



CHESLYN HAY PARISH COUNCIL

Minutes of the PARISH COUNCIL MEETING held on Wednesday 10th November 2021 at the Village Hall, Pinfold Lane at 7.00 pm

1. 10/11/64 – MINUTES SILENCE

- 1.1 To observe a minutes silence in memory of Councillor B. L. Bladen.

2. 10/11/65 – ELECTION OF CHAIRMAN

- 2.1 Following the death of Councillor B. L. Bladen, Vice Chairman B. Woolley requested nominations for Chairman of the Parish Council. Proposed by Councillor T. M. Boyle, seconded by Councillor A. Woolley, all in favour, that Councillor I. E. Emery be elected as Chairman for the remainder of the municipal year 2021/22. The Declaration of Acceptance of Office was duly signed.

3. 10/11/66 – ADVERTISEMENT OF A CASUAL VACANCY (SOUTH WARD)

- 3.1 The Clerk reported that it is a legal requirement to advertise the casual vacancy for the South Ward and this would take place between the 15th November and the 3rd December 2021. If no by-election is called then co-option can take place for the vacant post.

4. 10/11/67 – PUBLIC PARTICIPATION (subject to room limits)

- 4.1 No Members of the Public in attendance.

5. 10/11/68 – POLICE REPORT

- 5.1 PCSO Karen Terry reported on incidents of theft, criminal damage and anti-social behaviour in Cheslyn Hay for the period 13th October 2021 to 9th November 2021.
5.2 Members requested updates on the robbery at the Post Office in Great Wyrley and the theft of slabs outside BS Eaton's on Coppice Lane.

6. 10/11/69 - MEMBERS PRESENT

- 6.1 Councillor B. Woolley (items 1 - 2)
Councillor I. E. Emery (items 3 – 20)
Councillors :- P. L. Appleton, T. M. Boyle, E. A. Davison, J. C. Davison,
A. W. Emery, S. Hollis, G. P. Keatley, J. D. Lockley,
P. Wilkinson, A. Woolley
County Councillors K. Perry and B. Williams
Melanie Brown – Parish Clerk

7. 10/11/70 – APOLOGIES

- 7.1 Apologies for absence from Councillor C. Wilkinson.

8. 10/11/71 – DECLARATIONS OF INTEREST

- 8.1 Councillor T. M. Boyle – agenda item 13 (c) Finance.
8.2 Councillor S. Hollis – agenda item 14.
8.3 Councillor P. Wilkinson – agenda item 14.

9. 10/11/72 – MINUTES

- 9.1 That the minutes of the Parish Council meeting held on Wednesday 15th September 2021 be recorded as a true and accurate record.

RESOLVED:

Proposed by Councillor P. Wilkinson, seconded by Councillor E. A. Davison, all in favour that the minutes of the Parish Council Meeting held on Wednesday 15th September 2021 be recorded as a true and accurate record.

10. 10/11/73 – COUNTY COUNCILLORS REPORT

- 10.1 County Councillors K. Perry and B. Williams reported on the following issues:-
➤ Covid infection rates are rising locally, advise people to take booster jab when notified;
➤ Coppice Lane is scheduled to be open this weekend;
➤ A buttress is to be constructed inside Campions Wood Quarry on the Wolverhampton Road;
➤ The 2021 Community Fund has now been extended until the 26th November 2021 with £2.5k available, all applicants to email their County Councillor in the first instance.
- 10.2 Members reported that vehicles were being hit by lorries following the closure of Walkmill Lane, the traffic lights do not always work and there is no contact number to notify the company responsible. Members suggested taking photographs of any damage to roads and footpaths now before the roadworks are complete as there may be discrepancies at a later date.
- 10.3 Councillor B. Woolley reported that Environmental Health are monitoring the fumes outside the properties in Station Street whilst the road closures are in place.
- 10.4 Members reported that there is constant mud and debris outside Campions Wood Quarry on Wolverhampton Road and outside the Saw Mill Site on Saredon Road.

RESOLVED:

That County Councillors report the issues at 10.2 and investigate the mud and debris issues on Wolverhampton Road and Saredon Road.

