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CHESLYN HAY PARISH COUNCIL

Minutes of the

ANNUAL PARISH COUNCIL MEETING

held on Wednesday 15th May 2019

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

**1. 15/05/01 – ELECTION OF CHAIRMAN**

* 1. Proposed by Councillor T. M. Boyle and seconded by Councillor P. Wilkinson that Councillor J. C. Davison be elected as Chairman.
  2. Proposed by Councillor B. L. Bladen, seconded by Councillor A. W. Emery that Councillor S. Hollis be elected as Chairman.
  3. A vote ensued, Councillor J. C. Davison received 6 votes, Councillor S. Hollis received 7 votes.

**RESOLVED:**

**That Councillor S. Hollis be elected as Chairman of Cheslyn Hay Parish Council for municipal year 2019/20, the declaration of acceptance was duly signed by Councillor S. Hollis and the Clerk.**

**Councillor S. Hollis proposed a vote of thanks to Councillor E. A. Davison (Mrs), the outgoing Chair.**

**2. 15/05/02 - MEMBERS PRESENT**

* 1. Councillor E. A. Davison (Mrs) (Chair agenda item 1)

Councillor S. Hollis (Chair agenda items 2 - 17)

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

A. W. Emery, I. E. Emery, G. P. Keatley, J. D. Lockley,

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

County/District Councillor B. Williams

Melanie Brown – Parish Clerk

**3. 15/05/03 – APOLOGIES**

3.1 No apologies for absence.

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**4. 15/05/04 – ELECTION OF VICE CHAIRMAN**

4.1 Proposed by Councillor T. M. Boyle, seconded by Councillor J. C. Davison that Councillor P. Wilkinson be elected as Vice Chairman.

4.2 Proposed by Councillor B. Woolley, seconded by Councillor A. W. Emery that Councillor B. L. Bladen be elected as Vice Chairman.

4.3 A vote ensued, Councillor P. Wilkinson received 6 votes, Councillor B. L. Bladen received 7 votes.

**RESOLVED:**

**That Councillor B. L. Bladen be elected as Vice Chairman of Cheslyn Hay Parish Council for municipal year 2019/20.**

**5. 15/05/05 – REVIEW AND APPOINTMENT OF COMMITTEES**

The constitution of committee memberships and representation on liaison groups were discussed and agreed as follows:-

5.1 Finance and Policies Committee

Councillors S. Hollis, B. L. Bladen, E. A. Davison (Mrs), J. C. Davison, A. W. Emery, and P. Wilkinson (Provisional – L. Emery).

5.2 Football Liaison Committee

Councillors P. W. Wilkinson (Chair), P. L. Appleton, G. P. Keatley and J. D. Lockley.

5.3 Cheslyn Hay Community Allotments Liaison Committee

Councillors S. Hollis, B. L. Bladen, J. C. Davison, J. D. Lockley and B. Woolley.

5.4 Library Liaison Committee

Councillors S. Hollis, B. L. Bladen, E. A. Davison (Mrs) and C. Wilkinson (Mrs).

A discussion was held regarding the expertise of Councillor R. Denson who was involved in the original leasing arangements with Staffordshire County Council.

5.5 Human Resources Committee (remainder of Members on Appeals Committee

chaired by Councillor S. Hollis)

Councillors B. L. Bladen (Chair), Councillor E. A. Davison, J. C. Davison, A. W. Emery, C. Wilkinson (Mrs) and B. Woolley (Provisional – L. Emery).

5.6 WW1 Liaison Group/British Legion Liaison Meetings

Councillors S. Hollis, P. Wilkinson and J. C. Davison.

5.7 Communications and Emergency Planning

Councillors S. Hollis, E. A. Davison, C. Wilkinson (Mrs).

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**RESOLVED:-**

**That the constitution of committees and representation on liaison groups is as listed above.**

**That the Clerk enquire if Councillor L. Emery would like to continue on the Finance and Policies and Human Resources Committees.**

**That the Clerk invite Robert Denson to attend the Library Liaison Committee in an advisory capacity.**

**6. 15/05/06 – DECLARATIONS OF INTEREST**

6.1 No declarations of interest.

6.2 Councillor J. C. Davison requested the Clerk to investigate the ‘conflict of loyalty’ regulations in respect to District Councillors when declaring an interest.

