



CHESLYN HAY PARISH COUNCIL

**Minutes of the
PARISH COUNCIL MEETING
held on Wednesday 8th November 2023
at the Village Hall, Pinfold Lane, Cheslyn Hay at 7.00 pm**

1. 08/11/85 PUBLIC PARTICIPATION

1.1 Two Members of the public were in attendance to observe proceedings.

2. 08/11/86 MEMBERS PRESENT

2.1 Councillors : Councillor S. Hollis (Chair)
Councillors P. L. Appleton, A. W. Emery, J. H. Rochelle,
C. Wilkinson, P. Wilkinson, A. Woolley, B. Woolley
County/District Councillor B. Williams
District Councillors R. Duncan and S. Duncan
Melanie Brown – Parish Clerk

3. 08/11/87 TO ACCEPT APOLOGIES FOR ABSENCE

3.1 Apologies for absence received from Councillors I. E. Emery, J. D. Lockley,
L. J. Emery and County Councillor K. Perry MBE.

**4. 08/11/88 TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS
ON ANY ITEM TO BE DISCUSSED**

4.1 No declarations of interest recorded.

**5. 08/11/89 TO APPROVE AND SIGN THE MINUTES OF THE LAST PARISH
COUNCIL MEETING – 11th OCTOBER 2023**

5.1 That the minutes of the Parish Council meeting held on Wednesday 11th October 2023 be recorded as a true and accurate record.

RESOLVED:-

Proposed by Councillor J. H. Rochelle, seconded by Councillor A. W. Emery, all in favour, that the minutes of the Parish Council Meeting held on Wednesday 11th October 2023 be recorded as a true and accurate record.

6. 08/11/90 COUNTY COUNCILLORS REPORT

6.1 County Councillor B. Williams reported on the following issues:-

- 37 snow ploughs have started the winter gritting programme in November for Staffordshire;
- The County Council have a partnership with Viola to remove 2.75 million tons of waste;
- Pothole programme is underway in Staffordshire;
- Please promote the apprenticeship places on the careers website of Staffordshire County Council;
- An alleged complaint received from Hollybush Garden Centre in relation to Campians Wood Quarry in relation to the roads and pavements.

6.2 Members reported the following issues:-

- Councillor A. W. Emery requested that the pathway opposite the junction of Littlewood Lane and Bridge Avenue (leading over the M6 toll and A460) is cleared as residents use this regularly to get to work;
- Councillor A. W. Emery requested a set of accounts for South Staffordshire Council (including assets bought and sold);
- Councillor B. Woolley requested action to be taken regarding the excessive speeding on Station Street;
- Councillor P. L. Appleton reported that the potholes on Mitre Road and Tennescore Avenue need urgent attention and asked for clarification as to whether the County Council were now filling any adjacent potholes whilst they were on site?

RESOLVED:-

That County Councillor B. Williams arrange for the pathway opposite the junction of Littlewood Lane and Bridge Avenue to be cleared.

That County Councillor B. Williams discuss a SID sign to be placed on Station Street to monitor the speeding.

That County Councillor B. Williams clarify if any adjacent potholes will be repaired when a single pothole is reported.

District Councillor R. Duncan volunteered to obtain a set of accounts for South Staffordshire Council if the Clerk was unsuccessful, including a list of assets that have been bought and sold.

7. 08/11/91 DISTRICT COUNCILLORS REPORT

7.1 District Councillor R. Duncan reported on the following issues:-

- Currently dealing with a vermin case at the flats in Mitre Road and has contacted the Chief Executive of Homes Plus to take action. Councillor P. L. Appleton reported that nappies are being dumped on the green in Mitre Road.
- Recently reported ten different potholes on the County Council website for Cheslyn Hay;

- Researching the situation with the rented garages in Campians Avenue for a resident and the long-term plan, a discussion was held regarding the poor state of repair of all rented garages in Cheslyn Hay and the Mitre fault;
- Requested the reinstatement of pathway no. 17 at the rear of Campians Avenue (no signage);
- Meeting with Chief Inspector Chris Cotton next week to discuss drug use, speeding and anti-social behaviour in Cheslyn Hay;
- Reported that Age UK being sited at the Village Hall will be beneficial to Cheslyn Hay due to the ageing population of our residents, he will be arranging a fire engine for the open day next Spring and would like to be involved in the opening event for Cheslyn Hay park.

