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CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 13th January 2016

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

**1. 13/01/194 – PUBLIC PARTICIPATION**

1.1 No members of the public present.

**2. 13/01/195 – MANAGEMENT OF STAFFORDSHIRE’S COUNTRYSIDE ESTATE**

 **CONSULTATION – CLOSING DATE 24TH JANUARY 2016**

2.1 Noreen Davidson, Staffordshire County Council Rural Access Manager, was in attendance to update members on the Countryside Estate consultation, she also provided details of tasks performed by ‘Friends of Hatherton Reservoir’ and discussed funding opportunities that voluntary groups are able to tap into to help fund the maintenance of the park that are not accessible to Staffordshire County Council.

**RESOLVED:**

**That Noreen Davidson send details of VAST funding to the Clerk.**

**That the Clerk respond to the Countryside Estate Consultation no later than the 24th January 2016 as follows:-**

* **The Parish Council do not have a preferred option within categories A-D, they would prefer to keep the status quo;**
* **The Parish Council would prefer Staffordshire County Council to retain this**

**facility for the residents of Cheslyn Hay and the surrounding areas and to**

**protect the wildlife on site;**

* **The Parish Council would prefer this site to have free car-parking and open**

**access for all;**

* **The Parish Council would prefer the footpaths on site to be maintained by Staffordshire Council Council;**
* **The Parish Council would like to see a balance sheet for Hatherton**

**Reservoir for the last five years and a breakdown of the hours that the**

**rangers are on site, their costs and maintenance costs in order to be**

**able to make a decision as to what assistance the Parish Council can provide in the future.**

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**3. 13/01/196 - MEMBERS PRESENT**

3.1 Councillor B. L. Bladen (Chair)

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

E. A. Davison (Mrs), R. Denson, A. W. Emery,

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

County Councillor M. Lawrence

District Councillors L. Emery and B. Williams

 Melanie Brown – Parish Clerk

**4. 13/01/197 – APOLOGIES**

4.1 Apologies for absence from Councillors S. Hollis, G. Keatley, J. King and

 A. Pugh (Mrs) and County Councillor K. Perry.

**5. 13/01/198 – DECLARATIONS OF INTEREST**

5.1 Councillor R. Denson for agenda item 10 (Financial papers).

**6. 13/01/199 – MINUTES**

6.1 That the minutes of the Parish Council meeting held on the 16th December be recorded as a true record.

**RESOLVED:**

**Proposed by Councillor B. Woolley and seconded by Councillor J. C. Davison that the minutes of the Parish Council meeting held on Wednesday 16th December 2015 be recorded as a true record.**

**7. 13/01/200– COUNTY COUNCILLORS REPORT**

7.1 County Councillor Lawrence discussed the financial position and budgetary pressures on Staffordshire County Council as no support grant will be provided by the Government to Staffordshire County Council by 2020. Protecting the vulnerable and safeguarding children remains a priority. Highways and maintenance will be affected by budget cuts, details to follow. Council tax is expected to increase while a further increase for social care may be implemented. A discussion was held regarding capital reserves, 43 million is ring-fenced by the LEA for schools and 45% of the budget is earmarked for specific work.

7.2 Members raised the following local issues:-

* Footpaths in Littlewood area that have already been added to the work programme and footpaths on Station Street that need maintenance work;
* Vibrations on Station Street;
* Cutting back of trees by the land owners on old Landywood Lane and Upper Landywood Lane (recharging the costs if necessary);
* Gutter and drain cleaning - members reported that there is an overwhelming demand for this service and a shovel would now be necessary to clear the debris;
* Potholes – potholes are not being repaired at all or they are being repaired to such a poor standard that they are not lasting, Councillor Lawrence explained the categories of pot holes.

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**RESOLVED:**

**That Councillor Lawrence update the Clerk as to where the Littlewood area footpaths are prioritised on the work programme.**

**That Councillor Woolley send the email received from Staffordshire County Council regarding the vibrations in Station Street to Councillor Lawrence for action.**

**That County Councillor Lawrence note the complaints listed at 7.2.**

**That the Clerk change the invitation to the County and District Councillors to the first meeting of the month to enable County Councillor Lawrence to attend, should he wish to do so.**

**8. 13/01/201 – DISTRICT COUNCILLORS REPORT**

8.1 Councillor B. Williams reported the sad news that Rob Marsh from South Staffordshire Council had passed away.

8.2 Councillor B. Williams reported that the Inspector had turned down two appeals for Gypsy and Traveller sites in Penkridge.

8.3 Councillor B. Williams reported that all residents on the New Horse Road estate have received letters from Morris Homes stating that the current sewerage system is not fit for purpose and will be replaced with a new macerator system. Once fitted the site can be finished off and tarmacked.

8.4 Councillor L. Emery reported that she is currently assisting residents in Littlewood Road and New Horse Road with their complaints.

 **RESOLVED:**

**Members requested District Councillors to enquire:-**

* **Whether the macerator is sustainable long-term or whether the intention is to connect to Sutherland Road or Station Street in the future and if so who will be paying for the continued maintenance;**
* **The name of the Officer who gave permission for residents to move in on this particular site without ensuring that Morris Homes had honoured their original planning conditions;**
* **Whether Severn Trent have commented on this particular site to date;**
* **Enquire what the delay is with issuing the section 106 funds now the final house has been occupied.**

**9. 13/01/202 – PLANNING MATTERS**

9.1 15/01106/VAR – Variation of opening hours at a hot food establishment at

 3 Rosemary Road, Cheslyn Hay, WS6 7DY.

9.2 15/01092/COU – Change of use from vacant disused warehouse to D2 Gym

 use for dance and fitness studio at Plasticraft Ltd,

 Landywood Lane, Cheslyn Hay, WS6 7AL.

