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CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 6th June 2018

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

**1. 06/06/19 – PUBLIC PARTICIPATION**

* 1. One member of the public attended from New Horse Road and one from Sandown Avenue to discuss issues relating to the Morris Homes build on New Horse Road. Members of the public asked for an update on the appeal process with the Planning Inspector. District Councillors stated that the report should be available in the next two weeks.
  2. Residents complained regarding the length of time it has taken to take action against Morris Homes and the public health risk due to the smell and sewerage issues on site over the last seven years.

**RESOLVED:**

**That the Clerk inform the residents when the report from the Planning Inspector is available.**

**2. 06/06/20 - MEMBERS PRESENT**

2.1 Councillor E. A. Davison (Chair)

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

R. Denson, A. W. Emery, L. Emery, G. Keatley, A. Pugh (Mrs),

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

County Councillor B. Williams

Melanie Brown – Parish Clerk

**3. 06/06/21 – APOLOGIES**

3.1 Apologies for absence from Councillor S. Hollis.

**4. 06/06/22 – DECLARATIONS OF INTEREST**

4.1 Councillors R. Denson and B. Woolley in relation to agenda item 9 (Finance).

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**5. 06/06/23 – MINUTES**

5.1 That the minutes of the meeting held on Wednesday 16th May 2018 be amended as follows at page 2 :-

*RESOLVED:- ‘That the Clerk agenda the change to standing orders to reflect the*

*appointment of a Vice Chairman, as long as the meeting is quorate,*

*in the absence of the Chair and Vice Chair of the Human Resources*

*Committee’*

**RESOLVED:**

**Proposed by Councillor C. Wilkinson (Mrs) and seconded by Councillor J. C. Davison that, with the above amendment, the minutes of the Parish Council meeting held on Wednesday 16th May 2018 be recorded as a true and accurate record.**

**6. 06/06/24 – COUNTY COUNCILLORS REPORT**

6.1 County Councillor B. Williams reported on the following issues :-

* Improvements in the number of potholes repaired;
* Road dressing/re-instating the highway lines in Cheslyn Hay;
* Flooding issues, County Councillors have requested drains to be cleaned in Cheslyn Hay;
* Tour of Cheslyn Hay by Peter Barker, Liaison Officer, Staffordshire County Council;
* Cheslyn Hay Library;
* Request for Members to report their own issues via Staffordshire County Council website or via the ‘My Staffs’ app.

6.2 Members requested action for the following County Council issues:-

* Pothole Landywood Lane – previously reported;
* Pothole Pinfold Lane – previously reported;
* Drainage outside Village Hall, Pinfold Lane – previously reported;
* Island at top of High Street breaking up – previously reported;
* Drain cover collapsing in Hawthorne Road;
* Flooding on the public right of way at the bottom of Rosemary Road – previously reported;
* Request to send letters to residents when road sweeping/drain cleaning is taking place so cars can be moved;
* Flooding/drainage issues on the recreation ground drive – flooding occurring in nearby properties;
* Vibration issue on Station Street has still not been addressed;
* Request for District Council and County Council to work together to ensure road sweeping and gully cleaning occurs in the right order.

**RESOLVED:**

**That County Councillor B. Williams update Members on the requests for County Council action.**

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**7. 06/06/25 – DISTRICT COUNCILLORS REPORT**

7.1 District Councillor L. Emery reported that she had assisted residents from New Horse Road with regard to the recent flooding issues.

7.2 District Councillor L. Emery reported that Cheslyn Hay Parish Council will be part of a pilot project that the District Council have initiated with the Police looking at parking issues.

7.3 District Councillor L. Emery reported that she will be having a meeting with South Staffordshire Housing Association regarding working together with the District Council regarding the grass cutting schedule.

7.4 District Councillor L. Emery reported that the District Council have devised a loan scheme available to Parish Council’s up to £10k, repayments and interest to be discussed case by case.

7.5 District Councillor L. Emery reported that a discretionary fund has been set up by the District Council to fund worthy community causes, they will be invited to discuss their services with Council Members.

7.6 Parish Councillors requested information regarding the grant and loan scheme and why litter kept separate in bins in Cheslyn Hay was then emptied into the same container, thus contaminating the contents.

