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CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 20th June 2018

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

**1. 20/06/34 - MEMBERS PRESENT**

1.1 Councillor E. A. Davison (Chair)

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

A. W. Emery, G. P. Keatley, A. Pugh (Mrs),

C. Wilkinson (Mrs), B. Woolley.

Melanie Brown – Parish Clerk

**2. 20/06/35 – APOLOGIES**

2.1 Apologies for absence from Councillors P. Appleby, L. Emery, S. Hollis and

P. Wilkinson.

**3. 20/06/36 – POLICE REPORT**

3.1 PCSO Karen Terry introduced the new trainee PCSO Lonnie Marsh, Members welcomed Lonnie to Cheslyn Hay.

3.2 PCSO Karen Terry presented the police report from the 17th May to the 19th June 2018, a smart alert will be issued shortly regarding the theft of number plates in the area.

3.3 A discussion was held regarding the recent weekend football event at Hawkins Sports and Social Club where residents had complained that their driveways had been blocked, double parking, buses and large vehicles unable to pass and parking on double yellow lines and grass verges. Hawkins Sports Juniors FC had distributed a letter to local residents apologising in advance for the disruption.

**RESOLVED:**

**That the Clerk check the conditions attached to the events licence, if one was issued, with South Staffordshire Council and arrange a meeting with the event organiser and the police before next year’s event takes place.**

**4. 20/06/37 – DECLARATIONS OF INTEREST**

4.1 No declarations of interest.

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**5. 20/06/38 – MINUTES**

5.1 That the minutes of the meeting held on Wednesday 6th June 2018 be recorded as a true and accurate record.

**RESOLVED:**

**Proposed by Councillor C. Wilkinson (Mrs) and seconded by Councillor A. W. Emery that the minutes of the Parish Council meeting held on Wednesday 6th June 2018 be recorded as a true and accurate record.**

**6. 20/06/39 – PLANNING**

6.1 Planning application 18/00345/FUL – retention of fencing to site entrance at Lodge Farm, Lodge Lane, Cheslyn Hay, WS11 0LT.

6.2 Planning application 18/00160/FUL – conversion of existing residential building and two-storey garage into 5 x 1 bed flats, with associated parking and alterations to the facades (resubmission) at 1 High Street, Cheslyn Hay, WS6 7AB.

6.3 The Clerk reported that a response has been received from Councillor B. Williams in relation to the weight restriction query for lorries entering onto a site in Saredon Road, currently without planning permission. Staffordshire County Council have stated that this is legitimate access as they have business on this site. Councillor S. Hollis is liaising with South Staffordshire Council regarding this response.

6.4 The Clerk has today received the response from The Planning Inspectorate from the appeal hearing held on the 24th April 2018 in relation to Morris Homes, New Horse Road. The appeal is made by Morris Homes (Midlands) Ltd against the decision of South Staffordshire District Council. The Planning Inspector has dismissed the appeal, Morris Homes can now challenge this decision in the High Court.

**RESOLVED:**

**That the Clerk inform South Staffordshire Council planning department of the following observations/comments :-**

**18/00160/FUL – Amended plans – Conversion of existing residential building and two-storey garage into 5 x 1 bed flats with associated parking and alterations to facades (resubmission) at 1 High Street, Cheslyn Hay, WS6 7AB**

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

* **Access to this particular site needs to be carefully considered as this is on a busy one-way system with no alternative routes.  Traffic is already congested and an increase has been noted of late due to traffic diverting from Lodge Lane through Cheslyn Hay to avoid traffic backlogs.  This would also make the building/construction work very difficult to manage;**
* **Parking is an issue in this area, the Parish Council note that there is a ‘no car’ policy attached to this site, however how will this be enforced and inevitably the residents will use the Talbot car park across the road which will lead to lack of parking for local residents who use the pub, takeaway establishments and the shops;**
* **The ‘poppy fence’ bordering this property and the war memorial belongs to the Parish Council and, as such, should not be moved or altered in any way.**

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**18/00345/FUL – Retention of fencing to site entrance at Lodge Farm, Lodge Lane, Cheslyn Hay, WS11 0LT**

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

* **Green belt land;**
* **Planning history – there is currently no planning permission for fencing on this site, the application form states ‘retention of fencing to site entrance’ this statement is incorrect.**

**7. 20/06/40 – FINANCE**

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

C. Wilkinson (Mrs) and G. P. Keatley. A discussion was held regarding the earmarked reserves and cemetery extension funds.