**7. 15/05/07 – MINUTES**

7.1 That the minutes of the meeting held on Wednesday 1st May 2019 be recorded as a true and accurate record.

**RESOLVED:**

**Proposed by Councillor B. Woolley and seconded by Councillor E. A. Davison (Mrs), all in favour, that the minutes of the Parish Council meeting held on Wednesday 1st May 2019 be recorded as a true and accurate record.**

**8. 15/05/08 – COUNTY COUNCILLORS REPORT**

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

* Additional £20k highways funding allocation to Parishes will be discussed with Mark Keeling at the end of the month;
* Liaison with the County Council and District Council for grass cutting services is underway to try to provide one service;
* Request for information regarding natural gas sites in Cheslyn Hay in relation to ‘Warmer Homes’;
* Confirmation that Amey charge per pothole repair, even for multiple visits to the same site.

8.3 Councillors requested Councillor B. Williams to update Members regarding the following outstanding highways issues :-

* Discussions regarding sealing potholes to ensure longevity;
* Outstanding pothole repairs in Upper Landywood Lane which have been on the system for approximately two years;
* Repairs to the raised island at the top of High Street, adjacent to Wolverhampton Road and Saredon Road. Members suggested flattening this island and painting a circle rather than replacing with another raised island.

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**RESOLVED:**

**That County Councillor B. Williams investigate the outstanding Highways issues with Mark Keeling.**

**9. 15/05/09 – DISTRICT COUNCILLORS REPORT**

9.1 District Councillor T. M. Boyle reported on the briefing sessions for new Councillors including how South Staffordshire Council will need to run their services as a business to raise revenue and projections for 2027.

9.2 District Councillor J. D. Lockley reported on the changes to the Planning system at South Staffordshire Council. All Council Members were involved in planning historically and now this has been changed to 21 Members only with 5 Members from Locality 3 (which includes Cheslyn Hay). Councillor Lockley will now undertake intensive training on planning matters over the next twelve months. District and Parish Councillors would prefer that all Members are involved to ensure representation for the Parish. Members discussed outstanding enforcement cases in Cheslyn Hay and the need for greater and speedier enforcement of illegal planning operations.

9.3 District Councillor J. D. Lockley reported that acquisitions by South Staffordshire Council are doing well and rental income has increased. The ‘Streetscene’ department are trying to expand their services into private organisations to generate income.

9.4 District Councillor S. Hollis discussed the housing allocation figures and quoted the statistics for acres per village, of which Cheslyn Hay is one of the highest, proving that Cheslyn Hay is already densely populated. Councillor B. Williams confirmed that the consultation responses have now been posted on South Staffordshire Councils website.

9.5 District Councillor S. Hollis reported that the air monitoring equipment is currently being repaired and should be re-installed in Cheslyn Hay shortly.

9.6 District Councillor S. Hollis reported that South Staffordshire Council have won their case against Morris Homes and this should now be enforced.

9.7 District Councillor S. Hollis reported that complaints about the work of Virgin Media need to be reported as there is a limited time to get the repairs carried out by Staffordshire County Council.

**RESOLVED:**

**That Councillor Hollis obtain a copy of the judgement against Morris Homes for Members perusal.**

**That the Chair investigate timed sessions for County and District Councillor reports at Parish Council meetings.**

**That the Clerk investigate complaints regarding Virgin Media highways work and inform Staffordshire County Council.**

**10. 15/05/10 – FINANCE**

10.1 Report 1 – Payments – Payments proposed by Councillor C. Wilkinson (Mrs), seconded by Councillor E. A. Davison (Mrs) with Councillor B. L. Bladen as third signatory.

**RESOLVED:**

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

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**11. 15/05/11 – PLANNING**

11.1 19/00338/FUL – Rear ground floor extension and garage conversion at

1 Hawks Close, Cheslyn Hay, WS6 7LE.

**RESOLVED:**

**That the Clerk inform South Staffordshire Council Planning Department that there were no objections/comments or observations relating to planning application 19/00338/FUL.**

**12. 15/05/12 – CLERKS REPORT**

12.1 Register of Disclosable Pecuniary Interests – The Clerk distributed current disclosable pecuniary interest forms listed on South Staffordshire Council’s website and a copy of a new Disclosable Pecuniary Interest form and guidance notes for the annual check.

