

## Clerk Report

### a) Speed Indicator Devices / Vehicle Activated Signs

Cllr Croft & Cllr Loxton attended training re: SID's data collection by Traffic Technology on Wednesday 13<sup>th</sup> July. Following this training Traffic Technology have provided a quote of £395 (Ex VAT) for an Android Tablet, pre-configured with the software required to download data from the SID/VAS. Cllr Croft has proposed that the Parish Council purchase the Android Tablet from Traffic Technology.

Clerk has updated HP Chromebook and passed to Cllr Croft. We have got some log in details from Traffic Technology and are currently investigating whether we can use this existing equipment to collect data from the SID/VAS.

A further invoice has been received from Traffic Technology of £125 (ex VAT) for a pre-repair inspection of the SID/VAS, this separate charge has previously been agreed under minute 21/096 c) and so this has been added to the payment schedule accordingly.

The son of a resident had contacted the Clerk during annual leave to ask about speed reduction measures in Wigginton as he was very concerned about speeding and felt that the SID/VAS were not enough to deter drivers from speeding. The Clerk advised that the SID/VAS had been recently repaired and that training had been carried out to enable data collection from the devices which the PC hope to pass on to Staffordshire Police and SCC to aid their planning and resources for any speed intervention exercises or Community Speedwatch initiatives. He was advised that obtaining a speed camera within Wigginton was unlikely due to the cost of these and that we had advertised for Community Speedwatch volunteers for some time but nothing had come of this.

Cllr Croft discovered a dummy camera had been placed on top of the '30 mph' sign in Wigginton near the SID/VAD along with two CCTV stickers. Cllr Croft removed the camera & stickers (causing some of the red paint on the 30mph sign to come away) A gentleman alleged that highways had put the camera there, Cllr Croft advised this was extremely unlikely to be the case and that if any further camera's / stickers etc. were attached that the local police would be contacted due to the potential damage to the sign and that they have no permission to do so.

### b) Maintenance of Grass Verges / Parish Online (Digital Mapping Software)

SCC require details of the area maintained by the Parish Council via our contractor. SCC can then see whether there are any concerns or objections to this work being carried out and can check whether the PC are able to claim any reimbursements from the County for taking on this work, to do so a formal Service Level Agreement would need to be drawn up and agreed by the Parish Council.

Clerk has attempted in the last few months to measure the area covered by our contractor without success and has recommended that the Council consider purchasing a subscription to [Parish Online](#) to aid with providing accurate measurements of the areas.

Parish Online is a digital mapping service specifically design for Parish Councils and allows the authority to use maps to log and manage assets, produce neighbourhood plans, see flood zones, public rights of way, land registry boundaries, property addresses and much more. Maps from various organisations are shared across this service and the Clerk has some experience of using this software at another organisation. Cllr Shirliff proposes that the Council purchase a subscription to Parish Online for £72 per annum (ex VAT)

### c) Quarterly Operational Play Inspections

Currently Hopwas Playing Field has a weekly visual inspection (not recorded) and a monthly inspection (tick sheet completed) by the handyman contractor Alan Robey (no formal playground inspection training) Comberford Millennium Green has a monthly inspection (tick sheet completed) by the Clerk (no formal playground inspection

training) and both sites have an independent Annual Inspection by the Play Inspection Company organised via LDC using a ROSPA qualified play inspector.

Although there is no specific legal responsibility to provide inspection and maintenance programmes certain procedures are recommended by the Health & Safety Executive, the British Standards Institute, Insurers and ROSPA.

You can view the ROSPA recommendations here: [Inspection and maintenance of playgrounds - RoSPA](#)

Kompan have provided a quotation for a quarterly operation inspection to compliment the Annual undertaken by The Play Inspection Company which takes place each September.

Operational Inspections in December, March and June at 2 sites – Unit price per inspection £80.00

3 inspections per year = £240.00 per site, 2 sites = **£480.00** total cost per annum.

They will provide full reports after each visit with a free no- obligation quotation for any items with a risk score of 10 or above. If we provide a copy of the Annual inspection, they will also provide a quotation for any works with a risk score of 10 or over identified in this report.

Given the difficulty faced obtaining maintenance quotes previously and the current lack of play inspection training for both the Clerk and Handyman contractor the Clerk would recommend that the Council considers adding Operational Inspections for both play areas.

Other providers include: [Midland Playscape | ROSPA Approved Playground Inspection Midlands](#) and [HAGS Inspection and Maintenance](#) if further quotes are required.

The Clerk would also like to recruit a volunteer to carry out visual inspections at Comberford Millennium Green weekly. A resident who had previously considered volunteering has had a change in circumstances so another candidate would be required.

The Council may wish to consider adding funding for ROSPA play inspection training into the 2023/24 budget.

