



CHESLYN HAY PARISH COUNCIL

**Minutes of the
PARISH COUNCIL MEETING
held on Wednesday 13th March 2024
at the Village Hall, Pinfold Lane, Cheslyn Hay at 7.00 pm**

1. 13/03/147 PUBLIC PARTICIPATION

- 1.1 One member of the public attended to discuss donating a Cedar tree for Chapel Square and three members of Cheslyn Hay running club attended to discuss permissions to run 'Chez Fest' on Saturday 14th July 2024 between 11.00 am and 5.00 pm at Cheslyn Hay recreation ground. A discussion was also held regarding footpaths suitable for a running track.

RESOLVED:-

That Members agree to the donation of a cedar tree from the former 'Cedar Tree Christian Drop-in Centre' subject to clarification regarding suitability and size from the Arboricultural Officer at South Staffordshire Council.

That Members agree to the 'Chez Fest' in principle subject to further details and legalities being met.

2. 13/03/148 CO-OPTION FOR THE SOUTH WARD

- 2.1 Victoria Dixon attended the meeting to discuss her application for co-option as a Parish Councillor for the South Ward and Members were given the opportunity to ask questions.

3. 13/03/149 MEMBERS PRESENT

- 3.1 Councillors : Councillor S. P. Hollis (Chair)
Councillors P. L. Appleton, K. Bickley, J. D. Lockley, J. H. Rochelle,
County Councillor K. Perry MBE
District Councillors R. and S. Duncan
Melanie Brown – Parish Clerk

- 3.2 The Chairman welcomed Councillor Keith Bickley to his first meeting of the Parish Council.

4. 13/03/150 TO ACCEPT APOLOGIES FOR ABSENCE

- 4.1 Apologies for absence received from A. W. Emery, I. E. Emery, L. J. Emery, C. Wilkinson, P. Wilkinson, A. Woolley and B. Woolley, County and District Councillor B. Williams.

5. 13/03/151 THE LATE MAVIS PRITCHARD

- 5.1 The Chairman led a minute's silence for the late Mavis Pritchard who sadly passed away on the 22nd February 2024. Mavis was the full-time caretaker at the Village Hall for 16 years and a relief caretaker for 19 years. She was involved in the local community by running the local Tai Chi class and coffee mornings at the Village Hall and was a committee member for the Townswomen's Guild until it disbanded, she will be sadly missed by all.

6. 13/03/152 TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS

- 6.1 No declarations of interest recorded.

7. 13/03/153 TO APPROVE AND SIGN THE MINUTES OF THE LAST PARISH COUNCIL MEETING – 7TH FEBRUARY 2024

- 7.1 That the minutes of the Parish Council meeting held on Wednesday 10th January 2024 be amended at 9.1 as follows:-

'That the Clerk as for clarification that the front bay windows will not impinge on the Highway path and the canopy side porch to the side door will not overhang the Highway Path on New Horse Road, which is already narrow'

- 7.2 That the minutes be amended at 11.4 as follows:-

'Councillor L. J. Emery requested that any seasonal decorations or hanging baskets be shared along the length of the village from the new estate in Saredon Road to the end of the village boundary in Station Street'

RESOLVED:-

Proposed by Councillor P. L. Appleton, seconded by Councillor J. H. Rochelle, all in favour, that, with the above amendments, the minutes of the Parish Council Meeting held on Wednesday 7th February 2024 be recorded as a true and accurate record.

8. 13/03/154 COUNTY COUNCILLORS REPORT

- 8.1 County Councillor K. Perry MBE reported on the following issues:-

- A meeting is being held this week to discuss the repairs required outside Campions Wood Quarry and the ongoing road closure/traffic light issues on site. Councillor R. Duncan reported that he had received 150 complaints to date regarding the issue.
- The road markings at the top of Queen Street (adjacent to the Colliers Public House) have now been replaced through the County Council DHP fund;
- County Councillor K. Perry will have another look at the double yellow line request for Westbourne Avenue/Station Street, however she suggests writing to the owners of the flats requesting them to move the cars due to the risk of accidents;
- County Councillor K. Perry will investigate the flooding on Saredon Road, Councillor P. L. Appleton requested signs for pedestrians on Wolverhampton Road to warn them of the flooding;
- A letter from Gavin Williamson MP has been received regarding the closure of the Bridge at the bottom of Bridge Avenue by Severn Trent, this has been extended for several months;

- The mini-island on Station Road is going to be repaired and Littlewood Lane/Littlewood Road Junction will also be completed;
- Please let Councillor Perry have a list of repairs for the village and she will look to add them to the programme for next year.

