



CHESLYN HAY PARISH COUNCIL

**Minutes of the
PARISH COUNCIL MEETING
held on Wednesday 11th September 2024
at the Village Hall, Pinfold Lane, Cheslyn Hay at 7.00 pm**

1. 11/09/53 MINUTE'S SILENCE

- 1.1 A minute's silence was held in memory of former Councillor John King who sadly passed away in July 2024.

2. 11/09/54 PUBLIC PARTICIPATION

- 2.1 A Member of the public attended the meeting to discuss safety issues on Station Street in relation to parked cars and vans preventing two-way traffic flow causing buses, cars and vans to mount the pavement outside his property. The resident is liaising with Councillor K. Perry in terms of providing video footage. A discussion was held regarding the issues onsite.

RESOLVED:-

That Councillor K. Perry invite Mark Keeling from Staffordshire County Council to attend a Parish Council meeting to discuss a feasibility study and to discuss options to remedy the health and safety issues on Station Street.

3. 11/09/55 CO-OPTION VACANCIES FOR PINFOLD/LITTLEWOOD WARDS

- 3.1 Two applicants had applied for the co-option vacancies in the Pinfold and Littlewood Wards, both applicants attended the meeting to discuss their applications and Members asked questions accordingly.

4. 11/09/56 MEMBERS PRESENT

- 4.1 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, C. Wilkinson, P. Wilkinson,
A. Woolley and B. Woolley
County Councillor K. Perry MBE
District Councillor R. Duncan
Melanie Brown – Parish Clerk

5. 11/09/57 TO ACCEPT APOLOGIES FOR ABSENCE

- 5.1 Apologies for absence received from District Councillor S. Duncan and District/County Councillor B. Williams.

6. 11/09/58 TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS

6.1 Declaration of interest from Councillor B. Woolley in relation to agenda item 10 (b).

7. 11/09/59 TO APPROVE AND SIGN THE MINUTES OF THE LAST PARISH COUNCIL MEETING – 17TH JULY 2024

7.1 That the Clerk amend the resolution at 7.1 as follows:-

‘Proposed by Councillor I. E. Emery, seconded by Councillor K. Bickley, all in favour, that Councillor Duncan investigate changing the boundaries to incorporate Pool Meadow and Highfields into Cheslyn Hay Parish’.

RESOLVED:-

Proposed by Councillor I. E. Emery, seconded by Councillor J. D. Lockley, all in favour, that, with the above amendment, the minutes of the Parish Council Meeting held on Wednesday 11th September 2024 be recorded as a true and accurate record.

8. 11/09/60 COUNTY COUNCILLORS REPORT

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

- Double yellow lines for Pinfold Lane have now been added to the works programme;
- Gully and drain cleaning in Low Street has been added to the works programme, she has requested that Highways inform the Clerk when the road closure will take place to carry out the works;
- Second phase of funding has opened up this week in relation to health issues, the Clerk to check if suitable for outside gym equipment;
- Funding has been allocated to Hawkins Bowling Club.

8.2 Councillor Hollis requested a parking permit scheme for residents of Coppice Lane as cars from Station Street are parking outside the houses causing disruption.

8.3 Councillor J. D. Lockley reported that Wolverhampton Road was now open, job well done, but the footpaths are disgraceful and need attention.

8.4 Councillor B. Woolley requested a copy of the footpath programme for Cheslyn Hay as there are serious issues with some of the footways that urgently require works.

RESOLVED:-

That Councillor K. Perry investigate requests from 8.2 – 8.4.

9. 11/09/61 DISTRICT COUNCILLORS REPORT

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

- CEO of Severn Trent has informed Councillor Duncan that works will commence on the open sewer at Sutherland Road open space within two weeks, the sludge will be removed together with some of the self-planting trees;
- Enquiries are being made about the rental garages owned by Homes Plus as the are they are in disrepair, a decision needs to be made as to what to do with the land;

- Hedges have been cut back on Mitre Road after complaints to Councillor Duncan;
- Requesting Chapel Square belonging to South Staffordshire Council be cut back as soon as possible due to issues with rodents;
- Councillor S. Duncan has called in the planning application relating to Fishers Farm requesting earlier operating hours;
- Flooding issues at Landywood Lane railway station, this has been reported;
- Local policing team are dealing with speeding issues, Councillor Duncan has requested that this is done later in the evenings, not afternoons.

