillors who wish to attend should inform the Clerk by 30<sup>th</sup> September.

#### **44 Finance**

-Councillors reviewed the completed income and expenditure accounts for July, August, payments awaiting approval for September to date and the ledger for June -August 2024. There were no questions. Resolution: approved unanimously.

-the debit card approved for Councillor Sampson to purchase materials for equipment and asset maintenance is now in use. The Clerk pointed out the new reference under payment methods as 'PC debit card.' Councillor Sampson told the meeting how much easier the process was by using the card. He queried whether it would be advisable for Cllr Rubisch, as Vice Chair, to have one as well for when the Chair was not available. Councillor Saxton raised a query as to the security of a debit card. Would a credit card be better. Cllr Sampson was not sure if the bank does have a business credit card facility. Action: it was agreed that the Clerk look into the safety of the debit card system.

- Cllr Harwood confirmed that everything was now in place for him to approve bank payments. It was unanimously agreed that the payments approved earlier would be set up by the Clerk and Cllr Rubisch and Cllr Harwood would approve the transactions. The other signatories were happy to support Cllr Harwood through the process.

- by way of thanks for all the valuable work we receive from the Payback Team, at no charge to the Parish Council, Cllr Sampson asked for agreement from Council to make a donation of £100.00 to the charity supported by the Payback team's leader. The charity is Canine Partners who train dogs to transform the lives of people with physical disabilities. Vote: Approved unanimously.

**45 Budget, forecast and forward planning**-the budget and forecast are being prepared for presentation to Council at the November meeting in draft form.

- Ring fenced funds- the following were proposed:
  - Elections – the Clerk suggested ring fencing £2,000 per year, building towards the required amount. Cllr Saxton asked how much an election would cost. Cllr Salter estimated around £7,000 if not run in conjunction with Council elections. Cllr Saxton suggested that it would be more advisable to ring fence the whole amount in the upcoming accounts. Action: Clerk to contact the monitoring Officer to ascertain the correct election costs.
  - Letocetum leaflets- ring fenced funds from previous years had been used earlier this year to purchase a stock of updated leaflets. Resolution: ring fence again.
  - Donations- it was agreed that donations tend to be smaller amounts that can be funded from general reserves. Larger amounts can be accessed through our grants policy with circa £2,000 suggested.
  - Projects- resolution on ring fencing again for the gateway project to be decided when Amey provides a cost for installation.

- Future projects: Cllr Sampson put forward the following suggestions.
  - refurbishment of the telephone box library including painting, new purpose-built shelving, a noticeboard and library sign
  - a dog poo bin and bag dispenser in Green Lane
  - picnic area seating; although current seating has been refurbished this year to a high standard, consideration needs to be given to additional items, ideally embracing inclusivity
  - the fence at the entrance to the Roman site needs to be replaced. Cllr Sampson suggested that a grant to the Friends of Letocetum might be a consideration for this.
  - although there is disabled provision for the Roman Museum and car park there is none for the site itself. It seems unlikely that English Heritage will be able to provide this. Wheelchair access may be a consideration from The Butts footpath via a radar accessible gate onto the site.
  - noticeboard for Hilton. It had been planned to move the old noticeboard from the car park to Hilton but the condition is poorer than at first thought. A new board might need to be purchased.

**46 Defibrillator** The current defibrillator is now 8 years old and is not suitable for both adult and child use. Attachments can be bought to use for children under 8 years. Defibrillator unit options: either update the current defibrillator, replace just the defibrillator in the existing cabinet, if one can be found to fit, or the BHF's preferred option of a complete unit with code locked cabinet to be attached outside the building. However, this would probably be subject to planning permission as the building is in a conservation zone.

Funding options: to apply for full funding from the British Heart Foundation (applications open in Oct 2024) or apply for match funding. A representative from the Tamworth Have a Heart charity, who provided the PC initial training, has kindly offered to meet Cllr Sampson at the hall next week to discuss our best route forward.

Resolution: to apply for full funding following advice regarding the best options for our circumstances. Vote: Agreed unanimously.

**Bleed kits** Yvonne James, LDC Principal Safety Officer advised that full funding has been approved to supply 30 bleed kits split between the villages and Burntwood. Her plan is to contact as many of the village Councillors as possible and ask for suggested locations. She will plan training at the locations for residents and councillors. Once she has purchased the kits, she will contact the Clerk to arrange training and bleed kit locations. Resolution: the vote was unanimous to request, ideally, two bleed kits one for the village Hall and one for The Trooper.

**47 Sexual harassment legislation:** Information on Council's new duty to prevent Sexual harassment, active from October 2024, had been circulated prior to the meeting.

#### **48 Remembrance events**

Remembrance Day wreath- Vote: unanimous approval to purchase option B from the list provided, at a cost of £20 plus postage.

VE Day80- May 2025 Resolution: to purchase a flag nearer the time when a definitive price was available.

## 49 Planning applications

### NEW APPLICATIONS FOR CONSIDERATION

**24/00853/FUL** Stable Buildings, Raikes Lane, Lichfield Proposal: Section 73 application to remove condition 9 of permission 21/01071/COU relating to Permitted Development Rights for Stable Buildings, Raikes Lane **Comments from Wall PC have been recorded**

**DECIDED 24/00749/FUH** 6 Watling Street Muckley Corner Lichfield WS14 0BD

### ONGOING APPLICATIONS-

**24/00838/PNH** Balburn House Walsall Road Muckley Corner WS14 0BL

**22/01386/FUH** Moat Bank Farm

**24/00772/FUH** - School House, Market Lane, Wall

**SCC/23/0122/VOC** Greener Composting Watling Street Wall.

**50** The next meeting of Full Council was confirmed as Tuesday 17<sup>th</sup> November at 7.30 Wall Village Hall. The meeting closed at 9.15pm.

