



WALL PARISH COUNCIL

Serving Wall village and the hamlets of: Chesterfield, Hilton and Pipe Hill.
Clerk: Pam Salter- 07738 053590 clerk@wallparishcouncil.gov.uk

Draft Minutes of the Full Parish Council meeting held on Tuesday 15th July 2025 7.30pm at Wall Village Hall.

21 Register of attendance

Present: Cllrs Paul Sampson (Chair), Conrad Rubisch, Richard Barker, Gary Hutton, Robert Saxton, Andrew Ryman. Clerk, Pam Salter. PCSO Andrea Horsnall, Cllr David Salter (Shenstone) One resident
Apologies: Cllr Ross Harwood, County Cllr Alex Farrell, District Cllr Janice Silvester-Hall,

22 There were no declarations of interest.

23 To accept and confirm Minutes of the Extraordinary Council meeting Tuesday June 2025. The Minutes were duly approved and signed.

24 Public participation

A resident asked for information about a concrete platform that had appeared at Horsley Stables asking if this was related to the recently approved planning application. Cllr Barker reassured her that this was hard standing for car parking and not part of the residential building application. This would be covered further at item 31. County Council are aware of Wall Parish Council's concerns regarding the Public Right of Way.

Police report: PCSO Horsnall said that in the two months from the last meeting there had been 26 calls to police. There have been no burglaries or robberies in the village that the police are aware of. There have been records of vehicle crime, but these have not been in the village itself. There have been 5 vehicle related incidents at Wall island. Lanes around the parish are being used as 'escape routes' as they avoid the ANPR cameras. Officers have stopped and searched vehicles at 3am after comments overheard by an UBER driver. Police are encouraging visual deterrents.

Cllr Barker referred to the quad bikers videoing themselves then posting on YouTube often showing dangerous moves such as wheelies. PCSO Horsnall said that police are not allowed to pursue persons riding bikes for safety reasons. However, she reassured Council that teams are gathering intelligence, and a lot of work is happening in the background. Unfortunately, there is inevitably a delay between public witnessing and reporting this activity and police attending. They are however dependant on information from the public to identify hotspots to target.

Cllr Sampson raised the issue of cars parking on pavements with particular reference the stretch between The Trooper up to the gate of Manor Farm. This has increased during the hot weather PCSO Horsnall emphasised that this is a hugely challenging problem. Whilst PCSOs have no powers to issue fines identifying key times is helpful. If photographs can be produced a template letter can be sent to offenders. Parking officers only deal with yellow lines.

Cllr Rubisch noted a regular offender on Watling Street who is to be seen between 4-6pm. Other Councillors confirmed this. PCSO Horsnall asked him to take a photograph, record the number plate and pass on to the PCSO team. Currently England does not have a blanket pavement parking ban, PCSO's will pass on any changes in the law.

PCSO Horsnall explained how policing in the area had changed due in part to staffing issues and new builds at Mile Oak and Fazeley. There are 3 PCSOs covering this area but they are very stretched. PCSO Passmore is back full time and a new experienced PCSO is joining from Chasetown. PCSO Horsnall

announced that this would be her last attendance at a Parish Council meeting as she is retiring on 1st September. Cllr Sampson expressed his sadness in hearing this news and thanked her, on behalf of the whole Council, for her excellent support of the community in Wall. New contact details will be sent to the Clerk for noticeboards and website. PCSO Horsnall then left the meeting.

25 Cllr Rubisch took the Chair for this item. Having learned that the complainant was unable to attend the PC meeting, and following discussion with fellow Councillors, Cllr Rubisch put forward the following proposal:

Proposal: In order to show transparency and fairness this item should be deferred to a future Parish Council meeting when the complainant can be in attendance.' Vote: approved unanimously.

26 County & District Cllr reports. As the County and District Councillors had sent their apologies District Councillor Salter (Shenstone) gave an overview on the way forward regarding Asset Acquisition following Local Government reorganisation. This will impact on Parish Councils.