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

**RESOLVED:**

**Proposed by Councillor J. C. Davison, seconded by Councillor B. L. Bladen, all in favour, that the financial reports for May 2018 be approved and that any outstanding payments be made in respect of those items listed on the green paper circulated at the meeting.**

**Agreed that the Finance and Policies Committee Members would be delegated with decision making during the Summer recess.**

**8. 20/06/41 – CLERKS REPORT**

8.1 Casual Vacancy – The Clerk reported that confirmation had been received from South Staffordshire Council that no requests had been received to hold an election in the Pinfold Ward following the resignation of Councillor J. W. King. The Parish Council are now free to carry out co-option into the vacancy. A discussion was held regarding the selection criteria and closing dates. Applicants will be expected to discuss their written applications at a Full Parish Council meeting.

8.2 Cheslyn Hay Library Update – The Clerk reported that she had spoken to Staffordshire County Council after the last Parish Council meeting with regard to their press release and letter to library users asking for the paragraph implying that Cheslyn Hay Parish Council were responsible for Catherine Care withdrawing their offer to manage the library to be removed . Staffordshire County Council reported that it was too late to do this and a letter of complaint was sent to the Libraries and Arts Manager. A meeting was arranged for 18th June 2018 to discuss the letter and at this meeting the Chair reported that in the agenda pack for the Prosperous Staffordshire Select Committee to be held on the 20th June, states that the fault does not lie with Staffordshire County Council, which again implies that the issue is with Cheslyn Hay Parish Council. The Library and Arts Manager assured the Chair at this meeting that blame would not be apportioned to Cheslyn Hay Parish Council at this meeting.

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12 volunteers have been trained to date for Cheslyn Hay and the library service will be pro-actively working to attract partners for Cheslyn Hay library. The service will be reduced to 10 hours from the 10th August 2018 and the request for a new partner advertised in September 2018 and evaluated in December 2018, giving time for the lease to be completed before any partner organisation is involved. Safeguarding issues were discussed and no DBS checks are required for partner organisations, as per section 3.10 of the Early Years Framework. The Village Playgroup and/or parents of children visiting the site would be held responsible for any breaches in safeguarding.

8.3 Site Visit with Staffordshire County Council 08.06.18 – The Clerk reported that a site visit took place on Station Street on the 8th June to investigate the traffic data provided by Staffordshire County Council. Discussions were held regarding the vibrations, drainage, surface dressing and traffic calming. There is insufficient evidence to commit Staffordshire County Council funds to a traffic calming project. Staffordshire County Council reported that it usually takes up to twelve months for the Police to report any traffic incidents to include in their data. The Clerk is awaiting a response from Staffordshire County Council regarding the vibration and drainage issues discussed.

8.4 Football Liaison Committee update 13.06.18 – The Clerk reported that this item would be deferred until the next meeting as Councillor P. Wilkinson was absent.

8.5 Allotment Judging - The Clerk reported that the allotment judging would take place on weeks commencing 9th or 16th July at 10.00 am.

8.6 Redland Quarry – The Clerk reported that she had spoken to Redland Quarry, Rosemary Road, regarding the trees leaning on their perimeter fence. They have agreed to cut the trees once the bird nesting season is over.

8.7 Gantry Crane – The Clerk discussed the quotation for the gantry crane, a health and safety requirement, for lifting the tractor.

8.8 Projector and screen for the Council Chamber – The Clerk discussed the quotation for the projector and screen for the Council Chamber.

8.9 Committee Meetings - The Clerk reported that a Finance and Policies Meeting and a Human Resources Meeting are to be scheduled before the Summer recess starts.

