1

CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 18th July 2018

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

**1. 18/07/50 - MEMBERS PRESENT**

1.1 Councillor E. A. Davison (Chair)

Councillors :- P. L. Appleton, B. L. Bladen, J. C. Davison, R. Denson,

1. W. Emery, L. Emery, S. Hollis, G. P. Keatley,

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

Councillor B. Williams – District Councillor

Melanie Brown – Parish Clerk

**2. 18/07/51 – APOLOGIES**

2.1 Apologies for absence from Councillors P. Appleby and A. Pugh (Mrs).

**3. 18/07/52 – DECLARATIONS OF INTEREST**

3.1 Councillor R. Denson declared an interest for agenda item 7 (finance).

**4. 18/07/53 – MINUTES**

4.1 That the minutes of the Parish Council meeting held on Wednesday 20th June 2018 be recorded as a true and accurate record.

4.2 That the minutes of the Parish Council meeting held on Wednesday 4th July 2018 be recorded as a true and accurate record.

**RESOLVED:**

**Proposed by Councillor C. Wilkinson and seconded by Councillor A. W. Emery that the minutes of the Parish Council meeting held on Wednesday 20th June 2018 be recorded as a true record.**

**Proposed by Councillor B. L. Bladen and seconded by Councillor A. W. Emery that the minutes of the Parish Council meeting held on Wednesday 4th July 2018 be recorded as a true record.**

Page 1 of 6 Chairman’s Signature ………………………………………

**5. 18/07/54 – NOTICE OF THE ELECTION BY CO-OPTION – PINFOLD WARD**

5.1 One application was received for the casual vacancy for the Pinfold Ward. A discussion was held with the applicant who then left the meeting room for Members to consider his application.

**RESOLVED:**

**Proposed by Councillor J. C. Davison and seconded by Councillor C. Wilkinson that the application is declined for the casual vacancy for the Pinfold Ward.**

**A vote ensued, eight Councillors voted to accept the proposal, three objected to the proposal with one abstention.**

**That the Clerk write to the candidate thanking them for their attendance at the meeting and their interest in the casual vacancy for the Pinfold Ward.**

**6. 18/07/55 – PLANNING**

6.1 1800504/FUL - New classroom block to the rear of the school in playground

at Glenthorne Primary School, Glenthorne Drive, WS6 7BZ

**RESOLVED:**

**That the Clerk inform South Staffordshire Council that the Parish Council made the following observations:-**

* **Fire door is listed on the materials but not show on the drawings?**
* **Will the Siberian Larch Cladding be an arson/fire risk which is closely situated to other school buildings and residents?**

**7. 18/07/56 – FINANCE**

7.1 Report 1 - Financial Reports – The financial reports for June 2018 were discussed by the Clerk and the bank statement balances were verified and signed by Councillors

C. Wilkinson (Mrs) and G. P. Keatley.

7.2 Report 2 – Payments – Payments proposed by Councillor J. C. Davison, seconded by Councillor B. Woolley with Councillor B. L. Bladen as third signatory.

7.3 Councillor A. W. Emery requested information as to how Council Tax is spent by South Staffordshire Council and Staffordshire County Council in relation to Locality 3 in the last three years, preferably broken down by Parish. Councillor L. Emery reported that the programme of work for the next few years should be released by the end of the summer.

**RESOLVED:**

**Proposed by Councillor C. Wilkinson (Mrs) and seconded by Councillor G. P. Keatley, all in favour, that the financial reports for June 2018 be approved and that any outstanding payments be made in respect of those items listed on the green paper circulated at the meeting.**

**That the Clerk liaise with Councillor L. Emery regarding a letter to South Staffordshire Council and Staffordshire County Council asking for a breakdown of services provided and expenditure for Locality 3 for the last three years (preferably broken down by Parish).**

Page 2 of 6 Chairman’s Signature ………………………………………

**8. 18/07/57 – SECTION 137 GRANT APPLICATIONS**

8.1 The Clerk reported that Section 137 grant applications had been received from West Midlands Hedgehog Rescue, Burntwood and Cannock Chase Community First Aid Responders and Arrive Alive Rapid Emergency Response.

