



CHESLYN HAY PARISH COUNCIL

**Minutes of the
ANNUAL PARISH COUNCIL MEETING
held on Wednesday 15th May 2024
at the Village Hall, Pinfold Lane, Cheslyn Hay at 7.00 pm**

1. 15/05/05 ELECTION OF CHAIRMAN (including completion of Declaration of Acceptance of Office)

- 1.1 Proposed by Councillor I. E. Emery, seconded by Councillor B. Woolley, all in favour, that Councillor S. P. Hollis be elected Chairman for municipal year 2024-25.

RESOLVED:-

That Councillor S. P. Hollis be elected as Chairman of Cheslyn Hay Parish Council for municipal year 2024/25, the declaration of office was duly signed by Councillor S. P. Hollis and the Clerk.

2. 15/05/06 MEMBERS PRESENT

- 2.1 Councillors : Councillor S. P. Hollis (Chair)
Councillors P. L. Appleton, K. Bickley, V. Dixon, A. W. Emery,
I. E. Emery, L. J. Emery, J. D. Lockley, A. Woolley and B. Woolley
District Councillors R. Duncan and S. Duncan
District/County Councillor B. Williams
Melanie Brown – Parish Clerk

3. 15/05/07 TO ACCEPT APOLOGIES FOR ABSENCE

- 3.1 Apologies for absence received from Councillors J. H. Rochelle, C. Wilkinson, P. Wilknsn and County Councillor K. Perry MBE.

4. 15/05/08 – ELECTION OF VICE CHAIRMAN

- 4.1 Proposed by Councillor A. W. Emery, seconded by Councillor A. Woolley that Councillor L. J. Emery be elected as Vice Chairman.
4.2 Proposed by Councillor J. D. Lockley, seconded by Councillor K. Bickley that Councillor J. D. Lockley be elected as Vice Chairman.
4.3 A vote ensued, 5 Members voted for Councillor L. J. Emery and 3 Members voted for Councillor J. D. Lockley.

RESOLVED:-

That Councillor L. J. Emery be elected as Vice-Chairman of Cheslyn Hay Parish Council for municipal year 2024/25.

5. 15/05/09 REVIEW AND APPOINTMENT OF COMMITTEES

The Clerk explained that the Committees need to be reduced this year to a maximum of six Members due to the two co-option vacancies available. The constitution of Committee Memberships and representations on Liaison Groups were discussed and agreed as follows:-

- 5.1 Finance and Policies Committee – Councillors S. P. Hollis (Chair), L. J. Emery, P. L. Appleton, A. W. Emery, I. E. Emery and A. Woolley.
- 5.2 Human Resources Committee – Councillors L. J. Emery (Chair), P. L. Appleton, V. Dixon, A. W. Emery, J. D. Lockley and B. Woolley. The remainder of Members will sit on the Appeals Committee (if necessary) chaired by Councillor S. P. Hollis.
- 5.3 Recreation Ground Committee – Councillors S. P. Hollis (Chair), L. J. Emery, K. Bickley, A. W. Emery, A. Woolley and B. Woolley.
- 5.4 Football Liaison Committee – Councillors S. P. Hollis (Chair), P. L. Appleton, K. Bickley, J. D. Lockley, A. Woolley and B. Woolley.
- 5.5 Communications and Emergency Planning – Councillors S. P. Hollis (Chair), L. J. Emery, A. W. Emery, I. E. Emery, A. Woolley.
- 5.6 Cheslyn Hay Community Allotments Liaison Committee – Councillors S. P. Hollis (Chair), L. J. Emery, J. D. Lockley and B. Woolley.
- 5.7 Library Liaison Committee – Councillor S. P. Hollis (Chair) and L. J. Emery.
- 5.8 Campions Wood Quarry Liaison Committee – Councillors S. P. Hollis (Chair), L. J. Emery, P. L. Appleton and I. E. Emery.
- 5.9 Tractor and Equipment Committee – Councillor S. P. Hollis (Chair), L. J. Emery, A. W. Emery, J. D. Lockley and B. Woolley.