9. 13/03/155 DISTRICT COUNCILLORS REPORT

9.1 District Councillors R. and S. Duncan reported on the following issues:-

- Reporting potholes regularly around the village with a photograph and an explanation;
- Met with Severn Trent regarding the open sewer on Sutherland Road open space and is liaising with the CEO, awaiting a response next week;
- Reported vermin issue at Liberty Court and is liaising with the CEO of Housing Plus and Environmental Health;
- Investigating odours at Fishers Farm, Landywood Lane;
- Investigating complaints regarding Landywood Lane Rail Station received via social media, seven other stations are in poor repair;
- Following complaints from local residents have secured the use of the mobile speeding vehicle to be used on Landywood Lane, Upper Landywood Lane, Saredon Road and Wolverhampton Road, Station Street did not meet the criteria;
- Assisting a resident in Coltsfoot View regarding traffic fumes and tailbacks adjacent to their property.

10. 13/03/156 PLANNING

- 10.1 24/00118/FULHH – Rear, side and front extensions at 11 Hayes View Drive, Cheslyn Hay, WS6 7EX.
- 10.2 24/00128/FULHH – Two-storey side extension at 17 Queen Street, Cheslyn Hay, WS6 7HJ.
- 10.3 24/00053/OUT – Proposed erection of 1 four-bed dwelling at land adjacent to 1 and 25 Park Close, Cheslyn Hay.
- 10.4 24/00114/FULL-MAJ – To restore quarry involving the importation of inert materials at Campions Wood Quarry, Wolverhampton Road, WV10 7LY.

RESOLVED:-

That the Clerk inform South Staffordshire Council that there are no objections to planning applications 24/00118/FULHH or 24/00128/FULHH.

That the Clerk inform South Staffordshire Council that the Parish Council have a policy which objects to all infill applications (reference 24/00053/OUT).

That the Clerk inform Staffordshire County Council that there are no objections to planning application 24/00114/FULL-MAJ, however comments to be submitted regarding the mud which is left on the Highway outside the quarry.

11. 13/03/157 FINANCE

- 11.1 Financial Reports – The financial reports for January 2024 were discussed by the Clerk and the bank statements verified and signed by Councillors J. H. Rochelle and P. L. Appleton. The monthly budget report was discussed, balances were checked and variances on the General Purposes, Amenities and Village Hall budgets were discussed in detail.

- 11.2 Payments – Payments proposed by Councillor P. L. Appleton, seconded by Councillor J. D. Lockley with Councillor S. P. Hollis as third signatory.

RESOLVED:

Proposed by Councillor P. L. Appleton, seconded by Councillor J. H. Rochelle, all in favour, that the Financial Reports for January 2024 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. 13/03/158 CLERKS REPORT

- 12.1 All items deferred until next meeting with the exception of Draft Minutes of the Finance and Policies Meeting 28th February 2024 – the Clerk had disseminated the draft minutes prior to this meeting for perusal. The Clerk confirmed that the Chair and Vice Chair had checked that there were registers, policies, accounts, lease agreements, legal agreements, licences, risk assessments, direct debit payments and cheque payments on site at the Parish Council on the 27th February 2024. Members at the Finance and Policies Committee also had the opportunity to view the records.

RESOLVED:

Proposed by Councillor P. L. Appleton, seconded by Councillor J. H. Rochelle, all in favour, that Standing Orders be amended to include the quorum figure of a third of Members for Full Council meetings and 50% of Members at a Committee Meeting.

Proposed by Councillor J. D. Lockley, seconded by Councillor K. Bickley, all in favour, that the Standing Orders be amended to read:-

‘The first business conducted at the annual meeting of the Council shall be the election of the Chairman and Vice-Chairman of the Council. The Chairman and Vice Chairman are allowed to stand for consecutive terms of office.’

That there are no changes to the Financial Regulations (noted Practitioners Guide for Safeguarding Public money).

That the Internal Controls Policy for year ending 31 March 2024 is accepted by Full Council.

Proposed by Councillor J. H. Rochelle, seconded by Councillor J. D. Lockley, all in favour, that the Parish Council purchase a defibrillator for the Pavilion site.

13. 13/03/159 – CORRESPONDENCE

- 13.1 All items of correspondence deferred until the next meeting.

14. 13/03/160 – TABLED ITEMS

- 14.1 Details of the late Mavis Pritchard’s funeral arrangements.

15. 13/03/161 – CHAIRMAN’S ANNOUNCEMENTS

15.1 No Chairman’s announcements.

16. 13/03/162 – SECTION 17 STATEMENT

16.1 No items.

17. 13/03/163 CONFIDENTIAL

17.1 A discussion took place regarding the co-option application for the South Ward.

RESOLVED:-

Proposed by Councillor J. D. Lockley, seconded by Councillor J. H., Rochelle, all in favour that Victoria Dixon be co-opted into the South Ward for Cheslyn Hay Parish Council.

The meeting closed at 9.40 pm