**RESOLVED:**

**That District Councillor L. Emery confirm whether the grant and loan scheme is still available.**

**That District Councillor B. Williams request information regarding contamination of litter collected in Cheslyn Hay.**

**8. 06/06/26 – PLANNING**

8.1 Planning application 18/00379/FUL – ground floor front extension and garage conversion at 68 Bridge Avenue, Cheslyn Hay, WS6 7EP.

8.2 Planning application 18/00387/FUL – two-storey side extension and single storey at 6 Fennel Close, Cheslyn Hay, WS6 7DZ.

8.3 The Clerk reported that the planning application for the illuminated cross at the Salem Church has been withdrawn.

8.4 The Clerk reported on alleged planning issues at the Sawmill on Saredon Road. Both Councillor L. Emery and the Clerk had reported these issues to the officer allocated to the case at South Staffordshire Council.

**RESOLVED:**

**That the Clerk inform South Staffordshire Council planning department that no comments/objections were received for applications 18/00379/FUL and 18/00387/FUL.**

**That the Clerk write to the Chief Executive with a formal objection stating that Cheslyn Hay Parish Council are disappointed with the lack of planning enforcement action taken by South Staffordshire Council.**

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**9. 06/06/27 – FINANCE**

9.1 Report 1 - Financial Reports – The financial reports for April 2018 were discussed by the Clerk and the bank statement balances were verified and signed by Councillors

P. Appleby and C. Wilkinson (Mrs).

9.2 Report 2 – Payments – Payments proposed by Councillor P. Appleby, seconded by Councillor C. Wilkinson (Mrs) with Councillor P. Wilkinson as third signatory.

**RESOLVED:**

**That the financial reports for April 2018 be approved and that any outstanding payments be made in respect of those items listed on the green paper circulated at the meeting.**

**10. 06/06/28 – CLERKS REPORT**

10.1 Change to Standing Orders – Members discussed a change to Standing Orders to prevent meetings from being cancelled in the absence of the Chair, ensuring in the first instance that the meeting was quorate.

10.2 Site Meeting – The Clerk reminded Members that a site meeting was taking place on Friday 8th June 2018 at 3.00 pm at Station Street with Staffordshire County Council to discuss the traffic survey conducted.

10.3 Football Liaison Committee – The Clerk reminded members of the Football Liaison Committee that a meeting is scheduled for Wednesday 13th June 2018 at 6.00 pm to discuss the team allocation for next season. Councillor Keatley confirmed that he would still attend this committee.

10.4 Cheslyn Hay Allotments – The Clerk reported that Cheslyn Hay Community Allotments would like a volunteer to judge the allotments this year, between mid-July and mid-August.

10.5 Locality 3 Police Accountability Forum – The Clerk reported that the Locality 3 Police Accountability Forum will take place at Great Wyrley Community Centre on Wednesday 27th June, 5.00 - 6.30 pm, two volunteers required from each Parish Council in addition to District and County Councillors.

10.6 1st Cheslyn Hay Scouts – The Clerk reported that an invitation has been received from 1st Cheslyn Hay Scouts to attend their presentation evening at the Scout Hut on Rosemary Road on Friday 29th June 2018, 7.00 pm.

10.7 Cheslyn Hay Library - The Clerk reported that a letter has been received today stating that Catherine Care, the community managed partner with Staffordshire County Council, have withdrawn their offer to take over Cheslyn Hay library. A Scrutiny Committee will take place on the 20th June (papers available on the 12th June) followed by a Cabinet meeting on the 18th July 2018. From the 1st August 2018 the library hours will be reduced to ten hours per week and may close if no new partner is secured by April 2019. A press release will be sent today followed by letters to library users. The Clerk distributed a letter to each Member present and a discussion followed regarding it’s content.

10.8 Facebook Account - Councillor P. Appleby updated members on Cheslyn Hay Parish Council’s facebook account, which he has set up but is not yet active. A discussion was held regarding information sharing and advertising, profile pictures, filters, services, event pages and the history of the Parish Council. No commercial links or endorsing of local businesses to be allowed.