6. 15/05/10 TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS

- 6.1 No declarations of interest recorded.

7. 15/05/11 TO APPROVE AND SIGN THE MINUTES OF THE LAST PARISH COUNCIL MEETING – 17TH APRIL 2024

- 7.1 That the minutes of the Parish Council meeting held on Wednesday 17th April 2024 are a true and accurate record.

RESOLVED:-

Proposed by Councillor B. Woolley, seconded by Councillor P. L. Appleton, all in favour, that the minutes of the Parish Council Meeting held on Wednesday 17th April 2024 be recorded as a true and accurate record.

8. 15/05/12 COUNTY COUNCILLORS REPORT

- 8.1 County Councillor B. Williams reported on the following issues:-
 - Discussions at a recent Highways meeting reported priority will be given to pavements and level 3 potholes;
 - Highways England are involved in the works on the A460 Featherstone;
 - The new estate on Saredon Road is not yet finished and needs to be adopted before the County Council can deal with the flooding issue outside the school area.
- 8.2 The Chairman asked for clarification regarding the change of Cabinet Member for Highways.

8.2 County Councillor K. Perry was not in attendance but requested that the Clerk report on the following issues:-

- There is a 106 agreement for Leisure Centre staff and users to occupy the car park on Saredon Road;
- Councillor Perry met with the County Council Officer, the Chairman, the Clerk and the residents of Wolverhampton Road on the 9th May to discuss the issues and concerns raised at the last Parish Council meeting at Public Participation;
- Councillor Perry has requested a County Council Officer to look at the disabled access request for Coppice Lane;
- The organisers of 'Chezfest' will be coming to the next meeting to update Members on their discussions with South Staffordshire Council;
- Councillor Perry will be setting up a meeting to discuss the concerns raised regarding the traffic issues on Station Street;
- Discussions will be held regarding the introduction of a Neighbourhood Plan between the Parishes of Great Wyrley and Cheslyn Hay.

8.3 Parish Council Members discussed the issue with the volume of traffic entering and exiting Cheslyn Hay, the pollution levels that the additional traffic is causing and the 7.5 ton weight limit restrictions that are not currently enforced. Councillor Woolley raised his concerns about the brick sewerage underneath the road surface in Station Street which could be potentially weak and collapse.

RESOLVED:-

That County Councillors look at a long-term plan for Cheslyn Hay as the roads are not fit for purpose for the volume of traffic currently using the highways.

That County Councillors request an increase in the 7.5 ton weight limit signage in Cheslyn Hay and investigate enforcement of the restrictions.

That County Councillors provide data sheets for pollution levels caused by additional traffic in Cheslyn Hay.

9. 15/05/13 DISTRICT COUNCILLORS REPORT

9.1 District Councils R & S Duncan reported on the following issues:-

- Requested South Staffordshire Council to tidy up the Chapel Square area and remove the ivy and debris;
- Requested Street Scene to look at the neglected green spaces in Cheslyn Hay;
- Working on a housing related issue with Staffordshire County Council (referral from Councillor A. Woolley);
- Request to turn grassed area owned by the Housing Association into a car park on Mitre Road (referral from Councillor A. Woolley);
- Dealing with drug issues at the turning circle, Rosemary Road, will write to the Chief Constable if no improvement;
- Requesting pavements are dealt with by the County Council across Cheslyn Hay but particularly on Sutherland Road which are in a terrible state;
- Liaising with Planning Officers regarding the site allocation on Wolverhampton Road which is not suitable as it is adjacent to the quarry and a school;
- Robert Duncan is now a Governor at Glenthorne Primary School.

- 9.2 Parish Council Members discussed the poor state of the turning circle on Rosemary Road, the ownership of the open sewers on Sutherland open space and air quality in Cheslyn Hay. Councillor V. Dixon requested more rubbish and dog bins near the Mary Rose and Dundalk Lane nature reserve.

