1

CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 1st November 2017

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

**1. 01/11/134 – PUBLIC PARTICIPATION**

* 1. No members of the public in attendance.

**2. 01/11/135 - MEMBERS PRESENT**

2.1 Councillor B. L. Bladen (Chair) 7.00 – 7.20 pm

 Councillor S. Hollis (Chair) 7.20 pm – 8.55 pm

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

J. C. Davison, A. W. Emery, L. Emery, A. Pugh (Mrs),

C. Wilkinson (Mrs) 7.20 pm, P. Wilkinson 7.20 pm, B. Woolley

 Melanie Brown – Parish Clerk

**3. 01/11/136 – APOLOGIES**

3.1 Apologies for absence from Councillors R. Denson, G. Keatley and J. King.

**4. 01/11/137 – DECLARATIONS OF INTEREST**

4.1 No declarations of interest reported.

**5. 01/11/138 – MINUTES**

5.1 That the minutes of the meeting held on Wednesday 18th October 2017 be amended at 9. as follows:-

 ***‘That the Clerk inform South Staffordshire Council that the Clerk and***

 ***the Chairman will attend South Staffordshire Council on the***

 ***26th January 2018 to discuss election costs’***

5.2 Members present discussed the issues and omissions associated with the Annual Air Quality Status report for 2017 produced by South Staffordshire Council. A discussion was held regarding holding a meeting in January, where all four District Councillors are invited, to discuss pollution issues. Further meetings to be scheduled throughout the year to discuss other items associated with the Village Plan.

Page 1 of 5 Chairman’s Signature ………………………………………

**RESOLVED:**

**Proposed by Councillor J. C. Davison and seconded by Councillor P. L. Appleton that, with the above amendment, the minutes of the Parish Council meeting held on Wednesday 18th October 2017 be recorded as a true record.**

**That the Clerk add the Annual Air Quality Status report for 2017 as an agenda item for early next year and invite the District Councillors to attend to discuss the issues associated with this report.**

**6. 01/11/139 – COUNTY COUNCILLORS REPORT**

6.1 County Councillor B. Williams reported that a 5 million investment has taken place at Staffordshire County Council in order to tackle the backlog of potholes. This is a one-off payment and will not be repeated annually.

6.2 County Councillor B. Williams reported that there are issues with the fly tipping of rubber tyres across the County. They are hoping to find a way of working with suppliers to establish a way of marking up tyres in order to recognise where they have come from.

6.3 County Councillor B. Williams reported that he has a meeting with County Council Highways next week to discuss ongoing highways issues.

6.4 Councillors A. W. Emery requested that Councillor Williams raise his concerns regarding the 104 houses being built in Bridgetown, Cannock, which would indirectly impact on Cheslyn Hay dependent on the entrance/access points to the new estate. He also requested that a 20 mph speed limit be discussed for parts of Cheslyn Hay.

6.5 Councillor B. Woolley requested Councillor Williams, in his role as School Governor, to report issues with school girls screaming on the play area in Station Street last week. Councillor Woolley reported that due to the frequency of the screaming if a serious incident occurred the public would not come to their aid.

6.6 Councillors requested a bollard on the corner of the pavement on Coppice Lane/Station Street in order to stop inconsiderate parking which is obstructing the view of drivers.

6.7 Councillors requested red lines to be laid outside the Chemist in High Street, again due to inconsiderate parking and backlog of traffic when the bus stops opposite the chemist.

**RESOLVED:**

**That County Council B. Williams raise issues with the new Bridgtown housing estate and the 20 mph speed limit with the County Council highways.**

**That the Clerk provide the County Councillors with a list of outstanding issues and any new requests for Chelsyn Hay for their meeting next week.**

**District Councillor L. Emery volunteered to send an email to both High Schools regarding the safety risk to school girls screaming in the play area.**

**That County Councillors raise the issues of the bollard on Coppice Lane/Station Street and red lines outside the Chemist in High Street.**

Page 2 of 5 Chairman’s Signature ………………………………………

**7. 01/11/140 – DISTRICT COUNCILLORS REPORT**

7.1 District Councillor L. Emery reported that a further Asset Investment Scrutiny meeting had taken place recently and a promising investment had been identified for Locality 3.

