



CHESLYN HAY PARISH COUNCIL

**Minutes of the
PARISH COUNCIL MEETING
held on Wednesday 11th October 2023
at the Village Hall, Pinfold Lane, Cheslyn Hay at 7.00 pm**

1. 11/10/68 PUBLIC PARTICIPATION

1.1 No members of the public in attendance.

2. 11/10/69 AGE UK

2.1 The Chief Executive Officer and Head of Care Improvement for Age UK attended the meeting to discuss the potential move of facilities from Penkridge to Cheslyn Hay for their dementia facility and to tackle isolation and loneliness which is best placed in Locality 3. Members discussed the details of the move and County Councillor K. Perry MBE suggested meeting with the Head Teacher of Cheslyn Hay High School as a contact to link in with the project.

3. 11/10/70 POLICE REPORT

3.1 PCSO Rhys Rockley read the Police Report from the 9th September to the 9th October 2023. Statistics for burglary, vehicle crime and anti-social behaviour were discussed.

3.2 A discussion was held regarding a visit between the Police, Parish and District Councillors at Rosemary Road on the 29th September where anti-social behaviour, drug activity and CCTV were discussed. A member of the public has volunteered to install a gate to try to deter criminal activity as the land has no registered owner.

3.3 PCSO Rhys Rockley has confirmed that the CCTV is now permanently fixed on the park area and zoomed in to the correct setting, officers are now patrolling the area and reviewing the CCTV recorded.

3.4 A discussion was held as to the quality of the CCTV footage opposite the park and who can view this information, the Clerk to check the position with the District Council.

3.5 The Clerk reported that the Parish Police report cannot be distributed outside of the Parish Council.

RESOLVED:-

That the Clerk write to the District Council to ascertain the current position with the CCTV camera opposite the under 8's play area and to request an example of the CCTV footage.

That the PCSO's confirm that a trial period of the trailcam takes place before purchase by the Parish Council to ensure the effectiveness of the footage captured.

That an appropriate officer speak to the takeaway delivery driver permanently parked on the double yellow lines outside the takeaways at the top of Rosemary Road.

Chairman's Signature :

4. 11/10/71 MEMBERS PRESENT

- 4.1 Councillors : Councillor S. Hollis (Chair)
Councillors A. W. Emery, I. E. Emery, L. J. Emery,
J. D. Lockley, J. H. Rochelle
County Councillors K. Perry MBE and B. Williams
District Councillors S. Duncan and B. Williams
Melanie Brown – Parish Clerk

5. 11/10/72 TO ACCEPT APOLOGIES FOR ABSENCE

- 5.1 Apologies for absence received from Councillors P. L. Appleton, C. Wilkinson,
P. Wilkinson, A. Woolley, B. Woolley and District Councillor R. Duncan.

**6. 11/10/73 TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS
ON ANY ITEM TO BE DISCUSSED**

- 6.1 No declarations of interest recorded.

**7. 11/10/74 TO APPROVE AND SIGN THE MINUTES OF THE LAST PARISH
COUNCIL MEETING – 13th SEPTEMBER 2023**

- 7.1 That the minutes of the Parish Council meeting held on Wednesday 13th September
2023 be recorded as a true and accurate record.

RESOLVED:-

**Proposed by Councillor I. E. Emery, seconded by Councillor A. W. Emery, all in favour,
that the minutes of the Parish Council Meeting held on Wednesday 13th September 2023
be recorded as a true and accurate record.**

8. 11/10/75 COUNTY COUNCILLORS REPORT

- 8.1 County Councillor K. Perry reported that due to the boundary changes one County
Councillor will be allocated to each division and Cheslyn Hay will no longer be a two-seat
shared parish.
- 8.2 County Councillor K. Perry reported that County Councillor D. Williams has requested
that any roadworks taking place in the County should now have a sign detailing who is
working on site and how to contact them in emergencies. If this is not the case please
report this to Highways.
- 8.3 County Councillor B. Williams reported that Sutherland Road has now been restored.
- 8.4 County Councillor B. Williams reported that the path off Bridge Avenue leading to the
motorway has been closed as they are renewing pipework, this will be completed by
March 2024.
- 8.5 County Councillor B. Williams reported that a crossing cannot be provided outside the
Talbot Public House but they can site six tactile slabs as an alternative.
- 8.6 County Councillor B. Williams reported that the County Council is not responsible for the
pedestrian crossing on Saredon Road as it is the house builders responsibility.

