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CHESLYN HAY PARISH COUNCIL

Minutes of the

PARISH COUNCIL MEETING

held on Wednesday 25th April 2018

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

**1. 25/04/249 – STAFFORDSHIRE COUNTY COUNCIL LIBRARY SERVICES**

* 1. Christ Plant, Community Capacity Manager, Angela Schulp, District Strategic Manager and Amy Wilde, Legal Team from Staffordshire County Council attended the meeting to discuss the proposed lease arrangements for the community managed library attached to Cheslyn Hay Village Hall. Chris Plant reported that 20 out of the 23 community managed libraries have now transferred over leaving Talke, Gnosall and Cheslyn Hay to be transferred. Three of the libraries are in schools and share the buildings and facilities similar to Cheslyn Hay Village Hall. All community libraries have increased their membership and footfall since induction.
  2. Discussions were held regarding practicalities of the shared facilities, staffing, security, activities other than a library provision, risk assessments and safeguarding issues in relation to the children already on site using the Village Hall.
  3. Staffordshire County Council explained that a five year agreement is required by the community organisation in order to invest time and resources into the project. It will still be the responsibility of Staffordshire County Council to oversee the library provision as this is a statutory requirement.
  4. Amy Wilde reported on the outstanding issues with the current lease and distributed handouts detailing the proposed new lease arrangements and the terms of the termination clauses, including examples. It is the responsibility of Staffordshire County Council to sub-lease the library, not the Parish Council.
  5. Any community organisation would be monitored by Staffordshire County Council for their performance and twelve monthly reports would be made available to the Library Liaison Committee, with members of the community organisation also attending, should the Parish Council invite them to attend.

**RESOLVED:**

**Staffordshire County Council to come back to Cheslyn Hay Parish Council with the responses to the safeguarding issues and the proposed lease arrangements.**

**2. 25/04/250 - MEMBERS PRESENT**

2.1 Councillor S. Hollis (Chair)

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

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

C. Wilkinson (Mrs), P. Wilkinson (7.40 pm), B. Woolley.

County Councillors B. Williams and K. Perry

Melanie Brown – Parish Clerk

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**3. 25/04/251 – APOLOGIES**

3.1 Apologies for absence from Councillors P. Appleby, L. Emery and J. King.

**4. 25/04/252 – DECLARATIONS OF INTEREST**

4.1 Councillor R. Denson declared an interest in agenda item 7, financial reports.

**5. 25/04/253 – MINUTES**

5.1 That the minutes of the meeting held on Wednesday 11th April 2018 be recorded as a true and accurate record.

**RESOLVED:**

**Proposed by Councillor J. C. Davison and seconded by Councillor C. Wilkinson (Mrs) that the minutes of the Parish Council meeting held on Wednesday 11th April 2018 be recorded as a true and accurate record.**

**6. 25/04/254 – PLANNING**

6.1 Planning application 18/00251/FUL – proposed rear extension at 25 Hatherton Street, Cheslyn Hay, WS6 7HS.

6.2 Planning application 18/00268/ADV – internally illuminated cross attached to side of wall of church building at Salem Methodist Church, High Street, Cheslyn Hay, WS6 7AB.

6.3 The Clerk reported that the appeal had been dismissed at Ivy House, 1 High Street, Cheslyn Hay, WS6 7AB (already circulated), due to the effect of the development on highway safety.

6.4 The Clerk reported that a planning enforcement issue has been reported in Coppice Lane which is being investigated.

6.5 The Clerk reported that she has requested South Staffordshire Council for an update on the enforcement issue relating to Saredon Road.

6.6 District Councillors S. Hollis and B. Williams discussed the Public Hearing held at South Staffordshire Council on the 24th April 2018 in relation to the Morris Homes development on New Horse Road. The hearing was well attended by Parish Council members and residents from the estate who had the opportunity to speak to the inspector regarding their concerns. The inspector conducted a site visit Tuesday evening and findings are expected in 2/3 weeks. Members who attended the Appeal Hearing reported issues with the mic system in South Staffordshire Council’s chamber.

6.7 Councillor Denson reported that notices have been placed on Station Street informing residents that road surfacing will take place shortly.

6.8 Councillor Denson requested Staffordshire County Council take action, as a matter of urgency, on Old Landywood Lane as the hedgerows require cutting, the gutters and drains require cleaning and there are flooding issues.