7.2 District Councillor L. Emery reported that the financial statements of South Staffordshire Council have now been approved and audited and are available to view on-line.

7.3 District Councillor S. Hollis reported that in South Staffordshire Council Full Council minutes Cheslyn Hay Leisure Centre staff had been given very positive feedback from facebook comments. Councillor C. Wilkinson reported issues with altering the start and end times of customers using the gym facilities to accommodate the school children, which may result in the loss of income for gym memberships.

**8. 01/11/141 – PLANNING**

8.1 No planning matters for consideration.

**9. 01/11/142 – FINANCE**

9.1 Report 1 – Payments – Payments proposed by Councillor C. Wilkinson (Mrs), seconded by Councillor P. Appleby with Councillor E. A. Davison (Mrs) as third signatory.

**RESOLVED:**

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

**10. 01/11/143 – CLERKS REPORT**

10.1 The Royal British Legion School Remembrance Services – The Clerk reported that a request has been received from The Royal British Legion for Parish Council members to attend the Remembrance Services on Friday 10th November 2017, 10.30 am at Cheslyn Hay Sport and Community High School and 2.30 pm at Glenthorne Primary School.

10.2 Site Allocation Hearing Session – The Clerk reported that the hearing for the site allocations for Cheslyn Hay has been scheduled for Friday 1st December 2017 at 10.00 am at Codsall. No new evidence can be submitted, objections must have been made previously.

10.3 Update from the Finance and Policies Committee 11.10.17 – The Clerk reported that the Finance and Policies Committee had recommended the following at their meeting on the 11th October 2017:-

* Combine the Waterplus and South Staffs water accounts to make savings on the direct debit payments on three accounts;
* Investigate changing the Parish Council bank accounts to protect monies over the upper compensation limit currently issued by the banks.

Page 3 of 5 Chairman’s Signature ………………………………………

10.4 Update from the Hollybush Liaison Committee 19.10.17 – The Clerk reported that the liaison committee has not met for some time and it is part of their planning conditions to hold a site liaison committee to discuss activities and operations taking place on the land and to discuss comments, complaints and any remedial action taken. Meetings will take place twice per year. A further Parish Councillor is required to attend together with three resident representatives. Site visits are being arranged for both the Summer and Winter seasons.

10.5 Closure of Charity Accounts – The Clerk reported that in order to close the charity accounts a mandate form needs to be completed and passport details of the Chairman and Vice Chairman along with other Parish Council signatures is required.

10.6 Parish Council meeting 15.11.17 – The Clerk enquired if Members would prefer to combine the Parish Council meeting scheduled for the 15th November 2017 with the Full Council Budget and Precept meeting scheduled for the 22nd November 2017.

10.7 Pedestrian Crossing near Pinfold House – A request has been received to provide a pedestrian crossing near Pinfold House as residents are having difficulty crossing over High Street. A discussion was held regarding altering the parking outside Pinfold House to accommodate extra parking and asking for the data from the mobile speed sign recently moved from this location.

**RESOLVED:**

**That Councillors C. and P. Wilkinson attend The Royal British Legion Remembrance Service at Cheslyn Hay Sport and Community High School at 10.30 am and Councillor S. Hollis and the Clerk attend the service at Glenthorne Primary School at 2.30 pm.**

**That Councillor S. Hollis and Councillor B. L. Bladen attend the South Staffordshire Council Site Allocation hearing session for Cheslyn Hay on Friday 1st December 2017 at 10.00 am.**

**Proposed by Councillor Woolley and seconded by Councillor C. Wilkinson (Mrs), in all favour, that the Clerk combine the Waterplus and South Staffs water accounts to make savings on the direct debit payments and investigate opening new bank accounts to protect Parish Council monies.**

**That Councillor P. L. Appleton join the Hollybush Liaison Committee, as a representative from the Parish Council.**

**Proposed by Councillor J. C. Davison, seconded by Councillor B. L. Bladen, all in favour, that the Clerk close 215918 Thomas Albert Hawkins charity account, 522639 Miners Welfare Recreation Ground charity account and 522637 Cheslyn Hay Recreation Ground charity account.**