RESOLVED:-

**That the Clerk contact the housebuilder on Saredon Road and/or District Council
enforcement to request the zebra crossing lighting to be repaired and to find the timeline
for repairing the roads and footpaths on and adjacent to the new estate.**

9. 11/10/76 DISTRICT COUNCILLORS REPORT

- 9.1 District Councillor B. Williams reported that training of new Councillors is still taking place at the District Council.
- 9.2 District Councillor S. Duncan reported that she had visited the Head Manager at the '101' police call centre at Staffordshire Police to discuss issues with call handling at the centre. There are 60 staff vacancies with 21 recruited to date. Staffordshire Police now have a 'chatbot' which is the quickest way to report a crime without talking to a member of staff.
- 9.3 District Councillor S. Duncan reported that she had been liaising with the Chief Inspector for resources to tackle speeding in the village between 6.00 pm and 11.00 pm.

10. 11/10/77 PLANNING

- 10.1 No planning applications for discussion.

11. 11/10/78 FINANCE

- 11.1 Completion of the audit by Mazars for the year ended 31 March 2023 – The Clerk had disseminated the completed audit information for year ended 31 March 2023 to all Members before the meeting. It has been signed off as no cause for concern that relevant legislation and regulatory requirement has not been met, three minor scopes for improvement were listed for action.
- 11.2 Financial Reports – The financial reports for August 2023 were discussed by the Clerk and the bank statements and financial statements verified and signed by Councillors S. Hollis, L. J. Emery and A. W. Emery. The monthly budget reports were discussed, balances were checked and variances on the General Purposes, Amenities and Village Hall budgets were discussed in detail.
- 11.3 Payments – Payments proposed by Councillor S. Hollis, seconded by Councillor L. J. Emery, with Councillor A. W. Emery as third signatory.

RESOLVED:

Proposed by Councillor A. W. Emery, seconded by Councillor J. H. Rochelle, all in favour, that the Financial Reports for August 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.

12. 11/10/79 CLERKS REPORT

- 12.1 Seasonal Decorations Application – The Clerk reported that the Chair and the Clerk had been to visit the new contractor for the Christmas lights and had carried out a tour of the site. He discussed what lighting options were available to us this season and testing of the columns. Discussions were held on the remedial action required for next year and costings for a pre-lit Christmas Tree for December 2024. If permission is granted from Staffordshire County Council lights will be up before the end of November 2023, the Christmas Tree will be delivered the last week in November.
- 12.2 Remembrance Day Arrangements – The Clerk reported that the Chair and the Clerk attended the Liaison meeting at Cheslyn Hay Club on the 11th September 2023 and the procession will be leaving from BS Eaton's this year, muster at 10.15 am to leave at 10.30 am. Road closures have been agreed and the sound system and radio control have been booked. Road closure volunteers will be provided by The Royal British Legion.

