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CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 21st February 2018

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

**1. 21/02/194 - MEMBERS PRESENT**

1.1 Councillor S. Hollis (Chair)

Councillors :- P. Appleby, P. L. Appleton, B. L. Bladen, E. A. Davison (Mrs),

J. C. Davison, R. Denson, A. W. Emery, A. Pugh (Mrs), B. Woolley.

 Melanie Brown – Parish Clerk

**2. 21/02/195 – APOLOGIES**

2.1 Apologies for absence from Councillors L. Emery, G. Keatley, J. King,

C. Wilkinson (Mrs) and P. Wilkinson.

**3. 21/02/196 – DECLARATIONS OF INTEREST**

3.1 Councillor Denson declared an interest in agenda item 6, financial reports.

**4. 21/02/197 – MINUTES**

4.1 That the minutes of the meeting held on Wednesday 7th February 2018 be amended at 7.2 to read ‘Carillion’.

**RESOLVED:**

**Proposed by Councillor A. W. Emery and seconded by Councillor P. L. Appleton that, with the above amendment, the minutes of the Parish Council meeting held on Wednesday 7th February 2018 be recorded as a true and accurate record.**

**5. 21/02/198 – POLICE REPORT**

5.1 PCSO Mark Griffiths attended the meeting to provide a crime report from the 1st January 2018 to 21st February 2018.

**RESOLVED:**

**That the Clerk thank PCSO Karen Terry for her work associated with the anti-social behaviour issues in the village.**

**6. 21/02/199 – PLANNING**

6.1 Planning application 18/00080/FUL – 2 storey side extension at 14 Quarry close,

 Cheslyn Hay, WS6 7BY.

Page 1 of 4 Chairman’s Signature ………………………………………

**RESOLVED:**

**That the Clerk inform South Staffordshire Council planning department that Cheslyn Hay Parish Council do not have any objection to this planning application, however, Members commented that a site visit needs to be made to ensure that access to neighbours parking is acceptable in this cul-de-sac location.**

**7. 21/02/200 – FINANCE**

7.1 Report 1 - Financial Reports – The financial reports for December 2017 were discussed by the Clerk and the bank statements verified and signed by Councillors

P. Appleby and E. A. Davison (Mrs).

7.2 Report 2 – Payments – Payments proposed by Councillor P. Appleton, seconded by Councillor B. L. Bladen with Councillor E. A. Davison (Mrs) as third signatory.

**RESOLVED:**

**That the financial reports for December 2017 be approved and that any outstanding payments be made in respect of those items listed on the green paper circulated at the meeting.**

**8. 21/02/201 – CLERKS REPORT**

8.1 Revision to South Staffordshire Council Code of Conduct – The Clerk had sent out the revised Code of Conduct from South Staffordshire Council prior to this meeting for consideration. A discussion was held regarding the amendments.

8.2 Ratification of Budget and Precept Minutes – The Clerk had sent out the Budget and Precept Minutes, held on the 24th January 2018, for consideration before the meeting. The Clerk to amend Councillor B. Woolley’s name at 3.1.

8.3 Severn Trent Water update – The Clerk reported that the last update from Severn Trent Water was in October 2016 and reports have been requested since that date with little success. An update has been received stating that the Engineering and Asset Creation team will be in touch soon as they are installing two storage tanks. They have requested to set up a residents meeting to discuss the amount of debris that is being left on the site as they do not have a transfer licence to dispose of the debris.

8.4 County Council Issues – The Clerk has received a response from Staffordshire County Council in relation to the flooding issues outside the Village Hall. They have agreed to replace the current drainage and replace with a road aco which will be piped to the nearest gully, the gully will also be cleansed. They have stated that they hold no records for the turning circle in Rosemary Road but have agreed to meet the Clerk on site.

8.5 Tractor Committee Update – Councillor S. Hollis updated Members on the Tractor Committee Findings.

**RESOLVED:**

**Proposed by Councillor J. C. Davison, seconded by Councillor B. L. Bladen, all in favour, that Cheslyn Hay Parish Council adopt the revised Code of Conduct from South Staffordshire Council.**

**Proposed by Councillor A. W. Emery, seconded by Councillor B. L. Bladen, all in favour that, with the name amendment at 3.1, the minutes of the Budget and Precept meeting of the 24th January 2018 are a true and accurate record.**

Page 2 of 4 Chairman’s Signature ………………………………………

**That the Clerk liaise with South Staffordshire Council regarding the removal of the debris from Sutherland Road open space.**

