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CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 19th September 2018

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

**1. 19/09/87 – SOUTH STAFFORDSHIRE COUNCIL PRESENTATIONS**

* 1. Paula Watson from the elections team attended to update Members on the guide to procedures for Parish Council elections, co-options and casual vacancies, and projected costs for upcoming elections. Nomination packs will be available from Monday 18th March and applications will close at 4.00 pm on the 3rd April 2019. Expenses will need to be returned no later than the 6th June 2019. The election timetable will be published in the Autumn and discussed at the Parish Summit next week. All direct costs will be recharged to the Parish Council, uncontested wards will be charged at a rate of £50.00 per ward. A discussion was held regarding the reduction of wards for Cheslyn Hay, Paula will investigate and feedback to the Parish Council.
  2. Chloe Beddows, Policy Officer attended to update Members and raise awareness of data collection for South Staffordshire Council. Data is collected from the ‘My Place, My Say’ surveys, the Insight Team at Staffordshire County Council and Staffordshire Police. The Locality Data will be published on the website in the Autumn and Members are being encouraged to challenge the data as they are involved in the communities. Chloe discussed the population data, age, crime levels, obesity and employment for Cheslyn Hay. Members were concerned regarding the reading of text at a meeting, the lack of detail available for sample sizes and the lack of information available to the Parish Council who were requested to email the officers for clarification after the meeting.

**RESOLVED:**

**That the Clerk request an estimate of costs for Cheslyn Hay Parish Council for the 2019 elections.**

**That Members email the Clerk with any information required relating to Policy data collection at South Staffordshire Council.**

**2. 19/09/88 - MEMBERS PRESENT**

2.1 Councillor E. A. Davison (Chair)

Councillors :- P. L. Appleton, J. C. Davison, R. Denson, A. W. Emery,

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

Melanie Brown – Parish Clerk

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**3. 19/09/89 – APOLOGIES**

3.1 Apologies for absence from Councillors P. Appleby, B. L. Bladen, L. Emery,

G. Keatley, and A. Pugh (Mrs).

**4. 19/09/90 – DECLARATIONS OF INTEREST**

4.1 No declarations of interest.

**5. 19/09/91 – MINUTES**

5.1 That the minutes of the Parish Council meeting held on Wednesday 5th September 2018 be amended at 12.1 and 14.1 to read ‘Deferred until the next meeting on Wednesday 19th September 2018’.

**RESOLVED:**

**Proposed by Councillor J. C. Davison and seconded by Councillor P. Appleton that, with the above amendments, the minutes of the Parish Council meeting held on Wednesday 5th September 2018 be recorded as a true and accurate record.**

**6. 19/09/92 – PLANNING**

6.1 18/00660/FUL Detached two-bedroom bungalow at 141 High Street, WS6 7HT

6.2 18/00715/FUL Retention of treehouse at 8 Brook Road, WS6 7ES

**RESOLVED:**

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

**18/00660/FUL**

**The Parish Council object to the planning application on the following grounds:-**

* **Residential Amenity – development is overbearing and out of scale with the existing development in the vicinity;**
* **Highway Safety – vehicular access is an issue on this already busy road which is prone to accidents, backing in and out of the driveway would create an additional hazard;**
* **Section 106 funds should be spent in Cheslyn Hay for the benefit of residents affected by the development;**
* **Cheslyn Hay Parish Council object to infill planning applications;**
* **Infrastructure of the village is unable to cope and extra development will put pressure on the public drainage and water systems.**

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**18/00715/FUL**

**The Parish Council object to the planning application on the following grounds:-**

* **Retrospective planning application – development already built, enforcement action should be taken;**
* **Residential Amenity – inappropriate development, overlooking neighbouring properties causing a loss of privacy and a loss of outlook due the close proximity to the neighbours;**
* **Visual Impact – overbearing and out of scale, safety issues due to size and scale of the tree house.**

**7. 19/09/93 – FINANCE**

7.1 Report 1 - Financial Reports – The financial reports for August 2018 were discussed by the Clerk and the bank statement balances were verified and signed by Councillors R. Denson and J. C. Davison.