#### d) General Maintenance

- i) Hopwas Playing Field - SBT Landscapes update, work has progressed slowly, due to barriers being removed onsite, silt has been removed from under the swing and area has had new soil and top seed. Contractors will continue to complete the outstanding maintenance work agreed.
- ii) Broken Latch – Play Area Gate – Hopwas Playing Field - Jacksons quoted £217.30 to replace the latch (£67.30 latch, £150 labour) and have offered to show our handyman contractor how to replace the latch in case of any future vandalism / damage. Work authorised by the Clerk in conjunction with the Chair under delegated authority. Date of repairs to be confirmed.
- iii) Ball Stop Netting – Hopwas Playing Field without the goalposts this no longer serves a purpose, Cllr Loxton has offered to store the netting at home until such time as it may be required. The removal of the netting will help to stop encourage this being used as target practice (not what it is designed for) and will stop any wildlife from getting caught up within the netting and make it easier for contractors to cut the grass surrounding the posts.
- iv) Comberford Millennium Green Play tower repairs – Under delegated authority Clerk paid invoice for Beacon Street Garage directly from the PC account for CMG repair work using the budget set aside for a donation to CMG Trust for 2021-22. This was agreed with the Chair and majority of Councillors via e-mail.
- v) Defibrillators both require a software update to ensure that battery life is being shown correctly. Both defibrillators currently remain in operation and as batteries have been recently replaced due to expired shelf life it is unlikely that they have been detrimentally affected by the software issue. Clerk has booked collection on 17<sup>th</sup> October for engineer to complete the software updates and they will be returned to site once they are updated.

- vi) Wigginton Noticeboard requires staining, Alan Robey has offered to do this at his usual hourly rate of £12.50 plus the cost of the stain, Council to confirm which colour stain is required.
- vii) Hedges on A51 (at Bus Stop opposite the Tame Otter have been reported to SCC on 23<sup>rd</sup> July & a work order has been raised. As no action taken this has been reported again on 30<sup>th</sup> September.
- viii) A. Cox advised that some hedges had been affected by the fire on Browns Lane and were partially obstructing the path, Clerk to investigate and report to SCC so they can take any necessary action.
- ix) Clerk has contacted Sign Technology for a quote to update the signage at HPF & CMG with the gov.uk email address.

## e) Correspondence

- i) Lichfield District Council have confirmed that no election has been requested / called for the casual vacancy in Hopwas and the Parish Council are now free to consider candidates for co-option.
- ii) The Volunteer Co-ordinator for the Environment & Countryside Team at Staffordshire County Council have advised they are hoping to create a 'Volunteer Offer'. They will be looking into ways they can create new relationships with both individual volunteers and 'groups' of volunteers which includes Parish Councils, Rambler groups, horse riding groups etc to help improve the Rights of Way network. They are also looking into how we can provide relevant training or advice to allow volunteers to work either alongside our Works Team, or to be able to work independently and will be contacting Parish Councils (and other groups) to discuss what we are able to provide in due course.
- iii) General complaint / query regarding Hopwas received from a resident 12<sup>th</sup> July, LDC have also been contacted, Clerk emailed response on behalf of PC, Chair sent a copy of correspondence. Nothing further received.
- iv) Resident complaint / query regarding A51 Kissing Gate and concerns about children running into the main road, Resident has also contacted SCC & County Cllr White. Clerk replied with details of previous discussion from the minutes, Chair sent a copy of correspondence. Nothing further received.
- v) Transforming the Trent Valley Pillbox Conversion – The ownership of the Pillbox adjacent to Hopwas Woods is unknown, any information regarding this matter would be appreciated. Clerk has contacted Tarmac & MOD for any further info they could offer and has appealed on Social Media. TTTV have checked with Canal & River Trust and Sewerage Works. Clerk suggested they contact Tamworth & District Civic Society.
- vi) Severn Trent Sewerage Update – MOP has contacted the PC to advise Severn Trent have repaired the pumping station and cleared some pipes but have found a blockage under the lane caused by wipes, nappies, sanitary products etc. and are in the process of clearing this out as this has been blocking the storm drains.
- vii) A resident sent a message to the PC via social media asking for confirmation of receipt of the Dog Waste Petition sent some months ago. Clerk confirmed receipt, that this matter was discussed in May 2022 and a copy of minute 22/013. Resident sent photos of general waste collected along Dunstall Lane from 2 days prior and has advised he can continue to report these to the Council if this will be useful? Further posts were made on social media expressing dissatisfaction with the initial response. Do the Council wish to engage any further to explain or release a statement regarding the Bins that are already available to the Public? Or may this be resolved somewhat when assets such as litter and dog bins are mapped upon Parish Online (if approved?) Further photographs were sent from the resident, Clerk has passed on details to the Chair, monitoring of site to continue and topic to be placed on agenda for November.
- viii) LDC are asking for PC's to consider bidding for CIL Funding, copy of this press release sent to Councillors with the agenda
- ix) All general correspondence from SCC, LDC, NALC, SPCA and other organisations circulated to Councillors via teams & communicated with residents via website & social media when applicable.