**Signed:**

**Date:**

## Payments and expenditure July 2024, August 2024

<b>Payments and expenditure JULY 2024</b>							
		Accounts brought forward	c/f				
		Lloyds Bank	£26,210.39				
				System	debit	credit	VAT
22-Jul-24	debit	admin: employee PAYE Mat/June HMRC			£119.00		
22-Jul-24	debit	P Sampson expenses: maintenance materials			£395.59		£65.94
		<b>Breakdown of expenses:</b>					
		bedding plants to refresh planters			£36.93		£6.16 No245108428
		paintbrushes for various surfaces			£11.34		£1.89 No727255821
		paintbrush x2 for painting equipment			£10.10		£1.68 No363660686
		UV protection oil 2.5 litre benches & tables			£88.48		£14.75 No332245335
		wood protect treatment for wooden surfaces			£31.75		£5.29 No 371377779
		weed brush/ patio remover tool for weeds			£11.99		£2.00 No 167079733
		materials for repairing fence in picnic area			£205.00		£34.17 No 336725881
22-Jul-24	debit	admin: Clerks salary May/June	BACS		£475.78		
22-Jul-24	debit	admin clerks expenses & allowance May/June	BACS		£67.15		
22-Jul-24	debit	maint SJL Landscapes	BACS		£187.52		£31.25 No115104665
			c/f	debit	credit		
		Lloyds bank	£24,965.35	£1,245.04	£0.00		£97.19
		closing balance	£24,965.35				

Payments and expenditure AUGUST 2024								
		Accounts brought forward	c/f					
		Lloyds Bank	£24,965.35					
				System	debit	credit	VAT	
05-Aug-24	debit	admin:Geosphere mapping provider fee	BACS	£60.00			£10.00 No296312096	annual
07-Aug-24	debit	maint:Gocableties barrier tape Amazon	PC debit card	£12.49			£2.50 No197116978	one off
14-Aug-24	debit	maint:wood protect treatment 5l Amazon mktplc	PC debit card	£30.99			£5.17 No371377779	one off
				c/f	debit	credit		
		Lloyds bank	£24,859.37		£105.98	£0.00		£17.67
		closing balance						

### Payments for approval September 2024

Payments and expenditure SEPT 2024 for approval								
		Accounts brought forward	c/f					
		Lloyds Bank	£24,859.37					
				System	debit	credit	VAT	
01-Sep-24	debit	admin: hire-Wall Village Hall July PC meeting	BACS	£45.00				bi monthly
to be approved	debit	admin: employee PAYE Jul/Aug HMRC	BACS	£119.00				bi-monthly
approved	debit	admin: clerk salary Jul/Aug	BACS	£475.78				bi-monthly
	debit	admin: clerk home allowance Jul/Aug	BACS	£55.69				bi-monthly
	debit	maint: grass cutting SJL Landscapes	BACS	£187.52			£31.25 No 115104665	final contract payment
				c/f	debit	credit		
		Lloyds bank						
		closing balance						

### Closing figures on the 2024/2025 ledger

Date Range		Opening	Closing						
		01 April 2024	31 March 2025						
Account	Navigate	From Bank Statements			From Ledger Below				(Diff)
		Opening	Closing	Transactions	Expenditure	Income	Precept	Total	
01 - main account	<a href="#">Jump to last entry</a>	£20,411.81	£24,859.37	£4,447.56	£7,440.68	-£688.24	-£1,200.00	£4,447.56	£0.00
		£20,411.81	£24,859.37	£4,447.56	£7,440.68	-£688.24	-£1,200.00	£4,447.56	£0.00
Account Desc	Date	Method	Cost Centre	Description	Transaction Type	ST Desc	Bank Statement Value	VAT element	Comment
	DD/MM/YYYY				Expenditure Income Precept				
01 - main account	13/06/2024	BACS	administration	subscription NALC SPCA	Expenditure	SPCA	£152.95		
01 - main account	28/06/2024	BACS	footpath,lighting,maintenance	fuel for machinery	Expenditure	Cllr Rubisch refund	£15.10	£2.52	
01 - main account	28/06/2024	BACS	footpath,lighting,maintenance	paint, oil, brushes, various	Expenditure	Cllr P Sampson refund	£265.41		
01 - main account	28/06/2024	BACS	administration	expenses/home allowance	Expenditure	P Salter	£183.99		
01 - main account	28/06/2024	BACS	audit fees	end of year audit	Expenditure	Topkis Associates Ltd	£202.92	£38.82	
01 - main account	28/06/2024	BACS	administration	Wall Village Hall hire	Expenditure	Wall Village Hall	£45.00		
01 - main account	22/07/2024	BACS	administration	clerk's PAYE May/June	Expenditure	HMRC	£119.00		bi monthly
01 - main account	22/07/2024	BACS	footpath/lighting/maintenance	wood,tools,fence,plant care	Expenditure	P Sampson	£395.59	£65.94	
01 - main account	22/07/2024	BACS	administration	clerk's salary May/Jun	Expenditure	P Salter	£475.78		
01 - main account	22/07/2024	BACS	administration	clerk allow M/J + exps	Expenditure	P Salter	£67.15		
01 - main account	22/07/2024	BACS	footpath/lighting/maintenance	grass cutting	Expenditure	SJL Landscapes	£187.52	£31.25	
01 - main account	05/08/2024	BACS	admin prof fees	parishonline map software	Expenditure	Geosphere	£60.00	£10.00	Annual
01 - main account	07/08/2024	PC debit card	maintenance	barrier tape	Expenditure	Amazon	£14.99	£2.50	
01 - main account	14/08/2024	PC debit card	maintenance	wood protect	Expenditure	Amazon marketplace	£30.99	£5.17	