11. 10/11/74 – DISTRICT COUNCILLORS REPORT

11.1 District Councillors reported on the following issues:-

- District Councillors are to be more involved in the Section 106 agreement process at the beginning rather than the end in order to gain a better understanding and challenge the District Council if necessary;
- Two trees in Tudor Close have been visited by Staffordshire County Council and have now been referred to Councillor Lockley to investigate, he will request the District Council to send the Arboriculture Officer to advise as to whether they are diseased or dangerous;
- The Local Plan review response needs to be returned to South Staffordshire Council no later than the 13th December 2021;
- South Staffordshire Council has seen a reduction from 49 to 42 District Councillors in the Boundary Review, Cheslyn Hay has been reduced from four seats to three with Saredon, Shareshill and Hatherton becoming one ward;
- A discussion was held regarding the decision by South Staffordshire Council to approve the planning application at 37 Tudor Way which is encroaching onto public land;
- Councillor Appleton requested that the bin is turned round outside the shops in Glenthorne Drive as it is facing the brick wall.

RESOLVED:

That the Clerk send a letter of complaint to the Head of Planning at South Staffordshire Council requesting an enquiry into the decision to grant planning permission on public land and to request a copy of the plans that they used in their decision making process.

That District Councillors request the bin to be turned round outside the shops in Glenthorne Drive.

12. 10/11/75 – PLANNING

- 12.1 21/01124/FUL – Two storey side extension and single storey rear extension at 26 Rosemary Avenue, Cheslyn Hay, WS6 7DX.
- 12.2 Statutory Consultation Traffic Regulation Order – Prohibition of waiting between the hours of 8.00 am – 9.30 am and 3.00 pm – 4.30 pm from Monday to Friday to cover the areas of carriageway outside the development and adjacent school in Saredon Road.

RESOLVED:

That the Clerk inform South Staffordshire Council Planning Department that there were no objections to planning application 21/01124/FUL.

That the Clerk inform Staffordshire County Council that Members request the parking bays outside the Leisure Centre to be addressed during the project on Saredon Road, currently cars protrude on to the Highway as they are too big for the parking bays and cause an obstruction, the Parish Council request that the parking bays are made deeper or changed to linear parking. The Parish Council also request that enforcement officers are present more regularly on Saredon Road due to daily enforcement issues.

13. 10/11/76 – FINANCE

- 13.1 Annual Governance and Accountability Return 2020/21 – The Clerk discussed the Annual Governance and Accountability Return for 2020/21 distributed prior to this meeting, the Audit has now been completed for year ended 31st March 2021 and the Notice of Conclusion can now be published. Opinion of the External Auditor and Minor Scopes for Improvement noted.
- 13.2 Financial Reports – The financial reports for August 2021 were discussed by the Clerk and the bank statements verified and signed by Councillors S. Hollis and A. W. Emery. The monthly budget report was discussed, balances were checked and variances on the General Purposes, Amenities and Village Hall budgets were discussed in detail.
- 13.3 Payments – Payments proposed by Councillor J. C. Davison, seconded by Councillor L. J. Emery, with Councillor G. P. Keatley as third signatory.

RESOLVED:

Proposed by Councillor S. Hollis, seconded by Councillor A. W. Emery, all in favour that the Financial Reports for August 2021 be agreed and accepted.

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

14. 10/11/77 – SECTION 137 GRANT APPLICATIONS/DONATIONS BUDGET

- 14.1 The Clerk reported that three organisations had applied for a Section 137 Grant:-
- West Midlands Hedgehog Rescue
 - Shropshire, Staffordshire and Cheshire Blood Bikes
 - Rotary Club of Bloxwich (Cheslyn Hay Library Volunteer Service)

RESOLVED:

Proposed by Councillor T. M. Boyle, seconded by Councillor J. C. Davison, all in favour (abstentions by Councillors S. Hollis and P. Wilkinson) that the Clerk arrange for Section 137 Grants for all three applicants and donations for Cheslyn Hay Poppy Appeal, The Salvation Army, Citizens Advice Staffordshire South West, British Heart Foundation and Diabetes UK.