**That the Clerk cancel the Parish Council meeting scheduled for 15th November 2017 and discuss any urgent Parish Council business at the Full Council Budget and Precept meeting scheduled for the 22nd November 2017.**

**That County Councillors discuss the criteria for siting a pedestrian crossing along High Street and obtaining data from the mobile speed sign at their meeting with the County Council Highways department next week.**

Page 4 of 5 Chairman’s Signature ………………………………………

**11. 01/11/144 – CORRESPONDENCE**

11.1 South Staffordshire Council – Need to request new copies of electoral roll in writing and PDF versions will be received to keep the costs down – **noted.**

11.2 South Staffordshire Council – Invitation for the Chairman to attend Halfpenny Green Vineyards on Monday 6th November 2017 to support the Chairman’s charity.

11.3 South Staffordshire Council – Homelessness Survey.

11.4 Staffordshire County Council – Highways and Rights of Way – launching a new website asking for councils to carry out highways amenities tasks and applying for community funding to help maintain rights of way – **noted**.

11.5 SPCA – General Data Protection Regulations changes for May 2018 – Parish Clerk to attend training on Tuesday 21st November 2017 at the County Building, Stafford – two places available to each Parish Council if any members wish to attend – **noted**.

11.6 Rt. Hon. Gavin Williamson CBE MP – response to request for information regarding Landywood Lane housing application – **noted**.

11.7 SPCA Annual General Meeting on Monday 4th December 2017 – **noted**.

11.8 Staffordshire Pension Fund Annual General Meeting on Tuesday 14th November 2017 – **noted**.

11.9 Thank you letter from Cheslyn Hay District and Local History Society and request for next year, Saturday 6th October 2018.

11.10 Complaint from resident of Fennel Close.

11.11 Request from resident of Coppice Lane regarding inconsiderate parking.

11.12 Complaint from resident of Wesley Avenue regarding issues with SSHA.

**RESOLVED:**

**That the Clerk inform South Staffordshire Council that Councillor Hollis will attend Halfpenny Green Vineyards on Monday 6th November 2017.**

**That the Clerk inform South Staffordshire Council that there is no evidence of any rough sleepers in Cheslyn Hay parish.**

**That the Clerk inform Cheslyn Hay District and Local History Society that they can book the Village Hall for their event on Saturday 6th October 2018.**

**That the Clerk write to the resident of Fennel Close regarding her concerns.**

**That the Clerk request the County Councillors to investigate the request regarding inconsiderate parking on Station Street/obstruction for drivers.**

**That District Councillor Hollis contact the resident of Wesley Avenue to assist with her complaint regarding issues with South Staffs Housing Association.**

Page 5 of 6 Chairman’s Signature ………………………………………

**12. 01/11/145 TABLED ITEMS**

12.1 Staffordshire Parish Council Association Bulletins – 19th and 26th October 2017.

12.2 Staffordshire Village Halls Advisory Service Newsletter.

12.3 Rt. Hon. Gavin Williamson CBE MP Newsletter – October 2017.

12.4 Came and Company Local Insurance Autumn Newsletter.

12.5 Police winter driving tips.

**RESOLVED:**

**That the Clerk email any appropriate documents to members after this meeting.**

**13. 01/11/146 – CHAIRMAN’S ANNOUNCEMENTS**

13.1 The Chairman updated members present regarding the Locality 3 Police meeting held this evening prior to the Parish Council meeting. Councillor P. Wilkinson asked for clarification regarding the confidential Members weekly update sent to District Councillors from Helen Marshall.

**RESOLVED:**

**That Councillor L. Emery will check which confidential police updates are received from Helen Marshall and report back.**

**14. 01/11/147 – SECTION 17 STATEMENT**

14.1 The Chairman read the Section 17 statement.

 Items 6.2, 6.4, 6.5, 6.6, 6.7, 11.11, 12.5, 13.1.

**15. 01/11/148 – CONFIDENTIAL ITEMS**

15.1 Discussions regarding staffing and legal issues.

**Meeting closed at 8.55 pm.**

Page 6 of 6 Chairman’s Signature ………………………………………