RESOLVED:-

That Councillor Duncan inform Homes Plus of the issue of nappies being dumped on the green in Mitre Road.

8. 08/11/92 PLANNING

8.1 23/00842/FULHH – Two-storey side/rear extension and front elevation facelift at 133 Mitre Road, Cheslyn Hay, WS6 7HL.

23/00895/FULHH – Single-storey extension to side elevation at 2 Clover Ridge, Cheslyn Hay, WS6 7DP.

RESOLVED:-

That the Clerk inform South Staffordshire Council that the Parish Council have no objections or comments to planning applications 23/00842/FULHH or 23/00895/FULHH.

9. 08/11/93 FINANCE

9.1 Authorised Signatories – The Clerk reported that all authorised signatories have now been completed.

9.2 Financial Reports – The financial reports for September 2023 were discussed by the Clerk and the bank statements and financial statements verified and signed by Councillors A. Woolley and C. Wilkinson. The monthly budget reports were discussed, balances were checked and variances on the General Purposes, Amenities and Village Hall budgets were discussed in detail.

9.3 Payments – Payments proposed by Councillor A. Woolley, seconded by Councillor J. Rochelle, with Councillor A. W. Emery as third signatory.

RESOLVED:

Proposed by Councillor A. Woolley, seconded by Councillor C. Wilkinson, all in favour, that the Financial Reports for September 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.

10. 08/11/94 CLERKS REPORT

- 10.1 Police Report – The Clerk read the police report from the 9th October to the 8th November 2023 detailing vehicle crime and anti-social behaviour issues in Cheslyn Hay. John Rochelle reported that he had been out with the Police on a ‘door knocking’ exercise relating to the Halloween campaign.
- 10.2 Campions Wood Quarry Liaison Meeting – The Clerk reported that the next liaison meeting will take place at the Village Hall tomorrow afternoon at 3.00 pm, Councillor P. L. Appleton will attend on behalf of the Parish Council and will feed back at the next meeting.
- 10.3 Remembrance Service – Sunday 12th November 2023 – The Clerk reminded Members that the parade will meet at BS Eatons on Coppice Lane at approximately 10.15 am, leaving at 10.30 am. South Staffordshire Council will not be having a service this year as it is a weekend but wreaths can be laid at the foot of Brian Edwards memorial at the front of the Community Hub should Members wish to do so. Cheslyn Hay High School’s service will be at 10.30 am on Friday 10th November and Glenthorne Primary School at 2.00 pm, the Chair and Vice Chair have been invited to attend.
- 10.4 Update – Under 8’s play area and CCTV – The Clerk reported that the play area is finished with the exception of the gate which should be arriving shortly. The play panels need to be moved as the children are using them to climb over the fence. The CCTV issue is ongoing, the Chair and Vice Chair visited South Staffordshire Council last week to discuss options for replacement and costings. The Clerk distributed an email from the police regarding reviewing the footage from the CCTV.
- 10.5 Update – Cyber Security – The Clerk reported that the cyber security contractor had been on-site last week to transfer the data and set up the new laptop and email accounts. This will also be backed up to the cloud instead of using the hard drive. The next cybersecurity course with South Staffordshire Council will take place on the 6th December 2023.
- 10.6 Update – Seasonal Decorations – The Clerk reported that more sockets were found defective during testing for the seasonal decorations and minor repairs have been carried out for this year only. The Clerk discussed the dressing of the Christmas tree in Chapel Square.
- 10.7 Section 137 Grants – The Clerk reported that, with the Parish Council’s permission, the Grants would be advertised in December to be discussed at the meeting in January 2024.
- 10.8 Closed Churchyards – The Clerk distributed a letter from Councillor Kath Perry MBE in relation to closed churchyards and heritage assets in Parishes, a discussion ensued regarding South Staffordshire Council’s responsibilities.
- 10.9 Signature of Exclusive Rights of Burial – The Clerk and the Chairman signed the exclusive rights of burial for new applicants.
- 10.10 Tractor and Equipment Committee – The Clerk reported that a meeting has been scheduled for Wednesday 15th November at 10.00 am for Members of the Tractor and Equipment Committee.
- 10.11 Solar PIR lights – The Clerk distributed examples of the solar PIR lights for the under 8’s play area, the posts have already been purchased.

