

CHESLYN HAY PARISH COUNCIL

PARISH COUNCIL MEETING

held on Wednesday 5th April 2023

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

1. **05/04/146 PUBLIC PARTICIPATION**
   1. No public in attendance.
2. **05/04/147 POLICE REPORT**
   1. The Clerk discussed the Crime and Anti-Social behaviour report for Cheslyn Hay from the 8th March to the 4th April 2023.

**RESOLVED:-**

**That the Clerk inform the PCSO’s that the areas of concern for the ‘you said –we did’ section are as follows :-**

* **Youth’s urinating adjacent to Great Wyrley train station site and Glenthorne shops;**
* **Increase in gas cylinder use in Cheslyn Hay;**
* **List of police successes in relation to crime in Cheslyn Hay requested.**

**3. 05/04/148 MEMBERS PRESENT**

3.1 Councillors : Councillor T. M. Boyle (Chair)

Councillors P. L. Appleton, E. A. Davison, J. C. Davison, A. W. Emery,

I. E. Emery, L. J. Emery, S. Hollis, J. D. Lockley, C. Wilkinson,

P. Wilkinson, A. Woolley and B. Woolley

Melanie Brown – Parish Clerk

**4. 05/04/149 TO ACCEPT APOLOGIES FOR ABSENCE**

4.1 Apologies for absence received from Councillors G. P. Keatley and J. Rochelle and County/District Councillor B. Williams.

**5. 05/04/150 TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS**

**ON ANY ITEM TO BE DISCUSSED**

5.1 Declarations of interest from Councillors L. J. Emery and S. Hollis in relation to Clerks report item 11.7.

**6. 05/04/151 TO APPROVE AND SIGN THE MINUTES OF THE LAST PARISH**

**COUNCIL MEETING – 8TH MARCH 2023**

6.1 That the minutes of the Parish Council meeting held on Wednesday 8th February 2023 are a true and accurate record.

**Proposed by Councillor E. A. Davison, seconded by Councillor C. Wilkinson, all in favour, that the minutes of the Parish Council meeting held on Wednesday 8th March 2023 be recorded as a true and accurate record.**

**7. 05/04/152 COUNTY COUNCILLORS REPORT**

7.1 No County Councillors in attendance.

7.2 Members enquired if a response had been received from County Councillor B. Williams in relation to the actions from the previous meetings.

**RESOLVED:-**

**That County Councillor B. Williams update the Parish Council on timescales for the repair of the footpaths on the diversion route (Sutherland Road and Westbourne Avenue) at the next Parish meeting.**

**8. 05/04/153 DISTRICT COUNCILLORS REPORT**

8.1 A discussion was held regarding an alleged misrepresentation complaint in relation to an election leaflet which has now been sent to the Returning Officer and Monitoring Officer for comment.

8.2 Councillor A. W. Emery requested District Councillors to enquire how much profit the new District Council offices at Codsall are generating since the renovations.

**9. 05/04/154 PLANNING**

9.1 22/00887/FUL – *Amended Plans* - Five one-bedroom apartments with associated parking and landscaping, replacing existing commercial unit at 55 High Street, Cheslyn Hay, WS6 7AD.

9.2 23/00258/FULHH – Two-storey rear and side extension at 2 Short Lane, Cheslyn Hay, WS6 7DE.

9.3 23/00227/TTREE – Dismantle and remove three hawthorn, ash and lime trees with base rot for safety issues.

**RESOLVED:-**

**That the Clerk inform South Staffordshire Council that Cheslyn Hay Parish Council re-iterate their concerns for highway safety at 22/00887/FUL as the extended entrance will have an impact on pedestrian safety. Members requested District Councillors to call-in this application.**

**That the Clerk inform South Staffordshire Council that there are no objections to planning applications 23/00258/FULHH OR 23/00227/TTREE.**

**10. 05/04/155 FINANCE**

10.1 Financial Reports – The financial reports for February 2023 were discussed by the Clerk and the bank statements verified and signed by Councillors C. Wilkinson and E. A. Davison. The monthly budget report was discussed, balances were checked and variances on the General Purposes, Amenities and Village Hall budgets were discussed in detail. The Clerk reported that she has re-issued new cheques to Cheslyn Hay Community Choir and Salem Church Foodbank so there are no unpresented cheques left over from March 2022.

10.2 Payments – Payments proposed by Councillor C. Wilkinson, seconded by Councillor

S. Hollis with Councillor P. Appleton as third signatory.

10.3 The Clerk reported that Councillors T. M. Boyle, C. Wilkinson, P. Wilkinson and the Clerk had visited Lloyds Bank in Cannock yesterday to transfer the monies from the closed Charity Accounts into Cheslyn Hay Parish Council NatWest bank account.

**RESOLVED:**

**Proposed by Councillor S. Hollis, seconded by Councillor C. Wilkinson, all in favour, that the Financial Reports for February 2023 be agreed and accepted.**

**That any outstanding payments be made in respect of those items listed on the green paper circulated at the meeting.**

**11. 05/04/156 – CLERKS REPORT**

11.1 Funding for Play Equipment – The Clerk reported that the Parish Council did not qualify for funding from Asda Living but funding has been allocated from King Charles Coronation Fund for a new piece of play equipment. A discussion was held regarding the charity account closure funds. The Clerk reported that three quotations have now been received so a meeting date can be set after the Annual Meeting. A purchase order has been sent for the installation of the CCTV equipment to monitor the play equipment.

