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CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 16th October 2019

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

**1. 16/10/119 – KAREN TERRY – POLICE REPORT**

* 1. PCSO’s Karen Terry and Adrian Price attended the meeting to present the crime report from the 19th September to 15th October 2019 inclusive.
	2. Discussions were held regarding previous ASB reports involving youths and available CCTV footage.
	3. Discussions were held regarding using figures instead of percentages when detailing increase in crime which will provide a better understanding of the crime rates. The PCSO’s in attendance reported that they were not privy to this information and to contact Sergeant Kelly Wareing or use the Police.UK app from the Staffordshire Police website.

**2. 16/10/120 - MEMBERS PRESENT**

2.1 Councillor S. Hollis (Chair)

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

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

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

Melanie Brown – Parish Clerk

**3. 16/10/121 – APOLOGIES**

3.1 Apologies for absence from Councillors T. M. Boyle and L. Emery

3.2 Proposed by Councillor P. Wilkinson, seconded by Councillor C. Wilkinson (Mrs), all in favour, that the Council accepts an apology for non-attendance from Councillor L. Emery.

**4. 16/10/122 – DECLARATIONS OF INTEREST**

4.1 Declarations received from Councillors A. Woolley and B. Woolley in relation to agenda item 9.

**5. 16/10/123 – MINUTES**

5.1 That the minutes of the Parish Council meeting held on Wednesday 2nd October 2019 be recorded as a true and accurate record.

**RESOLVED:**

**Proposed by Councillor E. A. Davison, seconded by Councillor P. Wilkinson, all in favour, that the minutes of the Parish Council meeting held on Wednesday 2nd October 2019 be recorded as a true and accurate record.**

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

**6. 16/10/124 - PLANNING**

6.1 Application 19/00696/FUL – Erection of a four bedroom dwelling at 21 Brook Road,

 Cheslyn Hay, WS6 7ES.

**RESOLVED:**

**That the Clerk inform South Staffordshire Council that Cheslyn Hay Parish Council object to application 19/00696/FUL on the following grounds:-**

* **Cheslyn Hay Parish Council have a policy of objecting to any infill applications in Cheslyn Hay;**
* **Residential amenity – Visual impact and design overbearing and out of scale, overlooking and loss of privacy for current householders in relation to proximity and light;**
* **Sets a precedent to build along the same line;**
* **Sewerage – there is a longstanding issue with sewerage in Cheslyn Hay and, more recently, in this particular part of the Parish where the local pumping station was unable to cope with the capacity;**
* **Flood risk – There are springs located in this area and flooding occurred in 1964 in this and the surrounding areas, all of the properties in this area are declared as a ‘flood risk’ in terms of insurance cover and the Parish Council believe that the likelihood of this occurring is far greater than the applicant predicts.**

**7. 16/10/125 – FINANCE**

7.1 Report 1 - Financial Reports – The financial reports for September 2019 were discussed by the Clerk and the bank statements verified and signed by Councillors C. Wilkinson (Mrs) and E. A. Davison (Mrs).

The monthly budget report was discussed, balances were checked and variances on the General Purposes, Amenities and Village Hall budgets were discussed in detail.

7.2 Report 2 – Payments – Payments proposed by Councillor B. L. Bladen seconded by Councillor P. Wilkinson, with Councillor C. Wilkinson (Mrs) as third signatory.

7.3 Completion of Signatory Mandate – The Clerk reported that Councillors A. Woolley and T. M. Boyle have now been authorised as signatories for the Parish Council accounts. The Clerk requested the three signatories signing cheques to complete the email version of the mandate for the two remaining Councillors.

**RESOLVED:**

**Proposed by Councillor P. Wilkinson, seconded by Councillor B. L. Bladen, all in favour, that the Financial Reports for September 2019 be agreed and accepted.**

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

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

**8. 16/10/126 – CLERKS REPORT**

8.1 Cheslyn Hay War Memorial Update – The Clerk reported that the contractor installing the plaques at the war memorial has recommended that the work be completed between January and April 2020, dependent on the weather. Discussions with the Conservation Officer and the preparation of the method statements will be started as soon as possible.

8.2 Meeting update – WW1 Liaison Group meeting 9th October 2019 – Councillor P. Wilkinson updated Members of the discussions held at the WW1 Liaison Group meeting as follows:-

* Councillor P. Wilkinson informed Members present that the ‘tommy’s’ and the bench had now been ordered and would arrive shortly, the Committee is awaiting the details of the lectern/notice board from Cheslyn Hay and District Local History Society so all of the items can be fitted on one day.
* Members of the group had met at Chapel Square after the meeting to discuss where the lectern, bench and ‘tommy’s were to be located, Councillor Wilkinson distributed the plans of where the items are to be sited. A discussion was held regarding the siting of a possible CCTV surveillance camera.
* Councillor P. Wilkinson thanked Councillor I. E. Emery for producing the wooden poppies and life-size ‘tommy’s’ for Remembrance Day.