**RESOLVED:**

**Proposed by Councillor L. Emery and seconded by Councillor B. L. Bladen, all in favour with the exception of one abstention, that the Clerk issue cheques for £125.00 each for West Midlands Hedgehog Rescue, Burntwood and Cannock Chase Community First Aid Responders and the Arrive Alive Rapid Emergency Response.**

**9. 18/07/58 – CLERKS REPORT**

9.1 Public Footpath No. 10 Flooding Issue – The Clerk reported that flooding had occurred again during June on the footpath at the bottom of Rosemary Road Turning Circle. The County Council inspected on the 21st June and spoke to a local business who alleged that the flooding may be coming from the Redland Quarry site. After investigation the Redland Quarry confirmed that the flooding was caused by a blocked pump and dealt with the blockage accordingly.

9.2 South Staffordshire District Council Parish Summit September 2018 – The Clerk reported that the Parish Summit this year will include workshops on elections, Staffordshire County Council initiatives, South Staffordshire Housing Association ‘right to buy’ scheme and supporting the District Council with their enforcement team dealing with flytipping, dog fouling and fly posting.

9.3 TPO tree maintenance recreation ground – The Clerk reported that tree work had been identified and authorised by Staffordshire District Council Arboricultural Officer for Chestnut Drive and Rosemary Avenue. Further tree work had been identified on the recreation ground.

9.4 Feedback Locality 3 Police Accountability Forum – Councillor J. C. Davison reported on the Locality 3 Police Accountability Forum held at the Village Hall on the 27th June 2018. Discussions were held as follows :-

* Police cuts;
* 999 response;
* CPSO’s;
* K9Watch;
* ASB;
* Pilot scheme to be launched in Cheslyn Hay regarding illegal parking. Councillor Hollis reported that Councillor Lockley is the lead on this project from South Staffordshire Council.

9.5 Update Football Liaison Committee – Councillor P. Wilkinson reported that the Football Liaison Committee meeting had taken place on Wednesday 13th June 2018 and the following Senior teams had been signed for Rosemary Road for 2018/19:-

* Cheslyn Hay FC
* Wyrley FC
* The Talbot FC
* The New Talbot FC

The following Junior teams have been signed for Rosemary Road for 2018/19:-

* Wyrley Junior Panthers
* Hawkins Sports Eagles U/13
* Hawkins Sports Eagles U/14

Discussions were held regarding season start and end dates and repairs to the disabled toilet at the front of the pavilion.

Page 3 of 6 Chairman’s Signature ………………………………………

9.6 Update Finance and Policies Committee – The Chair, Councillor E. A. Davison, reported on the Finance and Policies Committee held on the 9th July 2018. The earmarked reserve fund was reviewed and discussions held around expenditure for Summer 2018 for consideration by Members. Discussions regarding funding applications for mobile CCTV, speed watch signs and Remembrance Day silhouettes were also discussed. The Finance and Policies Committee recommend to Full Council that the following expenditure is authorised:-

* Playground Safety Surfacing
* Tarmacing VH front paths/replacing parking lines
* Replacement main hall doors
* Replacement front doors with security system
* Stormguard flood defences
* WW1 centenary fund

9.7 Seasonal Decorations Application – The Clerk reported that the seasonal decorations application deadline to Staffordshire County Council is the end of August and enquired what decorations Members would like this year for the village.

9.8 Committee Meeting availability – The Clerk requested Members availability for a Human Resources Committee Meeting and a WW1 Liaison Group Meeting during the Summer recess.

9.9 Wreath order for November 2018 – The Clerk reported that the Parish Council wreath order is required by the end of August by The Royal British Legion.

9.10 Member availability during the recess – The Clerk distributed a list for members to indicate their availability during the Summer recess, should they be required.

