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CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 15th February 2017

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

**1. 15/02/219 - MEMBERS PRESENT**

1.1 Councillor J. C. Davison (Chair)

Councillors :- E. A. Davison (Mrs), R. Denson, A. W. Emery, S. Hollis,

G. P. Keatley, J. W. King, C. Wilkinson (Mrs),

P. Wilkinson, B. Woolley

 Melanie Brown – Parish Clerk

**2. 15/02/220 – APOLOGIES**

2.1 Apologies for absence from Councillors P. Appleby, P. L. Appleton, B. L. Bladen,

 L. Emery, A. Pugh (Mrs).

**3. 15/02/221 – DECLARATIONS OF INTEREST**

3.1 Declarations of interest from Councillor B. Wooley for agenda item 6, financial reports.

**4. 15/02/222 – MINUTES**

4.1 That the minutes of the Parish Council meeting held on Wednesday 1st February 2017 be recorded as a true and accurate record.

**RESOLVED:**

**Proposed by Councillor B. Woolley seconded by Councillor R. Denson that the minutes of the Parish Council meeting held on Wednesday 1st February 2017 be recorded as a true record.**

**5. 15/02/223 – PLANNING**

5.1 17/00038/FUL – Front bay extension and canopy to porch at 2 Hazelwood Close,

 Cheslyn Hay, WS6 7HE.

5.2 17/00094/FUL – Proposed carport to side of No. 46 Berwyn Grove,

 Cheslyn Hay, WS6 7DW.

**RESOLVED:**

**That the Clerk inform South Staffordshire Council planning department that there are no observations/objections to planning applications 17/00038/FUL and 17/00094/FUL.**

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**6. 15/02/224 – FINANCE**

6.1 Report 1 - Financial Reports – The financial reports for January 2017 were discussed by the Clerk and the bank statements verified and signed by Councillors S. Hollis and

C. Wilkinson (Mrs).

6.2 Report 2 – Payments – Payments proposed by Councillors C. Wilkinson (Mrs), S. Hollis and G. P. Keatley.

**RESOLVED:**

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

**7. 15/02/225 – CLERKS REPORT**

7.1 Request from the Talbot Public House – The Clerk distributed the written request to place ‘A’ boards on Parish Council land at the front of the Talbot Public House. A discussion was held regarding public liability insurance, planning permission for the large advertising boards placed on the wall of the public house, distraction to drivers, grass cutting duties and the number of ‘A’ boards present. Councillor Woolley asked for it to be minuted that now the public liability insurance has been confirmed this subject should be moved on. Councillor Hollis asked for it to be minuted that no complaints from members of the public had been received regarding the ‘A’ boards.

7.2 War Memorial Plaques – The Clerk discussed the new quotation for the replacement of the war memorial plaques, to be partially funded by Staffordshire County Council’s Community Fund budget. A discussion took place regarding the lead lettering on the new marble plaques.

7.3 Playground Inspections – Deferred until the next meeting, awaiting quotations.

7.4 County Council Issues – The Clerk reported on outstanding issues with Staffordshire County Council :-

* Vibrations in Station Street – The Clerk reported that National Grid had visited Station Street to check on the vibrations over the gas main. National Grid had recommended ‘patching’ to be carried out over the affected area. The Clerk had reported this to County Councillor Lawrence who indicated that it was the responsibility of National Grid to carry out, however Cheryl Larvin has put this on the system to be carried out in the next financial year.
* FOI Request – The Clerk reported that she had received acknowledgement of the Freedom of Information request from Staffordshire County Council regarding the pothole information, a response should be received within 20 days.
* Flooding in Landywood Lane – Staffordshire County Council and Councillor K. Perry had informed the Clerk that a ditch will be excavated outside the unit on Landywood Lane in order for the water to run off the carriageway. This is a short-term solution until the budget becomes available for a long-terms solution.