1. SPCA are holding an online Asset Transfer Briefing on Tuesday 22nd July to which all Councillors are invited. This is important to Wall as the car park may be offered to the Parish. **Action:** Clerk to re-circulate the invitation.
2. Cllr Salter suggested that the Parish Council starts to gather evidence looking at what they might be offered or end up managing.
3. There is a probability that smaller parishes may want to consider merging with larger ones. Shenstone will be sending out letters to neighbouring wards to see if they would like to meet. Everyone needs to look ahead and plan to future proof.

Parish Cllrs: Cllr Sampson asked if Council would like to consider a gift to PCSO Horsnall

Vote: agreed unanimously **Action:** Clerk to arrange a collection.

27 Follow up from previous meetings

- Grass cutting-Cllr Barker reported that the prospective contractors had requested a specification **Action** Cllrs Barker and Sampson to create a map of the areas to be covered and the specification.

It was queried whether the Payback Team can work roadside. Cllr Sampson reported changes to working practices including no longer being able to use the Parish Council's equipment. A new supervisor has been taken on to cover the absence of the full-time supervisor. This should be resolved in the near future. Cllr Saxton noted that the accumulated soil needed to be cleared off the edges of the footpath.

- John Crowe memorial - **Action:** quotes for plaques to be provided for the September meeting
- Donation to Tamworth Have a Heart- a response has been received from Keith Lawson thanking the Parish Council for their donation for the defibrillator training
- Village gates - Beth Tranter, Community Highway Support Officer, has contacted Cllr Sampson with a view to arranging a site visit to view the mock ups at Watling Street with suggested dates of Wed 23rd July am or pm, Wed 13th August am or pm, Wed 20th Aug am, or Thurs 21st Aug pm **Action:** Cllr Sampson to agree a date

If possible, the site of a second PC noticeboard could also be viewed on the same date

28 Annual Internal Audit Report .

The Clerk gave feedback on the end of year audit report and noted actions arising:

28.1 accessibility of FOIA document on website : **Action-** completed

28.2a Clerk's contract of employment- draft in process **Action:** completed form to be presented at next PC meeting 28.2b Log of Clerk's hours worked over 2 months then review **Commenced**

28.3 General reserve: monitor regularly and budget to maintain 0.74 years **Commenced**

28.4 Digital & data compliance. All Councillors are recommended to use a .gov.uk mailbox. Audit report states “If Councillors continue to use private email addresses the Risk Assessment must be specifically revised to show you acknowledge this failure and show how you have mitigated any risks arising”

Actions:

1 Support councillors having problems accessing .gov.uk emails

2 Amend Risk Assessment if necessary

The Auditor signposted the Clerk to ICOs ‘Fact sheet for Councils: the use of personal email addresses and devices’ Recommendation: a copy is given to every Councillor. **Completed**

28.5 Publication requirements : The Agar documents, analysis of variances, the bank reconciliation and Exercise of Public Rights should be fully completed and published on the website. Exercise of public rights also to be displayed prominently on the noticeboard. **Completed**

28.6 Recommendations for the new Council Year: propose a review date for Risk Assessment, Standing Orders , Financial Regulations & appointment of auditors. Ratify carried forward ear marked funds

Action: Agenda items for future PC meeting

Date of interim audit – Friday 12th September 10-12

29 Finance

29.1 The Clerk provided the Current financial position & transactions for approval as of July 15th 2025.

Bank Resolution on 30th June - £29,722.84

Lloyds Bank Community account as of 15th July -£29,687.15

Bradley payroll accountants have informed the Clerk that although the payslip does show £155.16 due to HMRC for May and June, HMRC hold an overpayment to cover this which arose prior to 2022-2023 in the time of the previous Clerk.

HMRC instructions are that a credit is held on the account to cover the amount due and to set any overpayment held on the account against future payments due, rather than claiming a repayment of the amount; therefore, no payment needs to be made to HMRC for May/June 2025.

Resolution: All items approved unanimously

29.2 CIL money allocation-Councillors reviewed details of obligations regarding the use of CIL money.

Resolution: to use the money immediately towards the purchase of picnic tables and seating. This would meet requirements of CIL by providing inclusive community benefit.