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**RESOLVED:**

**That the Clerk submit the following observations/comments to South Staffordshire District Council planning department by the appropriate deadline:-**

**15/01106/VAR**

**There are three hot food take-away establishments at the top of Rosemary Road and the approval for opening times should be consistent for all three businesses.**

**15/01092/COU**

* **There is only enough parking for up to 30 cars on site, on street parking would be dangerous on this very busy road which has a propensity to flood, grass verges are already used to park cars for factory workers and a site visit by South Staffordshire Council officers is suggested;**
* **Landywood Lane has a high volume of traffic from lorries and HGV’s visiting the neighbouring factory sites adjacent to this facility which may present difficulties for highway users.**

**10. 13/01/203 – FINANCE**

10.1 Report 1 - Financial Reports – The financial reports for December 2015 were discussed by the Clerk and the bank statements verified and signed by Councillors

P. Appleby and C. Wilkinson (Mrs).

10.2 Report 2 – Payments – The Clerk reported that confirmation has now been received from the bank that Councillors P. Appleby and E. Davison are now authorised signatories on the accounts. Proposed by Councillor J. C. Davison, seconded by Councillor P. Appleton with Councillor E. Davison as third signatory.

**RESOLVED:**

**That the financial reports for December 2015 be approved and that any outstanding payments be made in respect of those items listed on the green paper circulated at the meeting.**

**11. 13/01/204 – CLERKS REPORT**

11.1 Seasonal Decoration Update – The Clerk reported that permission for the seasonal decorations had been received on Tuesday 22nd December and the lights had been installed that evening. The Chairman had received the appropriate training and was able to assist the contractor in the installation process. The Parish Council thanked the Chairman for his tenacity and ensuring that the decorations were installed.

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11.2 Kitchen Refurbishment Update – The Clerk reported that the kitchen will now need to be installed over the Easter period, this still complies with the funding criteria. The replacement ceiling in the reception area and tiling will still be carried out during half-term week (15th – 19th February).

11.3 Bus Stops and Seating – The Clerk reported that the installation of bus stops in Littlewood Lane and Coppice Lane and the seating in High Street will be carried out at the end of this week.

11.4 Hanging Basket Stanchions – The Clerk reported that the hanging basket stanchions have now been delivered and requested members decide where they want to install the three new stanchions. The damaged stanchion at the corner of New Horse Road will not be replaced and the Chapel Square stanchion will hopefully be repaired rather than be replaced with a new one.

11.5 County Council Highways Priorities – The Clerk reported that Councillors Perry and Lawrence will be meeting with County Highways shortly to discuss the priorities for the next financial year from Cheslyn Hay. Members prioritised their current requests as follows:-

 1. Flooding issues in Landywood Lane;

2. Requirement for an additional pedestrian crossing in the Village;

 3. Accident prevention on Low Street and Station Street;

 4. Traffic calming throughout the Village;

 5. Vibration issues on top of the gas main in Station Street.

11.6 Library Update – The Clerk reported that she had spoken to the County Council regarding the library provision after the 31st March 2016, to date no volunteers have come forward to take over the library service. The Clerk has requested a meeting with the Head of Service to discuss the plans for the next financial year.

11.7 Cemetery Issues – The Clerk reported that there are currently issues with collapsing graves due to the continued wet weather conditions.

**RESOLVED:**

**That the Clerk inform County Councillors Lawrence and Perry of the Highway priorities for Cheslyn Hay.**

**That the Clerk thank the grounds staff for their efforts in maintaining a burial service in difficult conditions.**

**12. 13/01/205 – CORRESPONDENCE**

12.1 Correspondence from the County Council regarding the lantern manufacturer for Landywood Lane – **noted**.

12.2 Staffordshire Parish Council’s Association – vacancy for co-option to SPCA executive, applications by the 26th February 2016 – **noted**.

12.3 South Staffordshire Council – Invitation to the Police Accountability Forum on Wednesday 23rd March, 5.00 – 6.30 pm at Watling Street Police Station.

12.4 Copy of letter from Morris Homes to South Staffordshire Council – **noted**.

12.5 Staffordshire County Council – Invitation to the Staffordshire Great War Event on Saturday 5th March 2016 – **noted**.

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12.6 Launch of the Staffordshire Waterways Group website.

12.7 Staffordshire Parish Council’s Association – Councillor Training on Monday 15th February 2016 at Tipping Street, 7.00 – 9.00 pm – **noted**.

**RESOLVED:**

**That the Clerk inform South Staffordshire Council that either Councillors C. or P. Wilkinson will attend the Police Accountability Forum on Wednesday 23rd March 2016.**

**That the Clerk send round the link to the Staffordshire Waterways Group website.**

**13. 13/01/206 TABLED ITEMS**

13.1 Staffordshire Parish Council’s Association Bulletin – 17th, 21st, 31st December 2015 and 8th January 2016.

13.2 South Staffordshire Council ‘Let’s Work Together’ event on the 29th January 2016, 9.00 am – 12.30 pm at Codsall regarding the elderly, vulnerable and disabled.

13.3 Landywood News – January 2016.

**RESOLVED:**

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

**14. 13/01/207 – CHAIRMAN’S ANNOUNCEMENTS**

14.1 No Chairman’s announcements.

**15. 13/01/208 – SECTION 17 STATEMENT**

16.1 The Chairman read the Section 17 statement.

 Items 11.15 and 16.1 noted.

**16. 13/01/209 – CONFIDENTIAL ITEMS**

16.1 The Clerk reported an alleged planning enforcement issue in Low Street.

**Standing Orders were suspended and the meeting closed at 9.40 pm.**

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