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CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 2nd October 2019

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

**1. 02/10/104 – PUBLIC PARTICIPATION**

1.1 No members of the public in attendance.

**2. 02/10/105 - MEMBERS PRESENT**

2.1 Councillor S. Hollis (Chair)

Councillors :- P. L. Appleton, T. M. Boyle, E. A. Davison (Mrs), J. C. Davison,

A. W. Emery, I. E. Emery, D. Lockley, C. Wilkinson (Mrs),

P. Wilkinson, A. J. Woolley, B. Woolley

County/District Councillor B. Williams

Melanie Brown – Parish Clerk

**3. 02/10/106 – APOLOGIES**

3.1 Apologies for absence from Councillors B. L. Bladen, L. Emery and G. P. Keatley.

**4. 02/10/107 – DECLARATIONS OF INTEREST**

4.1 No declarations of interest from Members present.

**5. 02/10/108 – MINUTES**

5.1 That the minutes of the Parish Council meeting held on Wednesday 18th September 2019 be recorded as a true and accurate record.

**RESOLVED:**

**Proposed by Councillor B. Woolley, seconded by Councillor P. L. Appleton, all in favour, that the minutes of the Parish Council meeting held on Wednesday 18th September 2019 be recorded as a true and accurate record.**

**6. 02/10/109 – COUNTY COUNCILLORS REPORT**

6.1 County Councillor B. Williams responded to the Parish Council’s request for information regarding the closure of Shanks Bridge for a prolonged period, the footbridge and the bridge will be closed on the weekends of 19th and 26th October, along with the adjacent car park, whilst the bridge is replaced. The County Council do not know the technical reasons for the delay, the Clerk to contact Network Rail.

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6.2 County Councillor B. Williams discussed the £112k footway resurfacing investment by Staffordshire County Council and structural and preventative programmes completed in Station Street, Station Road and Queen Street. Three drain covers need to be removed in Landywood Lane for works to be carried out. The additional Highways funding scheme from the government is very nearly completed.

6.3 County Councillor B. Williams reminded Members present that the ‘People helping People’ funding is still available from Staffordshire County Council.

6.4 Members discussed the following issues:-

* Outstanding issues at New Horse Road, Morris Homes Estate;
* The completion of the resurfacing work on Station Street/Station Road as residents had not moved their cars during this period;
* Recent extensive rainfall and drains still have not been cleared in recognised flood areas (as identified in the request for additional funding earlier in the year);
* Road damage on Landywood Lane/Upper Landywood Lane, Councillor Appleton provided the reference number 4096420 which was first reported in November 2017. A discussion also took place regarding prioritising potholes and road damage and the responsibility of the County Council should a fatality occur. County Councillor B. Williams reminded Members present to use the ‘app’ to report issues.

**RESOLVED:**

**That County Councillor B. Williams:-**

* **Request an update on reference number 4096420 (Landywood Lane) and the island at the top of High Street, leading on to Saredon Road which have now become a priority;**
* **Provide a list of where the additional funding allocated to County Councillors B. Williams and K. Perry has been spent to-date;**
* **Request Mark Keeling to provide a list of the gully numbers in Cheslyn Hay (as discussed at a meeting with South Staffordshire Council);**
* **Request Mark Keeling to attend a Parish meeting to discuss Highway issues;**
* **Request a set of detailed accounts from Staffordshire County Council showing expenditure by Parish.**

**7. 02/10/110 – DISTRICT COUNCILLORS REPORT**

7.1 District Councillor D. Lockley discussed the planning training taking place at South Staffordshire Council, the Parish Summit taking place on Friday 11th October 2019 and provided an update on the Morris Homes issue at New Horse Road. A meeting will be arranged shortly with residents on the Morris Homes estate to explain the situation.

 Members present requested all District Councillors to emphasise the frustration in the length of time it is taking to drawer this matter to a conclusion.

7.2 District Councillor T. M. Boyle discussed the legal appeal system in relation to Morris Homes at New Horse Road and reported that revised plans will be sent shortly relating to the new housing development on Saredon Road.

7.3 District Councillor B. Williams reported that he had written to South Staffordshire Council to request works to be carried out on Landywood Lane to stop the soil and debris from falling onto the footpath and blocking the drains. A trench had been discounted due to health and safety issues and potential tree root damage.

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7.4 District Councillor S. Hollis reported that he had been liaising with Planning Enforcement in relation to the enforcement case on Saredon Road, Cheslyn Hay, and has requested that the case is reviewed. He also reported that Section 106 agreement spending is not necessarily allocated to where the building work is taking place.

**RESOLVED:**

**That District Councillor Hollis request South Staffordshire Council to replace the contaminated bin at Mitre Road.**

**8. 02/10/111 - PLANNING**

8.1 Application 19/00675/FUL – Summer House with pitch roof at 6 Woodman Lane,

 Cheslyn Hay, WS6 7ET.

8.2 Application 19/00685/FUL – Rear ground floor extension and garage conversion

 (resubmission) at 1 Hawks Close, Cheslyn Hay,

 WS6 7LE.