8.3 Police Locality 3 Meeting – 9th October 2019 – Councillor P. Wilkinson reported on the Police Locality 3 Meeting held at Essington Parish Hall on the 9th October 2019 as follows:-

* All representatives from Parishes were generally reporting the same issues, lack of police funding an issue;
* PCSO’s role does not include policing, mostly liaison and communication;
* Requested details of evidence to be used when arrests are made and in Court;
* Reported issues with HGV’s in Cheslyn Hay – not enough Police Officers available to enforce this;
* Discussed the response times for burglaries (eg issue in Station Street).

8.4 The Clerk reported that Members of the Finance and Policies Committee will be requested to attend a meeting on the 23rd October 2019 at 9.00 am to look at policies. The Chair and Vice Chair will be requested to log and view each policy before this meeting.

8.5 The Clerk reported that the new noticeboard on Landywood, funded by Councillor B. Williams, has been fitted.

8.6 The Clerk distributed photographs of two HGV lorries driving over the High Street/Saredon Road island, these have been distributed to Councillor B. Williams in order to inform Staffordshire County Council.

8.7 The Clerk reported that Councillor Boyle has requested the Clerk to organise a meeting with Matthew Richards from Severn Trent, P. Gelder and District Councillors to discuss capacity issues and the condition of the sewer pipes in Cheslyn Hay.

**RESOLVED:**

**That the Clerk inform South Staffordshire District Council of the positions for the bench, notice board and ‘tommy’s’ to be sited in Chapel Square and await permission before fitting.**

**That the Clerk organise a meeting with Matthew Richards from Severn Trent to discuss the issues reported at 8.7.**

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

**9. 16/10/127 – VOLUNTEER PROPOSAL FROM COUNCILLOR B. WOOLLEY**

9.1 Councillor B. Woolley discussed his proposals for the volunteer position of opening the football pavilion every Sunday, during the football season, to enable the teams that were displaced earlier in the year to play on Rosemary Road pitches. Councillors A. Woolley and B. Woolley declared an interest and left the room.

**RESOLVED:**

**Proposed by Councillor B. L. Bladen, seconded by Councillor J. D. Lockley that the opening of the football pavillion every Sunday during the football season is carried out by Councillors A. and B. Woolley, as volunteers, during the football season, subject to an appropriate Volunteer Policy being agreed at the Finance and Policies meeting on the 23rd October 2019 and adopted by Full Council on the 6th November 2019.**

**That both Members join the Football Liaison Committee as Advisory Members.**

**10. 16/10/128 – CORRESPONDENCE**

10.1 Resident expressed concerns regarding the delivery gate being left open at the Co-op in Landywood Lane on several occasions.

10.2 South Staffordshire Council – The Chief Executive will meet with the Chair, Vice Chair and the Clerks of Parish Councils to discuss stronger working relationships between the County, District and Parish Councils, dates to follow – **noted**.

10.3 South Staffordshire Council – Removal of 27 payphone kiosks across South Staffordshire, objections to be received no later than the 1st November 2019. Heritage style kiosks can be adopted by the local communities.

10.4 Councillor B. Williams – People Helping People Fund – reminding Parish Councils that the fund closes in December and requesting that it is on the Parish Agenda for discussion.

10.5 Staffordshire County Council – reminder that Shanks Bridge will be closed on Friday evening and road closures will be in place until midnight on Sunday (trains are not affected) - **noted**.

**RESOLVED:**

**That the Clerk contact the Co-op store on Landywood Lane and Head Office regarding the delivery gate being left open.**

**That the Clerk inform South Staffordshire Council that the Parish Council do not want the payphone kiosks removed in Cheslyn Hay.**

**That the Clerk add ‘People Helping People Fund’ as an agenda item for the next meeting.**

**11. 16/10/129 - TABLED ITEMS**

11.1 Staffordshire Parish Council Association Bulletins 3rd and 10th October 2019.

11.2 South Staffordshire Council News Round-up issues 138 and 139.

11.3 Support Staffordshire - October 2019.

**RESOLVED:**

**That the Clerk email any appropriate items after the meeting.**

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

**12. 16/10/130 – CHAIRMAN’S ANNOUNCEMENTS**

12.1 The Chair discussed the Parish Summit event at South Staffordshire Council held on the 11th October 2019 as follows :-

* Parish Council’s role in the planning process;
* Planning Committee;
* Corporate Governance for Parishes;
* Planning Enforcement;
* Health and Safety of Parish Events;
* Working Differently.

**RESOLVED:**

**That the Chair request on update on the legal position with New Horse Road and the air pollution monitor.**

**13. 16/10/131 – SECTION 17 STATEMENT**

13.1 Items

**14. 16/10/132 – CONFIDENTIAL ITEMS**

14.1 Legal issues were discussed.

**Standing Orders were suspended and the meeting closed at 9.35 pm**

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