RESOLVED:

That the Clerk arrange for the Christmas Tree in Chapel Square to be lit by the Contractor.

That the Clerk advertise the Section 137 Grants during December 2023.

Chairman’s Signature :

That Members noted that funds are already allocated in Parish reserves to accommodate repairs to Cheslyn Hay Cemetery, should it be required.

That the Chair and the Clerk sign the exclusive rights of burial applications.

Proposed by Councillor C. Wilkinson, seconded by Councillor A. Woolley, all in favour, that the Clerk order the solar PIR lights for the under 8's play area.

11. 08/11/95 – CORRESPONDENCE

- 11.1 Letter from Sir Gavin Williamson CBE MP requesting assistance for Glenthorne School with their supplies of litter pickers and black bags.
- 11.2 South Staffordshire Council – Localities Forum on Teams – Thursday 16th November 2023 at 6.00 pm to include county updates, repair café, speed indicator devices and stay safe scheme and a breakout session with locality enablers, the Clerk reported that she has already sent the link to Members to join the meeting.
- 11.3 South Staffordshire Council – providing cost of living support to residents and community groups, offering drop-in sessions at Village Halls.
- 11.4 South Staffordshire Council – Compassionate Communities Learning Event on Thursday 9th November, 1.30 – 4.30 pm at Trinity Church, Codsall – **noted.**
- 11.5 South Staffordshire Council – Fixed penalty increases for flytipping from £400 to £1k – **noted.**
- 11.6 South Staffordshire Council – Residents survey, lack of response from Cheslyn Hay so the Parish Council worked with Councillors R. and S. Duncan to improve numbers responding – **noted.**
- 11.7 South Staffordshire Council – Annual shrub prune starting between November 2023 and February 2024 – **noted.**
- 11.8 The Clerk has received a response from County Town Homes on Saredon Road regarding the zebra crossing, an engineer has been out on a site visit and this repair, as well as the footpaths and pavements, should be completed by the end of the year – **noted.**
- 11.9 Complaint from resident in Mitre Road regarding Homes Plus and a vermin issue, referred to Councillor R. Duncan to action – **noted.**
- 11.10 Coltsfoot View residents requested the Clerk to set up a meeting to discuss the cleaning of the gullies, this has now been completed and the County Council have agreed to clean 14 gullies on Landywood Lane and 2 on Coltsfoot View – **noted.**

RESOLVED:-

That the Clerk respond to Sir Gavin Williamson CBE MP requesting information regarding numbers required and costings for Glenthorne School.

That Members join the Locality Forum on Teams on Thursday 16th November 2023 at 6.00 pm.

That the Clerk offers a drop-in session for cost of living support at the Village Hall.

12. 08/11/96 – TABLED ITEMS

- 12.1 Age UK leaflet for each Member present.
- 12.2 Allotments Association Accounts for 2022/23, rules of the allotments and the constitution.
- 12.3 Newsletter from Sir Gavin Williamson MP regarding accepting housing targets in South Staffordshire.

13. 08/11/97 – CHAIRMAN’S ANNOUNCEMENTS

- 13.1 The Chairman discussed the meeting with South Staffordshire Council in relation to the issues with the CCTV.
- 13.2 The Chairman reported that he had met with the contractor of the seasonal decorations to discuss the issues with the connections.
- 13.3 The Chairman requested all Members to attend the Remembrance Service on Sunday, if they are able to do so.
- 13.3 Councillor A. W. Emery requested information from the Chairman in relation to Glenthorne Primary School.

14. 08/11/98 – SECTION 17 STATEMENT

- 14.1 Items 7.1, 10.1, 10.4, 10.11, 11.5 and 13.1.

15. 08/11/99 CONFIDENTIAL

- 15.1 None.

The meeting closed at 9.20 pm