11.2 Update South Staffordshire Council Meetings – the Chairman and the Clerk reported on the section 106 mandatory training for Parish Council’s which they had attended on the 15th March 2023. The Clerk reported that she had attended the Cyber Security presentation on the 20th March 2023 and Cheslyn Hay Parish Council have been requested to join the pilot scheme, two Parish Councillors are required as well as the Clerk to attend the training and download the malware.

11.3 Request for Hire – Age UK Staffordshire – A request has been received from Age UK Staffordshire to run sessions in Locality 3 and an agreement in principal needs to be sought to use the Village Hall facilities before moving forward. The Clerk discussed potential changes to the Village Hall.

11.4 Request for Burial at Cheslyn Hay Cemetery – Two requests for burials have been received from applicants with links to Cheslyn Hay cemetery and a discussion took place regarding these applications.

11.5 Hanging Basket Stanchions – The Clerk reported that the two hanging basket stanchions will be sited outside Cheslyn Hay Club Station Street (replacement) and one outside the doctors surgery on High Street (permission to be sought). A discussion took place regarding the purchase of stanchions for next financial year.

11.6 Meeting update – Cheslyn Hay Community Allotments – The Chairman briefed Members on the meeting with Cheslyn Hay Community Allotments on the 8th March 2023. A discussion took place regarding the lease for the Scout Hut which expires in July 2023.

11.7 Recreation Ground Tree Work – The Clerk has received a quotation for the completion of the copse work on Cheslyn Hay recreation ground.

11.8 Village Hall Fire Alarm Equipment – The Clerk has received a quotation for essential works to the Fire Alarm System at the Village Hall.

11.9 Turning Circle Cheslyn Hay Recreation Ground – The Clerk has received confirmation that Cheslyn Hay Parish Council Insurers will not insure for any incidents or accidents on the turning circle unless we take ownership and it is added to our policy. A discussion took place regarding the deeds returned from Burrell Jenkins Solicitors.

11.10 Meeting with County Council Highways – The Clerk reported that a meeting has been set for the Chair and Vice Chairman to meet with County Council Highways on the 17th May 2023 to discuss the traffic issues on Station Street. The Clerk reported that she has requested funding towards an Avant part in relation to 3-tier working, funding is not now available until next year.

11.11 The Clerk has been informed that a resident in Pinfold House will be 103 on the 25th April 2023.

**RESOLVED:-**

**Proposed by Councillor I. E. Emery, seconded by Councillor J. C. Davison, all in favour, that the Clerk use the funds from the closure of the charity accounts towards the new play equipment for the under 8’s on Station Street.**

**That the Clerk request two Parish Councillors to join the Cyber Security pilot scheme starting in May 2023.**

**That the Clerk inform Age UK Staffordshire that an agreement in principal can be made.**

**That the Clerk inform the two applicants for burials in Cheslyn Hay cemetery that there applications were successful.**

**Proposed by Councillor J. C. Davison, seconded by Councillor C. Wilkinson, all in favour, that the Clerk purchase two stanchions for the next financial year, one to be sited on the corner of Littlewood Lane/Coppice Lane and one on Saredon Road.**

**That the Clerk arrange to meet with Cheslyn Hay Scouts as soon as possible regarding the lease for the Scout Hut at Rosemary Road.**

**Proposed by Councillor E. A. Davison, seconded by Councillor J. C. Davison, all in favour, that the quotation for the tree copse work in Cheslyn Hay recreation ground is accepted.**

**Proposed by Councillor P. Wilkinson, seconded by Councillor C. Wilkinson, all in favour, that the quotation for the essential works on the Fire Alarm system at the Village Hall is accepted.**

**That the Clerk send flowers to the resident in Pinfold House for her 103rd birthday.**

**12. 05/04/157 – CORRESPONDENCE**

12.1 Request from South Staffordshire Council to elect a Parish Councillor to sit on the Standards and Resources Committee.

12.2 South Staffordshire Council – Request for volunteers at the youth services ‘Chill Out’ clubs – **noted**.

12.3 Severn Trent have informed the Clerk that another site visit will be arranged shortly with a final update before they leave the site – **noted**.

12.4 Thank you letters from West Midlands Hedgehog Rescue and Cannock and District Food Banks for their donations – **noted**.

12.5 Complaint from resident in Berwyn Grove regarding Severn Trent Works, referred from Councillor K. Perry, Councillors S. Hollis and J. D. Lockley met with a representative at the village hall to try to resolve the outstanding issues – **noted**.

12.6 Request for information from Member of the Public regarding information relating to the Transparency Code, the Clerk is checking with Staffordshire Parish Councils Association what information can be released before responding – **noted**.

12.7 Complaint from resident in Tudor Way regarding Parish Council staff cutting back trees which they had sent to the District Council. The Clerk visited the complainant and the issue is now resolved – **noted.**

**RESOLVED:-**

**That the Clerk inform South Staffordshire Council that Councillor L. J. Emery will sit on the Standards and Resources Committee with Councillor P. Wilkinson as reserve.**

**13. 05/04/158 – TABLED ITEMS**

13.1 No tabled items.

**14. 05/04/159 – CHAIRMAN’S ANNOUNCEMENTS**

14.1 As this was the last meeting before the elections and change of Chairmanship, the Chairman thanked all the Members and all the staff for their support over the last year.

**15. 05/04/160 – SECTION 17 STATEMENT**

15.1 Item 2.1.

**16. 05/04/161 CONFIDENTIAL**

16.1 Discussions regarding making a formal complaint in relation to planning application 22/00309/COU, Wolverhampton Road, Cheslyn Hay.

**Meeting closed at 8.50 pm.**