7.2 Report 2 – Payments – Payments proposed by Councillor R. Denson, seconded by Councillor J. C. Davison with Councillor Appleton as third signatory.

7.3 The Clerk reported that the mandate for Councillor L. Emery has now been received.

**RESOLVED:**

**Proposed by Councillor S. Hollis and seconded by Councillor B. Woolley, all in favour, that the financial reports for August 2018 be approved and that any outstanding payments be made in respect of those items listed on the green paper circulated at the meeting.**

**8. 19/09/94 – CLERKS REPORT**

8.1 Inconsiderate Parking Project - The Chair reported that a meeting had been held on Monday 10th September 2018 at the Village Hall with representatives from South Staffordshire Council, the Police and the Parish to discuss a pilot ‘Inconsiderate Parking Project’ in Cheslyn Hay. Councillor D. Lockley has volunteered to lead the project.

8.2 South Staffordshire Council Parish Summit – The Clerk reported that South Staffordshire Council Parish Summit will be held on Friday 28th September 2018, 9.30 – 3.00 pm.

8.3 Library Update – The Clerk reported that the revised lease has now been received from Staffordshire County Council. The Library Liaison Committee now needs to be convened to discuss the lease and invitation sent to a representative from Staffordshire County Council to discuss the changes.

8.4 Co-option Pinfold Ward – The Clerk reported that South Staffordshire Council have now given permission to advertise the co-option. Applications close on Friday 5th October 2018.

8.5 WW1 Liaison Group Meeting – The Clerk reported that the WW1 Liaison Group meeting for Monday 24th September 2018 has been cancelled, an alternative date was discussed.

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8.6 Virgin Media – The Clerk reported that a representative from Virgin Media has agreed to meet with Councillor Williams, a member of the Highways team, the Chair and the Clerk to walk round the village to check the standard of work carried out by Virgin Media.

8.7 Police Report – The Clerk distributed the police report for August 2018.

8.8 Update from the Finance and Policies Committee 17th September 2018 – The Chair reported that the budget has been reviewed along with the income streams and earmarked reserves at the Finance and Policies Committee on Monday 17th September 2018. Expenditure for a drainage system and tarmacing at the Village Hall was discussed along with the rental of an air quality monitoring system for Cheslyn Hay. The annual rental increase for Cheslyn Hay Allotments was also discussed.

**RESOLVED:**

**Proposed by Councillor P. Wilkinson, seconded by Councillor J. C. Davison that the Parish Council support the ‘Inconsiderate Parking’ project in Cheslyn Hay.**

**That the Clerk enquire if Staffordshire County Council ever purchased the enforcement vehicle discussed by County Councillor Lawrence.**

**That the Clerk email Members to ascertain if they would like to attend the Parish Summit on Friday 28th September 2018.**

**That the Clerk email Members of the Library Liaison Committee to arrange a suitable date for a meeting.**

**That the Clerk arrange the WW1 Liaison Committee to take place on Thursday 18th October 2018 at 1.30 pm.**

**That Members report any virgin ‘hot spots’ to the Clerk for investigation when meeting representatives from Virgin and the County Council.**

**That Members feedback any concerns regarding the Police report at the next meeting.**

**Proposed by Councillor J. C. Davison, seconded by Councillor B. Woolley, all in favour, that reserve funds are allocated to the drainage and tarmacing system at the Village Hall and the rental of an air quality monitoring system for Cheslyn Hay. That Councillors Denson and Hollis liaise with Mark Turner regarding the logistics of the project. That the Clerk check building regulations before the work commences.**

**Proposed by Councillor B. Woolley, seconded by Councillor R. Denson, all in favour, that the Clerk purchase three banners for the Remembrance Day service.**