**That the Clerk request any work to be completed at Sutherland Road open space before the nesting season starts.**

**That the Clerk arrange for Wessex to attend on site to provide an expert opinion on the tractor deck before the replacement is purchased.**

**That the Clerk arrange for the purchase of the Honda generator and table saw.**

**That the Clerk arrange for the potholes to be filled on the rear car park of the Village Hall.**

**9. 21/02/202 – CORRESPONDENCE**

9.1 Appeal notification 17/00769/FUL – Ivy House, 1 High Street, WS6 7AB, closing date 8th March 2018 against South Staffordshire Council’s refusal to grant planning permission.

9.2 South Staffordshire Council, Let’s Work Together event, Friday 23rd March 2018 – **noted**.

9.3 South Staffordshire Council – Code of conduct training for Parish Councillors on Tuesday 5th June, 6.00 pm at Wombourne Parish Office and Tuesday 12th June 2018 at Penkridge Parish Office – **noted.**

9.4 South Staffordshire Council – Invitation for Parish Chairman to attend ‘Fly a Flag for Commonwealth’ on Monday 12th March 2018 – **noted**.

9.5 Matthew Ellis, Police and Crime Commissioner, details of 30 Parish Councils who are interested in purchasing speed awareness signs will generate a discount of around 12%, grants for safer roads opens on the 1st March 2018. Councillor Appleton reported that the Co-op on Landywood Lane were leaving their gate open and visitors to the Salem Church were coming out of the car park and turning left onto the one way system against the traffic.

9.6 Staffordshire County Council Great War Conference, 10th March 2018, 10.00 am – 4.00 pm – **noted**.

9.7 Complaint from resident regarding flooding on High Street, passed to Staffordshire County Councillors – **noted.**

9.8 Complaint from resident regarding rubbish on rear car park at Talbot Public House – **noted.**

9.9 Thank you letters from Townswomen Guild and Tai Chi – **noted**.

**RESOLVED:**

**That the Clerk send in our original comments to planning appeal application 17/00769/FUL with regard to access and parking.**

**That the Clerk apply for a safer roads grant in order to purchase speed awareness signs for Cheslyn Hay Parish.**

**That the Clerk write to the Co-op Landywood to request that they keep their gate secure when not in use.**

**That the Clerk investigate a ‘no entry sign’ adjacent to the Salem car park.**

Page 3 of 4 Chairman’s Signature ………………………………………

**10. 21/02/203 TABLED ITEMS**

10.1 Staffordshire Parish Council’s Association Bulletins of the 8th and 15th February 2018.

10.2 South Staffordshire Council – Advice from Catherine Gutteridge regarding the use of ‘A’ boards in Staffordshire.

10.3 South Staffordshire Council – Council News Round-up 16th February 2018 edition.

10.4 Boy’s Brigade Calendar celebrating 100 years 1917 – 2017.

**RESOLVED:**

**That the Clerk send out any tabled items for information.**

**11. 21/02/204 – CHAIRMAN’S ANNOUNCEMENTS**

11.1 Councillor Hollis discussed a recent repair to a pothole at the top of Landywood Lane and a photograph was distributed to Members present.

11.2 Councillor Hollis discussed a questionnaire from South Staffordshire Council relating to engaging communities in football for completion and return to Maggie Quinn.

11.3 Councillor Woolley had noted from the South Staffordshire Council News Round up that Tarmac Limited had donated 100 tonnes of material in Wombourne and enquired if Councillor Hollis could investigate if Cheslyn Hay could also receive a donation.

**RESOLVED:**

**That the Clerk write to Staffordshire County Councillors requesting the following information regarding potholes :-**

1. **Whether you consider the pothole repair to be of an acceptable standard?**
2. **Who inspects the repairs and signs them off once they have been carried out?**
3. **The cost to the County Council of a repair such as this i.e. are they paid by job number or day rate?**

**That Councillor Hollis investigate if Cheslyn Hay Parish Council could receive a donation from Tarmac Limited for materials.**

**12. 21/02/205 – SECTION 17 STATEMENT**

12.1 The Chairman read the Section 17 statement.

 Items 5.1, 9.5 and 9.8

**13. 21/02/206 – CONFIDENTIAL ITEMS**

13.1 Legal issues were discussed.

**The meeting closed at 9.05 pm.**

Page 4 of 4 Chairman’s Signature ………………………………………