30 Assets

30.1 Purchase of accessible picnic tables to install in car parking area. It was agreed that, although the current seating was adequate, renewal was necessary. Two quotes were considered, one for recycled plastic and one for wood. Both quotes were comparable and acceptable. However, a decision could not be reached as to which material to select. **Resolution:** Further research and discussions were needed, and a decision would be deferred to the next meeting.

30.2 Heritage Phone box

Proposal: to allocate £300.00 for paint & other materials plus budgeting for ongoing maintenance.

Vote: approved unanimously

Action:

Cllr Sampson to purchase paint and materials

Clerk to include ongoing maintenance in future budgeting

31 Planning.

25 00585 FUH Horsley Stables Raikes Lane Approved

The amended scheme reinforces the original linear form of the building and works proposed would continue to meet the national guidance for the size (50% volume)

Concerns were raised by the PC regarding the Public Right of Way (PRoW)- Response from Planning: "Wall PC's legitimate ongoing concerns regarding access and some changes that may have affected the current PRoW are Highway matters under the jurisdiction of the County and have to be enforced by them. These comments have been passed onto them for investigation (path being blocked, gate closed and alterations to the surface)".

25/00073/EUD Cote House Possible breach of planning raised by the Wall PC **Closed** Confirmation that the case has been investigated and detailed acceptable reasons given by planning officer.

25/00094/EUD Stables on land off Boat Lane/Cranebrook Lane. Reported on 15/05/2025 Ongoing Possible breach of planning raised by Wall PC. Contact from the assigned officer was promised within 4 weeks of being logged (21st May). There has been no contact **Action:** follow up by Cllr Sampson or Clerk.

32 Website management The Clerk gave an overview of the changes needed for the website to meet legal requirements, the work already completed by Keith Jones and suggestions for final adjustments. Councillors viewed a copy of the welcome page from a similar website. They were happy with what they saw and would like to move towards that, although some councillors felt that just the legal documents were required.

Councillors favoured the idea of useful information links including roadworks information and links to other websites such as St John's Church and Friends of Letocetum.

This information would be forwarded to Keith Jones and an estimate of hours of work requested. The Clerk emphasised that the aim is not to make massive, expensive changes but just make the website a more helpful and attractive resource.

33 The next meeting of Full Council: confirmed as 15th September 2025, 7.30 Wall Village Hall

The meeting was closed at pm

Signed:

Date:

Appendices

Item 29 Finance

Receipts & Payments JUNE 2025							
	Accounts brought forward	£30,155.19			£30,155.19		
	Lloyds Bank						
date			System	credit	debit	VAT	Frequency
10-Jun	donation box receipts		DEP	£73.50			intermittent
12-Jun	Keith Jones -website review & update 1.5hrs		FPO		£30.00		as required
17-Jun	Bank service charges		PAY		£4.25		monthly
30-Jun	Keith Jones Website update 4hrs		FPO		£80.00		as required
30-Jun	Tamworth Have a Heart donation-defib training		FPO		£100.00		one off
30-Jun	Toplis Associates Ltd Audit fees		FPO		£231.60	£38.60	bi-monthly
30-Jun	Geosphere mapping subscription		FPO		£60.00	£10.00	annual
			credit	£73.50			
			debit		£505.85		
	C/F balance	£29,722.84	VAT			£48.60	

Receipts and Payments JULY 2025							
		£29,722.84					
	Lloyds Bank						
date			System	credit	debit	VAT	Frequency
04-Jul	Payback Team refreshments		DEB		£35.69	yes	
	awaiting approval						
	Bradleys Accountancy services				£126.72	£21.12	annual
	Wall Village Hall hire 16th June BKVC meeting				£30.00		annual
	Wall Village Hall hire 15th July Extraordinary meeting				£45.00		as required
	Wall Village Hall hire Payback Team 25/05-13/07				£240.00		
	Clerk salary May/June Note: no HMRC payment				£497.68		bi monthly
	Clerk expenses/home allowance May/June				£63.05	12	
			credit				
			debit				
	C/F balance		VAT				