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CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 19th June 2019

at the Village Hall, Pinfold Lane, Cheslyn Hay at 7.00 pm

**1. 19/06/35 - MEMBERS PRESENT**

1.1 Councillor B. L. Bladen (Chair)

Councillors :- P. L. Appleton, T. M. Boyle, E. A. Davison, J. C. Davison,

A. W. Emery, I. Emery, G. P. Keatley, J. D. Lockley,

C. Wilkinson (Mrs), P. Wilkinson, A. J. Woolley, B. Woolley

Melanie Brown – Parish Clerk

**2. 19/06/36 – APOLOGIES**

2.1 Apologies for absence from Councillors S. Hollis and L. Emery.

**3. 19/06/37 – DECLARATIONS OF INTEREST**

3.1 Councillor B. Woolley declared an interest in agenda item 6.2.

**4. 19/06/38 – POLICE REPORT**

4.1 PCSO Christopher Timmins reported on the Parish Crime Report from the 15/05/19 to 18/06/19. No parking complaints had been received this weekend from the Hawkins Football Tournament due to the police presence and the use of BS Eaton’s car park to park the cars that Hawkins Club are unable to accommodate on site.

4.2 A discussion was held regarding how the Parish Council can assist the Police in the community, PCSO Timmins requested that Parish Councillors be the ‘eyes and ears’ of the community and report any suspicious activity.

**5. 19/06/39 – MINUTES**

5.1 That the minutes of the Parish Council meeting held on Wednesday 5th June 2019 be recorded as a true and accurate record.

**RESOLVED:**

**Proposed by Councillor B. Woolley and seconded by Councillor P. Wilkinson, all in favour, that the minutes of the Parish Council meeting held on Wednesday 5th June 2019 be recorded as a true and accurate record.**

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**6. 19/06/40 - PLANNING**

6.1 19/00300/OUT – Great Wyrley Parish Application – Hybrid planning application for

 Development at Landywood Lane:-

 Phase 1 – Full planning application for 50 dwellings (Class C3) served via a new vehicular access from Landywood Lane, car park to serve Landywood Station, open space, hard and soft landscape details and all other ancillary and enabling works.

 Phase 2 – Outline planning permission for up to 200 dwellings (Class C3) all matters reserved, served via new vehicular access created by phase 1, open space, allotments and all other ancillary and enabling works.

**RESOLVED:**

**That the Clerk inform South Staffordshire Council that Cheslyn Hay Parish Council object to planning application 19/00300/OUT, hybrid planning application at Landywood Lane, as follows:-**

* **Green Belt Development**
* **Impact on the Landscape**
* **Conservation area**
* **Excessive number of dwellings**
* **Suitability/stability of the land**
* **Drainage/sewerage issues**
* **Highway Safety**

**7. 19/06/41 – FINANCE**

7.1 Annual Governance and Accountability Return 2018/19 – Members had received this return in advance of the meeting in order to consider and digest the Annual Governance Statement, Accounting Statement and the Annual Internal Audit Report for 2018/19, which was rated as ‘good’. The Clerk discussed the notes to accompany the return in detail, the Balance Sheet as at 31st March 2019, the Earmarked Reserves for 2019/20 and the Wages and Salaries, National Insurance contributions and Pension costs for staff from April 2018 to March 2019.

 A discussion was held regarding additional reserve funds for the Football Pavillion.

7.2 Report 2 - Financial Reports – The financial reports for April 2019 were discussed by the Clerk and the bank statements verified and signed by Councillors A. W. Emery and G. P. Keatley.

The monthly budget report was discussed, balances were checked and variances on the General Purposes, Amenities and Village Hall budgets were discussed in detail.

7.3 Report 3 – Payments – Payments proposed by Councillor C. Wilkinson (Mrs), seconded by Councillor P. Wilkinson with Councillor E. A. Davison (Mrs) as third signatory.

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**RESOLVED:**

**Proposed by Councillor J. C. Davison, seconded by Councillor P. Wilkinson, all in favour, that the Annual Governance and Accountability Return for 2018/19 be agreed, accepted and signed.**

**Proposed by Councillor J. C. Davison, seconded by Councillor E. A. Davison, all in favour that the recommendations from the Internal Auditor be noted.**

**That the Clerk add additional details to the annual return notes relating to the planned expenditure of the Village Hall car park drainage system following the flash flooding issues in financial year 2017/18.**

**That any outstanding payments be made in respect of those items listed on the green paper circulated at the meeting.**

**8. 19/06/42 – CLERKS REPORT**

8.1 Feedback from the Parish Council Crime Report – This item had already been discussed at 4.1.

8.2 Parish Council Notice Boards – The Clerk discussed the design and costs of the Parish noticeboard to be sited in the Landywood Lane area. Councillor T. M. Boyle requested the notice board to be sited in Littlewood Lane, should the noticeboard not be feasible in the Landywood area.