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* Flooding on the recreation ground – The Clerk reported that flooding is occurring on the recreation ground next to the Police Station. The water is not draining away even during the Summer. The County Council have suggested that the Clerk contact Severn Trent Water to get the water tested.
* Rosemary Road Turning Circle – The Clerk reported that she had requested the assistance of the County Council in establishing the ownership of the turning circle at the bottom of Rosemary Road as this is showing as unadopted on the land registry. The County Council will look at their records to try to establish the last owner and any contacts they may have for clearing the culvert on the public right of way which may be exacerbating the flooding issue. Members discussed issues with ‘laughing gas’ canisters being left on this site which have been reported to the police.
* Flooding at the Village Hall – The County Council have agreed to change the drainage system at the entrance to the Village Hall in order to kerb the flooding issue from the highway. They have also agreed to clear the drains and will contact the District Council to get the gutters cleaned and the road swept. Potholes in Pinfold Lane have also been reported.
* Footpath Issue on Mount Pleasant – The Clerk reported that the County Council have looked at the footpath issue on mount pleasant and noted that the top surface is coming away in sections, this has been added to the forward plan for surfacing work.
* Complaint from resident regarding HGV’s and island at junction of Saredon Road/Wolverhampton Road – the Clerk reported that the County Council have suggested contacting the Police regarding the HGV issues. The island is now on a list of priorities to discuss with the new County Councillors after the elections in May.
* Pedestrian Crossing – The clerk reported that the County Council have stated that it is just as expensive to decommission a crossing and move it to another location as it is to purchase a new one. This suggested area of Low Street has been deemed unsuitable for a pedestrian crossing, a zebra crossing may be considered when discussing priorities with the new County Councillors after the elections in May.

7.5 Tree Surgeon – The Clerk reported that the tree surgeon would be working on the TPO trees in Coppice Close on Monday 28th February, Tuesday 29th February and Wednesday 1st March 2017. He will also be requested to quote for any additional work when he is on site.

7.6 Cemetery Headstone Runners – The Clerk reported that she had requested two companies to quote for the concrete plinths at the cemetery extension site, both had been recommended by South Staffordshire Council. One of the companies would not carry out a site visit. The Clerk reported that this needed to be carried out early in the new financial year because of the grass seeding issue.

7.7 Village Hall Doors – The clerk discussed the quotation for the two remaining doors to be replaced in the Village Hall.

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**RESOLVED:**

**Proposed by Councillor Woolley, seconded by Councillor Hollis that the tenant at the Talbot Public House be granted permission to place his ‘A’ boards on Parish Council land. A vote followed, Councillors Woolley, Hollis, Keatley, A. Emery and P. Wilkinson voted for the proposition, Councillors E. A. Davison (Mrs), J. C. Davison, R. Denson,**

**J. King and C. Wilkinson (Mrs) voted against the proposition. Councillor J. C. Davison decided not to cast his second vote as Chairman. The Clerk to agenda this item for the next meeting on the 1st March 2017, this will be a vote only, no further discussion on this topic.**

**That the Clerk confirm that the new marble plaques for the war memorial will be replaced with lead lettering, similar to the existing plaques, the order can then be placed.**

**That the Clerk contact the British Coal residual land fund to ask for information regarding the ownership of the turning circle at the bottom of Rosemary Road.**

**That the Clerk contact BS Eaton’s for a possible grant to resurface the turning circle at the bottom of Rosemary Road.**

**That the Clerk ask the grounds staff to check the public right of way at the bottom of Rosemary Road for any overhang onto the footpath from Lafarge.**

**That the Clerk inform the contractor that the Parish Council accepts their quotation for cemetery headstone runners, to be completed early in the new financial year.**

**That the Clerk inform the contractor that the Parish Council accepts their quotation for the Clerk’s office and Cadman Suite doors in the Village Hall.**

**8. 15/02/226 – SOUTH STAFFORDSHIRE COUNCIL SAD RESPONSE**

8.1 Councillor J. C. Davison reported on the response from Cheslyn Hay Parish Council to the site allocations preferred options and gypsy traveller pitches, minor amendments at 1.2 and 2.2 to be carried out. Members thanked Councillor J. C. Davison for completing the comprehensive and well thought-out SAD response.

