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CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 20th February 2019

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

**1. 20/02/191 - MEMBERS PRESENT**

1.1 Councillor E. A. Davison (Chair)

Councillors :- P. Appleby, P. L. Appleton, B. L. Bladen, J. C. Davison,

R. Denson, A. W. Emery, I. Emery, S. Hollis,

G. P. Keatley, B. Woolley

Melanie Brown – Parish Clerk

**2. 20/02/192 – APOLOGIES**

2.1 Apologies for absence from Councillors L. Emery, A. Pugh (Mrs), C. Wilkinson (Mrs) and P. Wilkinson.

**3. 20/02/193 – DECLARATIONS OF INTEREST**

3.1 Councillor R. Denson declared an interest in agenda item 6.

**4. 20/02/194 – MINUTES**

4.1 That the minutes of the Parish Council meeting held on Wednesday 6th February 2019 be amended at 6.1 to read :-

*‘More pothole repairs will be carried out from April 2019 subject to*

*discussions at the Full Council meeting in the next few weeks’*

**RESOLVED:**

**Proposed by Councillor J. C. Davison and seconded by Councillor R. Denson, all in favour, that with the above amendment, the minutes of the Parish Council meeting held on Wednesday 6th February 2019 be recorded as a true and accurate record.**

**5. 20/02/195 - PLANNING**

5.1 19/00093/FUL – Two-storey side extension at 6 Short Lane, Cheslyn Hay, WS6 7DE

**RESOLVED:**

**That the Clerk inform South Staffordshire Council that there are no comments, objections or observations regarding this application.**

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**6. 20/02/196 – FINANCE**

6.1 Report 1 - Financial Reports – The financial reports for December 2018 were discussed by the Clerk and the bank statements verified and signed by Councillors

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

6.2 Report 2 – Payments – Payments proposed by Councillor B. Woolley, seconded by S. Hollis with Councillor J. C. Davison as third signatory.

**RESOLVED:**

**Proposed by Councillor P. Appleton, seconded by Councillor B. L. Bladen, all in favour that the financial reports for December 2018 be agreed.**

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

**7. 20/02/197 – CLERKS REPORT**

7.1 Budget and Precept Meeting Minutes 23.01.19 – The Clerk had distributed these minutes prior to the meeting for checking.

7.2 Changes to Standing Orders – The Clerk had distributed the current Standing Orders and the NALC guidance regarding Members Interests prior to this meeting. The Clerk distributed the suggested wording to amend the current Standing Orders for Members perusal relating to both pecuniary and other interests (personal). A discussion took place regarding dispensations and whether it was appropriate for Members to be asked to withdraw from the meeting room.

7.3 Highway priorities for discussion with Staffordshire County Councillors – The Clerk requested instruction as to how to proceed to arrange the meeting with County Councillors K. Perry and B. Williams to discuss local priorities and spending of additional funding.

7.4 Meeting update with Severn Trent – The Clerk reported that Kerry Walker from Severn Trent had attended the Village Hall on Tuesday 12th February 2019, Councillors E. A. Davison, J. C. Davison and S. Hollis were in attendance. He explained that the issues at the pumping station on Coppice Lane relate to damage to the main pipework under Littlewood Lane which is pitted and wearing thin. The whole site has been handed over to Engineering to provide a solution. Damage to the pumping station site by tankers was discussed and Severn Trent have agreed to repair the damage on completion of the project, however damage to the ‘Truck Island’ will need to be reported to Staffordshire County Council. Kerry Walker has agreed to provide a copy of the drainage plans, he will be transferred after the 18th February and replaced by Matthew Richards.

7.5 Request from residents to Litter Pick – The Clerk reported that a request from residents to litter pick in Cheslyn Hay has been received, the same group are already litter picking in Great Wyrley and Great Wyrley Parish Council are providing the public liability insurance, risk assessments, appropriate PPE, equipment and supplies. Councillor P. Appleton volunteered to speak to the group to discuss appropriate locations.

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7.6 Staffordshire Police ASB ‘Community Trigger’ – The Clerk reported that in order to use a community trigger three separate incidents of anti-social behaviour should have been reported in the past six months, one of which to be reported within one month of the day of the application. A discussion was held regarding the anti-social behaviour issues in Tennscore Avenue.

7.7 Human Resources Committee – The Clerk reported that the suggested date/time for the Human Resources Committee was Friday 1st March at 7.00 pm.

**RESOLVED:**

**Proposed by Councillor B. Woolley, seconded by Councillor P. Appleton, all in favour, that the minutes of the Budget and Precept meeting held on Wednesday 23rd January 2019 be recorded as a true and accurate record.**

**That the Clerk amend the Standing Orders to include the changes relating to Members declarations of interest with immediate effect, to be ratified at the Annual Meeting in May 2019. Members will leave the meeting room when any item is discussed for which they have declared an interest, either pecuniary or other.**

**That the Clerk request the attendance of both County Councillors K. Perry and B. Williams to discuss local priorities and the spending of additional funding at a separate meeting, on a Wednesday, between Parish Council meetings.**

**That the Clerk request an update on Sutherland Road open space from Matthew Richards from Severn Trent.**

**That the Clerk report the damage to the ‘Truck Island’ to Staffordshire County Council for repair.**

**That the Clerk contact the residents who would like to carry out litter picking in Cheslyn Hay to obtain further information regarding numbers and supplies. That the Clerk inform the group that Cheslyn Hay Parish Council will provide the public liability insurance, risk assessments, appropriate PPE, equipment and supplies.**

**That Councillor Appleton confirm that residents in Tennscore Avenue would like Cheslyn Hay Parish Council to apply for a community trigger for anti-social behaviour issues in this area. If agreed the Clerk will require specific details in order to complete the application.**

**That the Clerk arrange the next Human Resources Committee for before the working day starts, ie 7.30 am.**

**8. 20/02/198 – CORRESPONDENCE**

8.1 Letter from Rt. Hon. Gavin Williamson MP regarding M54/M6/M6 Toll Link Road – **noted.**

8.2 Letter from Coal Authority requesting authorisation to carry out investigative work on the recreation ground – **noted**.

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8.3 Letter from Structural Engineer in relation to the work required at Cheslyn Hay War Memorial – **noted.**

8.4 South Staffordshire Council – Lets Work Together Event on the 25th February 2019 – **noted**.

8.5 South Staffordshire Council – Elections purdah guidance.

**RESOLVED:**

**That the Clerk distribute the elections purdah guidance to Members.**

**9. 20/02/199 TABLED ITEMS**

9.1 Staffordshire Parish Council Association Bulletins of the 7th and 14th February 2019.

9.2 South Staffordshire Council News Round-up editions 104 and 105.

**10. 20/02/200 – CHAIRMAN’S ANNOUNCEMENTS**

10.1 No Chairman’s announcements.

**11. 20/02/201 – SECTION 17 STATEMENT**

11.1 The Chairman read the Section 17 statement.

Items 7.6.

**12. 20/02/202 – CONFIDENTIAL ITEMS**

12.1 No items for discussion.

**The meeting closed at 8.40 pm**

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