- 12.3 Football Teams signed to Rosemary Road – The Clerk reported that Hawkins Juniors and Wyrley Hall Football Club have now paid their pitch fees for this season, discussions were held regarding protocol for next season’s payments.
- 12.4 Turning Circle Rosemary Road – The Clerk reported that three local contractors had been contacted to provide quotations for the repair of the turning circle at Rosemary Road without success, the Clerk will now try companies further-a-field. A site visit was arranged with the Police on the 29th September 2023 at 7.00 pm. Parish Councillors, District Councillors and the Scout Leader attended to discuss the issue with drug dealing and anti-social behaviour in and around the turning circle. The Police requested that all incidents are reported to 101 rather than through the Parish Council or individual Councillors, the issue with contacting 101 was discussed by all present. A Section 59 notice was given to the Parish Council to install so incidents can be dealt with without giving notice.
- 12.5 Under 8’s Play Area Station Street – The Clerk reported that there has been a slight delay in installation due to the side gate but should be finished around the end of October, dependent on weather conditions. The Clerk showed examples of benches to be purchased next Spring and a new bin needs to be purchased as the existing bin was burnt out. Sir Gavin Williamson MP will open the park next Spring and Kompan have agreed to be involved in the promotion. The issues with the CCTV camera have now been resolved and the camera is now static, the PCSO’s have agreed to contact schools regarding anti-social behaviour. The Clerk discussed the purchase of solar lighting and columns for the bottom of the play area to aid the images from the CCTV.
- 12.6 Update from Severn Trent – The Clerk reported that there has been a complaint from a resident in Berwyn Grove who had bricks thrown at her property from the grassed area that Severn Trent were working on. This has now been resolved and the bricks removed from site. Apart from a valve fitting Severn Trent have now completed all their works on site and no further work is planned. Councillor A. W. Emery reported that he could smell sewerage in the vicinity of the works completed.
- 12.7 Councillor Training – The Clerk reported that the Councillor Fundamentals Course has been booked for Wednesday 25th October 2023 at 7.00 pm, all welcome.
- 12.8 Parish Summit – South Staffordshire Council Parish Summit will be held on Thursday 19th October 2023 at 8.30 am, subjects are dementia, cost of living, carbon awareness, electric vehicle points and volunteering, if you wish to attend please let the Clerk know your dietary requirements for lunch.
- 12.9 Finance and Policies Meeting – The Clerk reported that the next meeting is scheduled for Wednesday 18th October 2023 at 7.00 pm. A discussion was held regarding changing ‘Standing Orders’ and the Clerk confirmed a further meeting will be scheduled to discuss Policies at a later date.
- 12.10 Tractor and Equipment Committee – The Clerk reported that a meeting needs to be scheduled before the Budget and Precept meeting on the 22nd November 2023.
- 12.11 The Clerk discussed a quotation for PAT testing for the Parish Council and minor electrical works.

RESOLVED:

That the Clerk order a wreath for Remembrance Day for the Parish Council.

That the Clerk investigate if rugby pitches would be more profitable for Rosemary Road pitches for next season.

That the Clerk obtain further quotations for the drainage works and repairs at Rosemary Road turning circle.

That the Clerk order a new bin for the under 8's play area and the benches to be ordered next Spring.

That the Clerk order columns and solar lights for the play area to aid the images from the CCTV.

That any Member wishing to attend the Parish Summit inform the Clerk as soon as possible.

That the quotation for the minor electrical works and PAT testing is approved and the Clerk to arrange for the works to be carried out.

13. 11/10/80 – CORRESPONDENCE

13.1 The Clerk reported that a list of potential bench locations has been received from Councillor Duncan to go forward to the budget and precept meeting in November 2023.

13.2 The Clerk reported that South Staffordshire Council are conducting a rough sleeping survey on the 1st November 2023.

13.3 The Clerk reported that the South Staffordshire Council residents survey is now live on the South Staffordshire Council website and will close on the 6th November 2023.

RESOLVED:-

That Members inform the Clerk of any rough sleepers in Cheslyn Hay.

That Members promote the South Staffordshire Council residents survey in Cheslyn Hay.

14. 11/10/81 – TABLED ITEMS

14.1 Cheslyn Hay Local History Society Annual Exhibition at the Village Hall on Saturday 14th October 2023 between 10.00 am and 4.00 pm.

15. 11/10/82 – CHAIRMAN'S ANNOUNCEMENTS

15.1 The Chairman wished Councillor A. W. Emery a happy birthday.

16. 11/10/83 – SECTION 17 STATEMENT

16.1 Items 3.1, 3.2, 3.3, 3.4, 3.5, 9.2, 9.3, 12.4 and 12.5.

17. 11/10/84 CONFIDENTIAL

17.1 None.

The meeting closed at 9.30 pm