8.3 M54 to M6 Link Road Scheme Statutory Consultation – The Clerk reported that the M54 to M6 Link Road Statutory Consultation closes on the 5th July 2019. Discussions were held around the east/west link, adjustments to junction 11 and the introduction of four lane traffic and traffic lights. Mill Lane and Dark Lane will also be closed.

8.4 Football Liaison Committee Meeting – Councillor P. Wilkinson discussed the team allocations for Junior and Senior Teams for the 2019/20 season. A spare pitch is available and the team who holds the majority of Cheslyn Hay players will be chosen. Discussions were held at the meeting regarding litter, dog fouling and the allocation of nets. Season start date for Senior teams is the 18th August 2019 and the 8th September 2019 for Junior teams.

8.5 The Clerk reported that she had been informed that the grass cutting schedule in Cheslyn Hay has been reduced by South Staffordshire Council to every 4/5 weeks.

8.6 The Clerk requested Councillors J. D. Lockley, T. M. Boyle, I. E. Emery and A. J. Woolley to complete their banking forms in order to become an authorised signatory on the Parish Council Bank Accounts. This was counter-signed by Councillors C. and P. Wilkinson.

8.7 The Clerk reported that the Human Resources Committee meeting scheduled for the 26th June 2019 has been cancelled and discussed alternative dates.

8.8 The Clerk reported that Kerry Walker and Matt Richards from Severn Trent have agreed to attend the Parish Council on Wednesday 26th June 2019 at 9.00 am. Councillor T. M. Boyle discussed the requirements for clearer drainage maps from Severn Trent in relation to the site allocation at Saredon Road to identify the pumping stations.

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**RESOLVED:**

**That the Clerk write a letter to Chief Inspector Mark Ward, South Staffordshire Local Police Team Commander, stating that the Parish Council appreciate the work of the local PCSO’s but are aware of the staff shortages and seek clarification on what type of evidence is acceptable (eg camera phone footage) by members of the public when reporting a crime.**

**That the Clerk request Councillor B. Williams to investigate an appropriate piece of District or County Council land to site the new Landywood Lane notice board.**

**That the Clerk respond to Highways England that the proposed M54 to M6 link road route is welcome in Cheslyn Hay as this is deemed to be the least disruptive route for Cheslyn Hay residents.**

**Proposed by Councillor P. Wilkinson, seconded by Councillor I. E. Emery, all in favour, that the Parish Council purchase additional drainage maps from Severn Trent.**

**That the Clerk send out the Football contracts to all teams allocated to the 2019/20 season.**

**That the Clerk email a list of proposed dates to Members of the Human Resources Committee.**

**9. 19/06/43 – CORRESPONDENCE**

9.1 South Staffordshire Council – update on ASB community trigger, four youths have been issued with acceptable behaviour contracts and residents concerned have been informed that action has been taken – **noted.**

9.2 Staffordshire Parish Council’s Association Local Councillor Training Courses – 25th June, 3rd July and 10th July – **noted.**

9.3 Merger between Housing Plus and Staffordshire Rural Homes consultation, closes on Tuesday 9th July 2019 – **noted**.

9.4 Information regarding the closure of the bridge on Landywood Lane, completion estimated autumn 2019 – **noted**.

9.5 Letter regarding an injury sustained on Rosemary Road – **noted.**

9.6 South Staffordshire Council – information that Highways England will be starting their investigations around the M54/M6 link road on Monday 17th June 2019 – **noted.**

9.7 Request from Hawkins Football Club for a 9v9 pitch.

9.8 Request to South Staffordshire Council for residents to plant trees in Cheslyn Hay and Great Wyrley – **noted**.

**RESOLVED:**

**That the Clerk refer the request for a 9v9 pitch for Hawkins Football Club to the Football Liaison Committee for consideration.**

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**10. 19/06/44 - TABLED ITEMS**

10.1 Staffordshire Parish Council Association Bulletins of the 6th and 13th June 2019.

10.2 South Staffordshire Council Street Scene update - June 2019.

10.3 South Staffordshire Council News Round-up editions 121 and 122.

10.4 Support South Staffordshire Bulletin – June 2019.

10.5 Citizens Advice Staffordshire South West Annual Review 2017-18.

**RESOLVED:**

**That the Clerk email any appropriate items after the meeting.**

**11. 19/06/45 – CHAIRMAN’S ANNOUNCEMENTS**

11.1 No Chairman’s announcements.

**12. 19/06/46 – SECTION 17 STATEMENT**

12.1 Items 4.1, 8.1 and 9.1.

**13. 19/06/47 – CONFIDENTIAL ITEMS**

13.1 Legal Issues were discussed regarding an ongoing boundary dispute and the lease for Cheslyn Hay library.

**Standing Orders were suspended and the meeting closed at 9.45 pm**

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