**RESOLVED:**

**That the Clerk advertise the casual vacancy for the Pinfold Ward for co-option, closing date Friday 13th July 2018. Any candidates will then be invited to the Parish Council meeting on Wednesday 18th July 2018 to discuss their applications.**

**That the Clerk write a formal complaint letter to the Leader and Chairman of Staffordshire County Council regarding the statements released to the public regarding Cheslyn Hay library.**

**That the Clerk request Councillors P. Appleby and B. Woolley’s availability for the allotment judging.**

**Proposed by Councillor J. C. Davison, seconded by Councillor B. L. Bladen that the Clerk order the gantry crane for lifting equipment.**

**Proposed by Councillor B. Woolley, seconded by Councillor B. L. Bladen that the Clerk order the projector and screen following consultation with the Chair.**

**That the Clerk liaise with the Chair/Vice Chair regarding committee dates for Finance and Policies and Human Resources.**

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**9. 20/06/42 – CORRESPONDENCE**

9.1 South Staffordshire Council – Locality Police Accountability Forum now at Cheslyn Hay Village Hall – **noted**.

9.2 South Staffordshire Council – Hayley Cooper, Business Engagement Officer, wants to arrange for a dementia friend to come and meet with the Parish Council.

9.3 South Staffordshire Council – Lets work together event at Codsall on Friday 13th July 2018, agenda includes the Big Lottery, Staffordshire Community Foundation and Crowd Funding – **noted.**

9.4 Complaint from resident in Chapel Square regarding outstanding maintenance issues to be completed by South Staffordshire Council and requesting the Parish Council’s view on the demise of services within the village.

9.5 Complaint from tenant of South Staffordshire Business Park regarding dangerous parking at the entrance to the business park by work vehicles, police have confirmed that accidents are likely and the tenant has requested the Parish Council’s support for double yellow lines to be placed at the entrance.

9.6 Request from Pinder Circus to come and meet the Parish Council to discuss the use of the recreation ground in September of this year.

**RESOLVED:**

**That the Clerk invite Hayley Cooper, Business Engagement Officer, South Staffordshire Council, to a meeting after the Summer recess.**

**That the Clerk inform the complainant in Chapel Square that the Parish Council agrees with his comments regarding the demise of services within the village and is constantly lobbying the District and County Councils to fulfil their legal obligations.**

**That the Clerk send the complaint details from the tenant of South Staffordshire Business Park to County Councillor’s Williams and Perry stating that the Parish Council support his request to place double yellow lines at the entrance to the business park.**

**That the Clerk inform Pinder Circus that the recreation ground is unavailable for hire as the football season will have started in September and the noise and parking would be a nuisance to nearby residents.**

**10. 20/06/43 TABLED ITEMS**

10.1 Staffordshire Parish Council’s Association Bulletins of the 7th and 14th June 2018.

10.2 South Staffordshire Council News Round-up editions 71 and 72.

10.3 South Staffordshire Council – Grass cutting update 13th June 2018.

10.4 South Staffordshire Council – Enforcement cases logged 27th May, 2nd June and

8th June 2018.

10.5 South Staffordshire Council – Enforcement cases open – June 2018.

10.6 South Staffordshire Council – Enforcement cases 27th May and 2nd June 2018.

10.6 South Staffordshire Council – Maggie Quinn – Lord Ferrers Award 2018 – nomination closing dated 22nd July 2018.

**RESOLVED:**

**That the Clerk send out any tabled items for information.**

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**11. 20/06/44 – CHAIRMAN’S ANNOUNCEMENTS**

11.1 Councillor E. A. Davison reported that following the recent floods the Parish Council should have an Emergency Plan detailing all the contact numbers should an emergency arise.

**RESOLVED:**

**That the Chair and the Clerk produce an Emergency Plan to present at a future Parish Council meeting.**

**12. 20/06/45 – SECTION 17 STATEMENT**

12.1 The Chairman read the Section 17 statement.

Items 3.0, 8.3, 9.1 and 9.5.

**13. 20/06/46 – CONFIDENTIAL ITEMS**

13.1 Legal issues were discussed.

**The meeting closed at 9.07 pm.**

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