**RESOLVED:**

**That Members inform the Clerk as soon as possible if they have any particular issues regarding election procedures that they wish to discuss at South Staffordshire Council Parish Summit.**

**Proposed by Councillor J. C. Davison, seconded by Councillor P. Wilkinson, that the Clerk order the tree work at the recreation ground to take place during the Summer recess.**

**That the Clerk arrange for quotations for the repairs to the disabled toilet at the football pavilion.**

**That the Clerk complete applicable funding applications for mobile CCTV, speed watch signs and Remembrance Day Silhouettes.**

**Proposed by Councillor B. Woolley, seconded by Councillor P. Wilkinson, all in favour, that the Clerk arrange for the expenditure recommended by the Finance and Policies Committee.**

**That the Clerk order the same seasonal decorations as in December 2017.**

**That the Clerk organise a Human Resources Meeting for Wednesday 1st August 2018 at 6.30 pm.**

**That the Clerk organise a WW1 Liaison Group meeting for Monday 30th July 2018 at 2.00 pm.**

**That the Clerk order the same amount of wreaths as in previous year for the Parish Council and District Councillors Hollis and Williams.**

Page 4 of 6 Chairman’s Signature ………………………………………

**10. 18/07/59 – CORRESPONDENCE**

10.1 Response from Councillor B. Williams to a request for information regarding virgin digging up recently laid footpaths. Staffordshire County Council have responded to Councillor Williams stating that they issue permits for footpaths that have been laid for more than three years. Complaints have been received from residents in Coppice Lane regarding Virgin media – **noted.**

10.2 Letter from resident in Chapel Square thanking the Clerk and Councillor Hollis for their help with his complaint against South Staffordshire Council and Chapel Square – **noted.**

10.3 Complaint from resident of Pool Meadow regarding trees on the nature reserve, the Clerk has passed this on to South Staffordshire Council to investigate – **noted**.

10.4 Complaint from residents in Rosemary Road regarding anti-social behaviour, drinking and drug use on the recreation ground until 4.00 am in the morning, the Clerk has passed this complaint on to the local PCSO’s – **noted**.

10.5 Request from John Gerring from South Staffordshire Council to attend the Parish Council meeting on the 5th September to discuss the air pollution monitor and results from the diffusion tubes.

10.6 Complaint from resident regarding rubbish on the rear car park at the Talbot public house, the Clerk has informed the Landlord – **noted**.

10.7 Complaint alleging that out-of-area senior football teams are training on Rosemary Road pitches on a Thursday evening.

10.8 Resident from Peace Close requesting the Parish Council to collate information regarding flooding and take the same action as Great Wyrley Parish Council. Councillor Williams requested the Clerk to send any details to him to collate by the end of the week.

10.9 Staffordshire Parish Council’s Association Local Councillor training will take place on Tuesday 11th September 2018 – **noted.**

**RESOLVED:**

**That the Clerk inform John Gerring that he is welcome to attend the Parish Council meeting on Wednesday 5th September 2018 to discuss air pollution issues in Cheslyn Hay.**

**That the Clerk investigate the alleged football training issues on a Thursday evening at Rosemary Road recreation ground.**

**That the Clerk inform Councillor Williams of any flooding issues in Cheslyn Hay by the end of this week.**

**11. 18/07/60 TABLED ITEMS**

11.1 Staffordshire Parish Council Association Bulletins – 5th and 12th July 2018.

11.2 South Staffordshire Council – Grass cutting update 10th July 2018.

11.3 South Staffordshire Council – Enforcement cases logged 14.07.18.

11.4 South Staffordshire Council – News round-up editions 75 and 76.

11.5 South Staffordshire Council – Casual vacancies in Parish Councils occurring after the 7th November 2018 do not need to be advertised/filled.

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

11.6 South Staffordshire Council – Bereavement Information Hub.

11.7 Staffordshire Pension Fund – Employer Focus.

11.8 Express & Star article 29.06.18 regarding timber yard provided by Councillor B. L. Bladen.

**RESOLVED:**

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

**12. 18/07/61 – CHAIRMAN’S ANNOUNCEMENTS**

12.1 No Chairman’s Announcements.

**13. 18/07/62 – SECTION 17 STATEMENT**

13.1 The Chairman read the Section 17 statement.

Items 9.4, 9.6, 10.4 and 11.3

**14. 18/07/63 – CONFIDENTIAL ITEMS**

14.1 Discussions regarding legal and staffing issues.

**The meeting closed at 9.25 pm**

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