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**RESOLVED:**

**Standing Orders will be will be amended to delegate powers to the Human Resources Committee to appoint a Vice Chairman and give delegated powers to all Committees in order to appoint a Chairman from the floor, as long as the meeting is quorate which will ensure that the meeting will go ahead in the absence of the Chair.**

**That the Clerk inform Cheslyn Hay Community Allotments that Councillors P. Appleby and B. Woolley will judge the allotments between mid-July and mid-August.**

**That the Clerk inform Helen Marshall that Councillors E. and J. C. Davison will attend the Police Accountability Forum on Wednesday 27th June at Great Wyrley Community Centre.**

**That Members attend the presentation of the 1st Cheslyn Hay Scouts on Friday 29th June 2018 at 7.00 pm, should they wish to do so.**

**That the Clerk speak to Staffordshire County Council library services to request them to alter the wording in the letter sent to library users regarding Catherine Care. That the Clerk investigate how many volunteers have been trained to date for Cheslyn Hay library.**

**That Cheslyn Hay Parish Council is happy to delegate the setting up of the Facebook Account to Councillor P. Appleby and the Clerk. The Members will have the opportunity to view the account before it goes live.**

**11. 06/06/29 – CORRESPONDENCE**

11.1 South Staffordshire Council – confirmation of casual vacancy, closing date Friday 8th June 2018 – **noted.**

11.2 South Staffordshire Council – Invitation for the Chair to the Chairman’s Civic event on 1st July 2018 at the Moat House, Acton Trussell – **noted**.

11.3 South Staffordshire Council – Invitation for the Chair to attend Armed Forces Day on Monday 25th June 2018 at Codsall – **noted**.

11.4 South Staffordshire Council – request to complete a dog fouling survey.

11.5 Staffordshire County Council – job reference 2147063 has been raised to clear the blocked drains adjacent to the Talbot public house/takeaway establishments on Rosemary Road – **noted**.

11.6 South Staffordshire Council – Invitation from Steve Dores for Councillor P. Appleton to attend the National Tree Warden conference on the 28th June 2018 – **noted**.

11.7 Invitation from Bridgtown Parish Council for the Chair to attend a dedication ceremony on Sunday 24th June 2018 at 3.45 pm. Councillor P. Wilkinson discussed the WW1 Liaison Group meeting, which is yet to be scheduled – **noted**.

11.8 Environment Agency – issued a suspension notice to Hollybush Recycling Limited prohibiting the operator from receiving any further waste for wood recycling, comments to be received by the 19th June 2018.

11.9 Staffordshire Parish Council’s Association – Chairmanship course on the 19th June 2018 – **noted**.

11.10 Request from resident to have a party, barbeque and bouncy castle around the wooden play equipment on the recreation ground on the 3rd August 2018.

11.11 Complaint from resident regarding Chapel Square area, the Clerk has already passed this on to South Staffordshire Council – **noted**.

11.12 Complaint from resident regarding broken bottles and gas canisters on Cheslyn Hay recreation ground – the Clerk has passed this on to the police for comment – **noted**.

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**RESOLVED:**

**That the Clerk send the link to the dog fouling survey to Members for completion, should they wish to do so.**

**That the Clerk send a response to the Environment Agency no later than the 19th June 2018.**

**That the Clerk refuse the request to the resident who wishes to hold a party on the recreation ground due to health and safety issues.**

**12. 06/06/30 TABLED ITEMS**

12.1 Staffordshire Parish Council’s Association Bulletins of the 17th, 24th and 31st May 2018.

12.2 Staffordshire Police Newsletter – May 2018.

12.3 Staffordshire Police Crime Prevention Poster – May 2018

12.4 South Staffordshire Council News Round-up editions 68,69 and 70.

12.5 South Staffordshire Council – Grass cutting updates 22nd and 29th May 2018.

12.6 South Staffordshire Council – Enforcement cases 27th May and 2nd June 2018.

**RESOLVED:**

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

**13. 06/06/31 – CHAIRMAN’S ANNOUNCEMENTS**

13.1 Councillor E. A. Davison deferred this item until the next meeting.

**14. 06/06/32 – SECTION 17 STATEMENT**

14.1 The Chairman read the Section 17 statement.

Items 7.2, 10.5, 11.4, 11.12, 12,2 and 12.3.

**15. 06/06/33 – CONFIDENTIAL ITEMS**

15.1 Legal issues were discussed.

**The meeting closed at 9.30 pm.**

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