**Proposed by Councillor J. C. Davison, seconded by Councillor B. Woolley, all in favour that the Allotments Association rental increases by inflation (3%) for the next financial year.**

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**9. 19/09/95 – CORRESPONDENCE**

9.1 South Staffordshire Council – Site Allocation Document – The Clerk reported that South Staffordshire Council had formally adopted the SAD document on 11th September 2018, dates for consultation and drop-in sessions will be issued shortly for October 2018. Parish Council’s are encouraged to engage with site promotors so they can have early input before planning applications are finalised. The Clerk reported that the Parish Council have received an invitation to attend a public exhibition at Taylor Wimpey on Wednesday 26th September 2018 at 2.30 pm to discuss a development at Landywood Lane.

9.2 South Staffordshire Council – Volunteer Awards, nominations by Wednesday 31st October 2018.

9.3 West Midlands Interchange – update from the collective, copy of submission will be forwarded to Parish Council’s in due course – **noted.**

9.4 Request for assistance with parking issues at the top of Rosemary Road and outside chemist in High Street.

9.5 Request for assistance with sand/sandbags from a resident in Littlewood Lane and a highways issue at Hawthorne Road – **noted.**

9.6 Request from resident to tidy up Sutherland Road open space.

9.7 Thank you from resident in Rosemary Avenue for an efficient service for their tree work – **noted**.

9.8 Request from resident in Station Street for tree work to be carried out.

9.9 Request from resident in Chapel Square for South Staffordshire Council work to be carried out, passed to Councillor Hollis – **noted**.

9.10 South Staffordshire Council – Grounds Maintenance Team will be visiting Parish Council’s to see if they can work with Parishes. Introducing ‘Chewing Gum Action Group’ and looking at hotspots.

9.11 Thank you letter from West Midlands Hedgehog Rescue - **noted**.

9.12 Thank you letter from Arrive Alive – **noted**.

**RESOLVED:**

**That the Clerk distribute the SAD ‘frequently asked questions’ to Members for information and the invitation to the public exhibition on Wednesday 26th September 2018 to discuss the development in Landywood Lane.**

**That the Clerk discuss the volunteer awards applications with groups nominated before submission to South Staffordshire Council.**

**That the Clerk send the request for assistance with parking issues to Councillor D. Lockley to deal with as part of the ‘Inconsiderate Parking’ scheme.**

**That the Clerk invite the resident of Station Street to the meeting that Severn Trent are attending to discuss Sutherland Road open space.**

**That the Clerk investigate the tree work to be carried out on Station Street.**

**That the Clerk inform South Staffordshire Council that the Parish Council will support the ‘Chewing Gum Action’ scheme in Cheslyn Hay.**

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**10. 19/09/96 TABLED ITEMS**

10.1 South Staffordshire Council – Who’s Who Directory September 2018.

10.2 South Staffordshire Council - News Roundups editions 84 and 85.

10.3 Staffordshire Parish Council’s Association Bulletins 6th and 13th September 2018.

10.4 South Staffordshire Council – Enforcement cases 10th and 17th September 2018.

10.5 South Staffordshire Council – Grass cutting schedule 7th September 2018.

10.6 South Staffordshire Council – Friends and Neighbours ‘Living the Good Life’ Summer Newsletter 2018.

10.7 Newspaper article from Councillor P. Wilkinson relating to a boundary dispute.

**RESOLVED:**

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

**That the Clerk add Staffordshire County Council budget cut-backs for school crossing patrols, bus travel, care and highway landscaping as an agenda item for the next meeting.**

**11. 19/09/97 – CHAIRMAN’S ANNOUNCEMENTS**

11.1 No Chairman’s Announcements.

**12. 19/09/98– SECTION 17 STATEMENT**

12.1 The Chairman read the Section 17 statement.

Items 8.1, 8.7 and 9.4

**13. 19/09/99 – CONFIDENTIAL ITEMS**

13.1 Discussions regarding legal and staffing issues.

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

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