RESOLVED:-

That Members inform Councillor Duncan of any green spaces that need attention in Cheslyn Hay.

That District Councillors investigate the addition of more rubbish and dog bins near the Mary Rose public house and Dundalk Lane nature reserve.

10. 15/05/14 PLANNING

- 10.1 24/00249/FUL – Erection of 2 x 2 bed semi-detached houses at the rear of 38-40 High Street, Cheslyn Hay, WS6 7AD.
- 10.2 APP/C3430/C/22/3303424 – Appeal – land lying to southwest of Saredon Road, Hospital Lane, Cheslyn Hay – 19th June 2024 at 10.00 am.

RESOLVED:-

That the Clerk inform South Staffordshire Council that Cheslyn Hay Parish Council objects to application 24/00249/FUL as we have a policy of objecting to 'infill' applications. Members also have concerns regarding the access point leading off High Street as any cars exiting the development via this route would be a danger to pedestrians and car users alike as this is such a narrow 'pinch point' on Cheslyn Hay High Street. The Parish Council would like clarification as to how the access point off High Street would be used or if it will be closed.

That Members inform the Clerk should they wish to attend the appeal hearing on Wednesday 19th June 2024 at 10.00 am.

11. 15/05/15 FINANCE

- 11.1 Financial Reports – The financial reports for March 2024 were discussed by the Clerk and the bank statements verified and signed by Councillors L. J. Emery and I. E. 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.
- 11.2 Payments – Payments proposed by Councillor L. J. Emery, seconded by Councillor A. Woolley with Councillor I. E. Emery as third signatory.

RESOLVED:

Proposed by Councillor A. Woolley, seconded by Councillor I. E. Emery, all in favour, that the Financial Reports for March 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. 15/05/16 LOCAL PLAN REVIEW

- 12.1 The Clerk had disseminated information relating to the Local Plan prior to the meeting for Members perusal, closing date for comments is midday on 31st May 2024. A discussion was held regarding the addition of site reference 730 at Fishers Farm, Great Wyrley which has now been allocated to Cheslyn Hay.

RESOLVED:

That Cheslyn Hay Parish Council objects to site reference 119a land adjoining Saredon Road, site reference 523 land east of Wolverhampton Road, site reference 136 land at Landywood Lane and site reference 730 Fishers Farm as it is contrary to policies EC8, HC14, HC15, HC17 and HC19.

Cheslyn Hay Parish Council objects to building on green belt land, sustainability, issues with drainage and sewerage systems, erosion of parish boundaries, affordable housing, environmental impact, highway safety and residential amenity.

13. 15/05/17 CLERKS REPORT

- 13.1 Register of Disclosable Pecuniary Interests – The Clerk distributed new forms to all attendees, any Members who have changes should complete and return to the Clerk as soon as possible.
- 13.2 Annual Review of Policies and Procedures, legal agreements, inventory and asset register and staff pay and conditions – The Clerk reported that all the policies and procedures, legal agreements, inventory and asset register were reviewed in February 2024 and staff pay and conditions in January 2024.
- 13.3 Under 8's play area anti-social behaviour and CCTV update – Councillor Bickley had requested this agenda item and updated Members on the incidents that had taken place at the under 8's play area. Neighbours adjacent to the play area had also reported incidents of anti-social behaviour. Equipment and play surfacing has been damaged and the Clerk has asked the PCSO's to go into the schools to inform parents of the damage.
- 13.4 80th Anniversary of the D-Day Landings 6th June 2024 – The Clerk reported that a service will take place at 10.00 am on Sunday 9th June 2024 to lay wreaths and a tug-of-war will take place at the White Horse Pub on Saturday 1st June 2024 to raise funds.
- 13.5 Campions Wood Quarry – The Clerk reported that Councillor Perry had arranged a meeting on Thursday 9th May 2024 with an officer from Highways and the residents concerned about the road closures and traffic issues adjacent to Campions Wood Quarry. It was agreed that a short-term repair would be carried out to the crushed pipe so the temporary signals can be removed and re-open Wolverhampton Road. The Quarry is responsible for carrying out reinforcement to the area to stop this happening in future. Residents also discussed their concerns regarding the lack of footpath, water coming onto the road, safety issues with pushing prams with children, lorries not covered properly and speeding.
- 13.6 Code of Conduct Training – The Clerk reported that Code of Conduct training has been arranged, face-to-face, at Shareshill Village Hall on Monday 24th June 2024, 5.30 – 6.30 pm.
- 13.7 Parish Summit – The Clerk reported that Councillors Hollis and Lockley attended the Parish Summit on Monday 13th May 2024 together with the Clerk. The sessions were based around planning and Councillor Hollis discussed the issues raised with Members present.