**RESOLVED:**

**Proposed by Councillor J. C. Davison, seconded by Councillor I. E. Emery, all in favour, that the Clerk inform South Staffordshire Council that Cheslyn Hay Parish Council object to application 19/00675/FUL on the following grounds:-**

* **Cheslyn Hay Parish Council have a policy of objecting to any infill applications in Cheslyn Hay;**
* **In breach of the Local Plan in terms of greenbelt;**
* **Could lead to further development (footprint could be used in future);**
* **It appears that the height of the Summer House is not consistent on the plans, regulations on height restrictions to be checked;**
* **Highway Safety – vehicular access/emergency vehicles.**

**That the Clerk inform South Staffordshire Council that Cheslyn Hay Parish Council do not have any objections to application 19/00685/FUL.**

**That Councillor S. Hollis request an update on the tree house application in Brook Lane, Cheslyn Hay.**

**9. 02/10/112 – FINANCE**

9.1 Report 1 - Financial Reports – The financial reports for August 2019 were discussed by the Clerk and the bank statements verified and signed by Councillors C. Wilkinson (Mrs) and P. L. Appleton.

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

9.2 Report 2 – Payments – Payments proposed by Councillor P. Wilkinson, seconded by Councillor E. A. Davison (Mrs), with Councillor C. Wilkinson (Mrs) as third signatory.

**RESOLVED:**

**Proposed by Councillor P. Wilkinson, seconded by Councillor A. W. Emery, all in favour, that the Financial Reports for August 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.**

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**10. 02/10/113 – CLERKS REPORT**

10.1 Police Report – The Clerk distributed the Police report to all present and requested that any comments are either emailed or brought back to the next Parish Council meeting.

10.2 Meeting update – Finance and Policies Meeting 18th September 2019 – The Clerk reported on the Finance and Policies meeting held on the 18th September 2019 as follows:-

* Budget reviewed by cost centre;
* Income streams reviewed;
* Earmarked reserve accounts reviewed;
* Balance sheet reviewed;
* Expenditure for 2019/20 reviewed;
* Proposed rental for Cheslyn Hay Community Allotments discussed.

10.3 Staffordshire County Council Gully Cleansing – The Clerk reported that 350 gullies were attempted to be cleansed in Cheslyn Hay, as part of the additional County Councillor funding, of which 255 were cleansed and the rest require further investigation. Station Street, Station Road, Wolverhampton Road, Saredon Road, High Street and Low Street are on the annual programme for February 2020.

10.4 Code of Conduct Training – The Clerk distributed the training notes from the Code of Conduct training held on the 19th September 2019. The notes detail Councillor Code of Conduct, disclosable pecuniary interest and bias and pre-determination. A guide for Councillors on the use of social media is also included together with a report on confidentiality.

10.5 WW1 Liaison Group meeting – The Clerk reported that the next meeting of the WW1 Liaison Group is to be held on Wednesday 9th October 2019 at 2.00 pm, the group will locate to Chapel Square after the meeting to discuss the location of the bench, lectern and tommies.

**RESOLVED:**

**Proposed by Councillor J. C. Davison, seconded by Councillor A. W. Emery, all in favour, that the war memorial plaques and associated works are completed in this financial year, when the weather allows.**

**Proposed by Councillor C. Wilkinson (Mrs), seconded by Councillor E. A. Davison (Mrs), all in favour, that the other items of expenditure for 2019/20 are expedited or funding is applied for.**

**Proposed by Councillor J. C. Davison, seconded by Councillor I. E. Emery, all in favour, that the rental for Cheslyn Hay Community Allotments is increased in line with inflation.**

**11. 02/10/114 – CORRESPONDENCE**

11.1 County Councillor K. Perry – Streets Lane works commencing 7th October 2019 – **noted**.

11.2 South Staffordshire Council – Survey on indoor and outdoor sports facilities including football pitches – **noted**.

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11.3 South Staffordshire Council – Withdrawal of their website service from the 31st December 2019.

11.4 South Staffordshire Council – Parish Summit agenda Friday 11th October 2019 – the Clerk to be informed of any workshop choices – **noted**.

11.5 Rt. Hon. Gavin Williamson MP – response to information regarding the closure of Shanks Bridge – **noted**.

11.6 Rt. Hon. Gavin Williamson MP – request for information regarding the closure of Cheslyn Hay football pitches with regard to Hawkins u/14’s team.

**RESOLVED:**

**That the Clerk arrange a meeting of the Communications and Emergency Planning group to discuss alternative website arrangements.**

**That the Clerk respond to Rt. Hon. Gavin Williamson MP regarding the closure of Cheslyn Hay football pitches.**

**12. 02/10/115 - TABLED ITEMS**

12.1 Staffordshire Parish Council Association Bulletins 19th and 26th September 2019.

12.2 South Staffordshire Council News Round-up issue 136.

12.3 Landywood News – September/October 2019.

**RESOLVED:**

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

**13. 02/10/116 – CHAIRMAN’S ANNOUNCEMENTS**

13.1 No Chairman’s Announcements.

**14. 02/10/117 – SECTION 17 STATEMENT**

14.1 Items 10.1.

**15. 02/10/118 – CONFIDENTIAL ITEMS**

15.1 A legal issue was discussed.

**Standing Orders were suspended and the meeting closed at 9.45 pm**

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