15. 10/11/78 – CLERKS REPORT

- 15.1 Update on the Finance and Policies Committee – The draft minutes of the Finance and Policies Committee held on the 29th September 2021 had been sent out prior to this meeting including the Annual Review of all policies and procedures, legal agreements, inventory and asset registers, charity account, licenses, contracts and risk assessments and were checked by both the Chairman and Vice Chairman and verified by the Finance and Policies Committee Members.
- 15.2 Update on the Tractor Committee – Councillor P. Wilkinson discussed the recommendations from the Tractor Committee held on the 6th October 2021, a visit had also been made to the trade exhibition at the NEC to view demonstration models. Discussions were held regarding the funding required and part-exchange values of the current machines.

- 15.3 Update on the Champions Wood Quarry Liaison Meeting – Councillor P. Hollis updated Members on the Champions Wood Quarry meeting held on the 5th October 2021. Several members of the Parish attended to discuss land instability near to ‘The Nook’, problems with trees along the boundary of the quarry, dust issues and mud and debris left outside the entrance to the site and on the roads. A planning application for the construction of a stability buttress was submitted to Staffordshire County Council in December 2020, a further meeting will be scheduled for March 2022.
- 15.4 Local Plan Consultation – The Clerk reported that a meeting had taken place with District Councillors to discuss the Local Plan Consultation and a draft response will be distributed for discussion at the next meeting.
- 15.5 Boundary Review – The Clerk reported that she is still awaiting clarification from South Staffordshire Council as to the exact boundary but it appears that the houses around Moons Lane (Pool Meadow and Highfields Park) are now sited in the Cheslyn Hay Village Ward.
- 15.6 Remembrance Sunday arrangements – The Clerk reported that the parade will leave BS Eaton’s at approximately 10.30 am. The road closure approval has been received from South Staffordshire Council and all volunteers need to sign the risk assessment before carrying out road traffic duties.
- 15.7 Parish Member Security – The Clerk reported that South Staffordshire Council are removing Members home addresses from websites due to security issues and are suggesting that Parish Councils also review this.
- 15.8 High Street Grant Fund – The Clerk reported that the Parish Council have been awarded £5k to spend on hanging basket stanchions as part of the High Street Grant Fund.
- 15.9 County Council Footpaths – The Clerk reported that she has received the following footpath issues for priority referral to the County Council:-
- Station Street
 - Mount Pleasant
 - Tenscore Avenue
 - Berwyn Grove
 - Virgin repairs on Rosewood Park
- 15.10 Chapel Square Update – The Clerk reported that South Staffordshire Council are now producing a report for the Leadership Team regarding the leasing of Chapel Square.
- 15.11 Village Hall – The Clerk reported that she is now advertising in the Grapevine to generate hirers to replace the Village Playgroup and Mother and Toddler group.

RESOLVED:

Proposed by Councillor A. W. Emery, seconded by Councillor P. Wilkinson, all in favour, that the minutes of the Finance and Policies Meeting held on the 29th September 2021 be approved and that Cheslyn Hay Parish Council increase Cheslyn Hay Community Allotments fees by 2% for the next financial year.

Proposed by Councillor T. M. Boyle, seconded by Councillor A. Woolley, all in favour, that the Full Council accept the recommendations from the Tractor Committee and agree the funds required in principle to replace the tractors, subject to discussions regarding the models and specifications.

That the Clerk contact the Boundary Commission direct to clarify the position of the boundary in Cheslyn Hay.

That the Clerk remove Members home addresses in any Parish Council literature from notice boards and websites.

That the Clerk add Hawthorn Road, Bridge Avenue and Coppice Close to the list of footpaths for priority referral to Staffordshire County Council.

16. 10/11/79 – CORRESPONDENCE

16.1 Deferred until the next meeting.

17. 10/11/80 TABLED ITEMS

17.1 No tabled items, sent via email.

RESOLVED:

That the Clerk email any appropriate documents to members after this meeting.

18 10/11/81 – CHAIRMAN’S ANNOUNCEMENTS

18.1 No Chairman’s announcements.

19. 10/11/82 – SECTION 17 STATEMENT

19.1 Agenda items 5.

20. 10/11/83 – CONFIDENTIAL ITEMS

20.1 Three items for discussion

Standing Orders were suspended at 9.30 pm and the meeting closed at 9.45 pm.