RESOLVED:

That Members return their register of disclosable pecuniary interests form to the Clerk if any changes have been made to the previous year.

That the Chairman and the Clerk meet with Chief Inspector Norbury to discuss the anti-social behaviour issues at Cheslyn Hay under 8's play area.

That Members inform the Clerk should they wish to attend the Code of Conduct training at Shareshill Village Hall on Monday 24th June 2024.

That the Clerk add the defibrillator points to Village notice boards.

14. 15/05/18 – CORRESPONDENCE

- 14.1 Response from Staffordshire Police regarding the new format of the Police report, there will be no deviations this is a standard report, no further detail can be included – **noted**.
- 14.2 The family wishing to place the memorial bench have given two areas where they would like the bench sited, a decision will be made as to the best spot available – **noted**.
- 14.3 Complaint from resident regarding noise nuisance at the Mary Rose Public House, referred to Councillor Duncan – **noted**.
- 14.4 Further complaint from resident regarding BT poles and CCTV – **noted**.
- 14.5 SPCA – planning training for non-planners, 23rd May at 6.30 pm on zoom.
- 14.6 Consultation on corporate plan for Housing Plus Group 2024-26 – **noted**.
- 14.7 Request to deal with knotweed issue on Cross Street – referred to Housing Plus – **noted**.
- 14.8 Complaint regarding dangerous parking in Rosemary Road due to football matches.
- 14.9 Complaint to Sir. Gavin Williamson MP – unhappy that a plot is unavailable to reserve at Cheslyn Hay cemetery.
- 14.10 New health and wellbeing funding launched to deal with ill health and reducing loneliness, please pass on to any suitable groups – **noted**.
- 14.11 Thank you letter from Shropshire and Staffordshire Blood Bikes for donation – **noted**.
- 14.12 Thank you letter from British Heart Foundation for donation – **noted**.

RESOLVED:

That Members inform the Clerk should they wish to attend the planning training on the 23rd May at 6.30 pm.

That the Clerk request County Councillors to investigate if double yellow lines and an enforcement officer can be sited at Rosemary Road and the PCSO's be notified to deal with inconsiderate parking.

That the Clerk respond to Sir. Gavin Williamson MP regarding the policy of not reserving plots at Cheslyn Hay cemetery (which has been in place for the last 20 years).

15. 15/05/19 – TABLED ITEMS

- 15.1 Photographs in the Express & Star of Hazel Whittaker from Pinfold House who was 104 years old and the Chairman presenting flowers at her afternoon tea party.
- 15.2 Thank you card from Councillor P. Wilkinson.
- 15.3 Thank you card from the family of the late Mavis Pritchard.

16. 15/05/20 – CHAIRMAN’S ANNOUNCEMENTS

- 16.1 Councillor Hollis thanked Members for electing him as Chairman and thanked Councillor P. Wilkinson for being his Vice-Chair in 2023/24 and wished him a speedy recovery.

17. 15/05/21 – SECTION 17 STATEMENT

- 17.1 Items 8.2, 9.1, 13.3, 14.1 and 14.8.

18. 15/05/22 CONFIDENTIAL

- 18.1 The Chairman and the Clerk signed the new Scout Hut Agreement.

Standing Orders were suspended and the meeting closed at 9.50 pm