12.2 Return of Election Expenses – The Clerk reminded Members that declarations and return of spending for local elections are required to be returned no later than the 30th May 2019 to South Staffordshire Council, nil returns are required.

12.3 Section 137 Grant Applications – The Clerk reported that the section 137 grant application requests will be advertised on Friday 17th May 2019 with a closing date of Friday 14th June 2019. Applications have been sent in throughout the year to the Parish Council.

12.4 Cemetery Tree Work – The Clerk reported that an application has been received from Cheslyn Hay Community Allotments to remove overhanging branches from allotment pitches bordering Cheslyn Hay Cemetery.

12.5 New Councillor Packs – The Clerk distributed new Councillor packs to Councillor T. M. Boyle and J. D. Lockley. The Clerk requested new or updated photographs for any Members wishing to replace their photographs in the Village Hall noticeboard. Once photographs have been received ID badges will be ordered for all Members for this term of office. New Councillors will also be required to sign identification forms with NatWest bank.

12.6 Councillor P. Wilkinson reported that Judy Watton of The Royal British Legion has passed away, she will be cremated at Bushbury Crematorium East Chapel at 10.00 am on Friday 24th May 2019, all welcome.

12.7 Councillor T. M. Boyle reported that Alderman Craddock has passed away, details of his funeral arrangements have not yet been released.

12.8 Councillor T. M. Boyle requested Parish Council noticeboards are added as an agenda item for the next meeting.

**RESOLVED:**

**That Members return any amended Disclosable Pecuniary Interest forms to the Clerk by the end of May 2019 for return to South Staffordshire Council.**

**That Members return their declaration and spending returns to South Staffordshire Council no later than the 30th May 2019.**

**That the Clerk advertise the Section 137 grant applications on the Parish Council noticeboards, closing date Friday 17th May 2019.**

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**That the Clerk obtain quotations for tree work at Cheslyn Hay cemetery.**

**That new Parish Council Members provide photographs for the Village Hall photoboard and ID badges together with any existing Members who wish to update their existing photographs.**

**That the Clerk raise a cheque for the sum of £25.00 for ‘The Air Ambulance Service’ in memory of Judy Watton of The Royal British Legion.**

**That the Clerk add a ‘minutes silence’ to the agenda for the next Parish Council meeting in memory of Alderman Craddock.**

**That the Clerk add ‘Parish Council noticeboards’ as an agenda item for the next Parish Council meeting.**

**13. 15/05/13 – CORRESPONDENCE**

13.1 Cannock Chase Council consultation on the Cannock Chase Local Plan, closing date 8th July 2019 – **noted.**

13.2 South Staffordshire Council – funeral details of Councillor Mrs Mary Bond – **noted**.

13.3 South Staffordshire Council – invitation for the Chair to attend the Civic Sunday at Great Wyrley on the 7th July 2019 – **noted**.

13.4 Letter of resignation from the Parish Council from Councillor R. Denson – **noted**.

13.5 Letter from resident regarding the recently planted commemorative tree thanking the Parish Council for their assistance – **noted.**

**14. 15/05/14 TABLED ITEMS**

14.1 Staffordshire Parish Council Association Bulletins – 2nd and 9th May 2019.

14.2 Validated planning application list containing Taylor Wimpey development off Landywood Lane.

**RESOLVED:**

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

**15. 15/05/15 – CHAIRMAN’S ANNOUNCEMENTS**

15.1 Councillor S. Hollis thanked Members for electing him as Parish Council Chair.

15.2 Councillor S. Hollis requested Members to direct any questions through the Chair in future meetings.

**16. 15/05/16 – SECTION 17 STATEMENT**

16.1 The Chairman read the Section 17 statement – no items for reporting.

**17. 15/05/17 – CONFIDENTIAL ITEMS**

17.1 Legal issues were discussed.

**Meeting closed at 9.10 pm.**

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