**RESOLVED:**

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

**18/00251/FUL**

**No objections/comments.**

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**18/00268/ADV**

**It is against Cheslyn Hay Parish Council’s policy to agree to any illuminated signs in Cheslyn Hay village as they are deemed to provide a distraction for drivers leading to safety issues and set a precedent for further applications.**

**That Councillor Williams report the issues at Old Landywood Lane to Staffordshire County Council and request urgent action.**

**That the Clerk investigate cars/vans parking on the war memorial site.**

**7. 25/04/255 – FINANCE**

7.1 Report 1 - Financial Reports – The Clerk briefly discussed the end-of-year figures, a full report will be available at the Annual Parish meeting. The financial reports for March 2018 were discussed by the Clerk and the bank statements verified and signed by Councillors G. P. Keatley and C. Wilkinson (Mrs).

7.2 Report 2 – Payments – Payments proposed by Councillor C. Wilkinson (Mrs), seconded by Councillor G. P. Keatley with Councillor A. W. Emery as third signatory.

7.3 Report 3 – Internal Audit – The Clerk reported that the internal audit had taken place on the 18th April 2018 and discussed the comments from the Auditor.

**RESOLVED:**

**That the financial reports for March 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 investigate the findings of the audit report and circulate a copy to each Member for information.**

**8. 25/04/256 – CLERKS REPORT**

8.1 Sutherland Road Open Space – The Clerk reported that the application to site football pitches, changing facilities and parking at Sutherland Road open space has been refused by South Staffordshire Council. Councillor Pugh reported that this application had been handled poorly in terms of consultation and had caused a lot of un-necessary stress and anxiety to local residents.

8.2 Tractor Deck Update – The Clerk reported that the new part has been fitted on the tractor deck and the Senior Groundsman had taken the tractor out for the first cut of the season last week without any performance issues to date.

8.3 Planning/Enforcement Issues – The Clerk reported that David Pattison, South Staffordshire Council, has volunteered to attend a meeting with the Parish Council on Wednesday 9th May 2018, 5.30 pm – 6.30 pm to discuss planning and enforcement issues in Cheslyn Hay.

**RESOLVED:**

**That the Clerk inform David Pattison at South Staffordshire Council that the planning/enforcement meeting has now been arranged for Wednesday 9th May, 5.30 pm– 6.30 pm at the Village Hall.**

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**9. 25/04/257 – CORRESPONDENCE**

9.1 Letter from resident regarding the nature reserve behind the Mary Rose pub alleging that youths have been setting up camp fires, painting trees, taking drugs and using pellet guns, photographs were included with examples. The Clerk reported that she has already informed South Staffordshire Council and the Police of these activities who were taking action – **noted**.

9.2 South Staffordshire Council have teamed up with the Daily Mail to launch ‘The Great Plastic Pick Up’, the campaign is taking place between the 11th and 13th May 2018 – **noted.**

9.3 St. Giles Hospice have invited members to an Arts for Life Exhibition on Wednesday 16th May and Public Meetings in June at various venues.

9.4 Andrew Aston, Contract Monitoring Officer at South Staffordshire Council reported that grass cutting in South Staffordshire has been delayed slightly due to inclement weather but he hopes to have achieved the second cut by the end of this week – **noted.**

9.5 Request from South Staffordshire Council planning department to nominate a Parish Tree Warden for Cheslyn Hay, current nominee is Councillor Appleton.

**RESOLVED:**

**That the Clerk disseminate information regarding St. Giles Hospice Arts for Life Exhibition and Public meetings to Members.**

**That the Clerk inform South Staffordshire Council Planning department that Councillor P. Appleton will continue to act as Parish Tree Warden for Cheslyn Hay.**

**10. 25/04/258 TABLED ITEMS**

10.1 Staffordshire Parish Council’s Association Bulletins of the 12th and 19th April 2018.

10.2 South Staffordshire Council News Round-up issues 63 and 64.

**RESOLVED:**

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

**11. 25/04/259 – CHAIRMAN’S ANNOUNCEMENTS**

11.1 Councillor S. Hollis reported on his recent meeting with County Councillors K. Perry and B. Williams and officers of Staffordshire County Council, Graham Hunt and Mark Keeling on the 19th April 2018 to discuss the issues with the turning circle at the bottom of Rosemary Road, Cheslyn Hay. A drainage expert will need to look at the site and a funding opportunity may exist if the area is made into an entrance to the wooded area of the recreation ground, a further meeting will be arranged shortly.

**12. 25/04/260 – SECTION 17 STATEMENT**

12.1 The Chairman read the Section 17 statement.

Item 9.1

**13. 25/04/261 – CONFIDENTIAL ITEMS**

13.1 Legal and staffing issues were discussed.

**The meeting closed at 9.30 pm.**

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