**RESOLVED:**

**That the Clerk amend the SAD response at 1.2 and 2.2 and send to South Staffordshire Council no later than noon on Monday 27th February 2017.**

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**9. 15/02/227 – MINUTES OF THE BUDGET AND PRECEPT MEETING - 25.01.17**

9.1 The Clerk distributed the minutes of the budget and precept meeting held on Wednesday 25th January 2017 for approval.

**RESOLVED:**

**That the minutes of the Budget and Precept meeting held on Wednesday 25th January 2017 be recorded as a true record.**

**10. 15/02/228 – UPDATE FROM THE FOOTBALL LIAISON COMMITTEE – 05.02.17**

10.1 Councillor P. Wilkinson updated members regarding the Football Liaison Committee held on 5th February 2017. Issues discussed at the meeting included pitch allocation and conditions, shower facilities, the pending grant application to refurbish the football pavilion, the turning circle condition at the bottom of Rosemary Road, fines to teams for littering and general litter and dog faeces on the pitches.

**11. 15/02/229 – CORRESPONDENCE**

11.1 Request from St. Giles Hospice for funding, the Clerk reported that there was money unallocated from the section 137 grant fund.

11.2 Request from South Staffordshire Council for the Chairman to attend the ‘Fly a Flag for Commonwealth’ ceremony at Codsall on Monday 13th March 2017 at 10.00 am.

11.3 Invitation from South Staffordshire Council to attend a Parish Council meeting to discuss the proposed lottery community fund, to include a question and answer session.

11.4 Response from Albrighton Care Home regarding an alleged parking issue in Bridge Avenue.

11.5 Request from two residents asking the Parish Council for support to encourage South Staffordshire Council to increase their enforcement and education activities for both dog fouling and litter in Cheslyn Hay which is steadily increasing.

11.6 Request from ‘Stop the Gailey Freight Hub’ for funding to support the collective of Parish Council’s opposing the West Midlands Interchange.

**RESOLVED:**

**Proposed by Councillor Hollis, seconded by Councillor C. Wilkinson (Mrs) that the Clerk allocate £100.00 from the Section 137 grant fund for St. Giles Hospice.**

**That the Clerk forward the details of the South Staffordshire ‘Fly a Flag for Commonwealth’ ceremony to Councillor B. L. Bladen.**

**That the Clerk request South Staffordshire Council to attend a Parish Council meeting to discuss the proposed Community Lottery Fund.**

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**That the Clerk forward any correspondence from Albrighton Care Home to Councillor P. Wilkinson to investigate with the complainant.**

**That the Clerk forward details of the complaints from residents regarding dog fouling and litter to District Councillors for action.**

**Proposed by Councillor B. Woolley, seconded by Councillor E. A. Davison (Mrs), all in favour, that the Clerk allocate £250.00 to send to the ‘Stop the Gailey Freight Hub’ fund.**

**12. 15/02/230 TABLED ITEMS**

12.1 Staffordshire Parish Council Association Bulletins – 2nd and 9th February 2017.

12.2 Staffordshire County Council Pothole Update – 6th and 13th February 2017.

12.3 Staffordshire County Council ‘My Staffordshire’ Newsletter – February 2017.

12.4 Staffordshire County Council ‘Dignity’ awards nominations, closing date 26th May 2017.

**RESOLVED:**

**Discussions were held regarding parking issues in Cheslyn Hay and the lack of enforcement from both parking enforcement officers and the police. The Clerk to invite a representative from Staffordshire County Council to attend a Parish Council meeting to listen to concerns regarding parking and speeding in Cheslyn Hay and Members attending the Locality 3 meeting to raise this issue.**

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

**13. 15/02/231– CHAIRMAN’S ANNOUNCEMENTS**

13.1 Councillor J. C. Davison offered the Parish Council’s support to Councillor Bladen.

**14. 15/02/232 – SECTION 17 STATEMENT**

14.1 The Chairman read the Section 17 statement.

 Items 7.4, 10.1, 11.4, 11.5, 12.

**15. 15/02/233 – CONFIDENTIAL ITEMS**

15.1 Discussion regarding two legal issues.

**The meeting closed at 9.17 pm**

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