- 9.2 Councillor A. Woolley requested the grassed area at the bottom of Mitre Road belonging to Homes Plus is turned into a parking area as there are too many cars to park safely outside the residences.
- 9.3 Councillor L. J. Emery reported that the pelican crossing on Saredon Road is still not working and floods on one side, this is unsafe now the nights are darker. The house builder on Saredon Road is responsible for the completion.
- 9.4 Councillor A. W. Emery requested a copy of the dress code policy for staff and students at Cheslyn Hay Academy.
- 9.5 Councillor A. W. Emery reported that the pavements around Cheslyn Hay are not fit for purpose for mobility scooter drivers.
- 9.6 Councillor S. Hollis requested that Councillor Duncan investigate why the estate car park on Saredon Road had been allocated to South Staffordshire Council Leisure Centre.
- 9.7 Councillor P. L. Appleton enquired if hedges could be cut back on Landywood Lane and outside a property in Mount Pleasant.

RESOLVED:-

Members requested if Councillor Duncan could investigate the issues between 8.2 and 8.7 above.

10. 11/09/62 PLANNING

- 10.1 24/00670/FULHH – Two-storey side extension and single-storey front extension to existing garage to create hobby room at 22 Eagle Close, WS6 7LA.
- 10.2 24/00672/FULHH- Single-storey rear extension connecting to existing garage at 23 Salters Meadow, WS6 7FE.
- 10.3 24/00736/LUE – Certificate of Existing Lawful Use or development for the stationing of mobile home and auxiliary building for residential use at Wolverhampton Road, WV10 7LT.

RESOLVED:-

That the Clerk inform South Staffordshire Council that there are no objections or comments for applications 24/00670/FULHH at 22 Eagle Close or 24/00672/FULHH at 23 Salters Meadow, Cheslyn Hay.

That the Clerk inform South Staffordshire Council that the Parish Council would like to object to application 24/00736/LUE at Wolverhampton Road due to flooding issues. However Members would like confirmation that this is in the Parish of Cheslyn Hay due to the location map showing the site near the M6 toll road.

11. 11/09/63 FINANCE

- 11.1 Reports 1 and 2 – Financial Reports – The financial reports for June and July 2023 were discussed by the Clerk and the bank statements verified and signed by Councillors L. J. Emery and A. Woolley. 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 Report 3 – External Audit – The Clerk discussed the findings from Mazars, the External Auditor for the Parish Council, no matters have come to their attention giving cause for concern. The report has been posted on the Parish Council website and will be distributed to Members for information. All Parish Councils are to use a .gov.uk website and all email addresses (including Members) to have an official .gov.uk email account by 31 March 2025 purely for Parish Council use.
- 11.3 Report 4 Payments – Payments proposed by I. E. Emery, seconded by Councillor A. Woolley, with Councillor L. J. Emery as third signatory.

RESOLVED:

Proposed by Councillor A. W. Emery, seconded by Councillor B. Woolley, all in favour, that the Financial Reports for June and July 2024 be agreed and accepted.

That the Clerk investigate cheque entry reference 3158.

Councillor Duncan to investigate if South Staffordshire Council would support the official .gov.uk email addresses for Parish Council Members.

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

12. 11/09/64 CLERKS REPORT

- 12.1 Police Report – The Clerk reported that the Police Report will now come direct from Chief Inspector Tim Norbury and PCSO's will attend Parish Council meetings from time to time. The Clerk discussed incidents from August 2024.
- 12.2 Funding Updates:-
- MUGA – The Clerk reported that the Certificate of Lawfulness has been processed by South Staffordshire Council for the multi-use games area off Station Street and the funding has been allocated, a meeting needs to be arranged to discuss the quotations.
 - Chapel Square Memorial Garden – The Clerk reported that South Staffordshire Council have completed their pre-planning advice and we now need to submit a full planning application for change of use. This needs to be completed as soon as possible as the funding expires in January 2025 so co-operation will need to be sought with South Staffordshire Council.
 - Village Centre Improvement Fund – The Clerk has applied for new footpaths for the recreation ground as part of the Village Centre Improvement Fund. A specification will now need to be drawn up to advertise on the tender website.
 - Low Carbon Fund – The Clerk is investigating funding for a free energy assessment for the Village Hall and Football Pavilion following increases in energy costs.

- 12.3 Community Speed Watch/Speed Indicator Devices – The Clerk reported that training was organised at the end of July for ten volunteers and a kit was purchased by the Parish Council for volunteers to use. Risk assessments have been carried out on the ‘hot spots’ identified. Sout Staffordshire Council have withdrawn their offer to fund the posts for the speed indicator devices to be rotated. They will still fund 50% of the cost of the speed indicator device itself but not any associated costs. Discussions were held regarding the purchasing of five posts or three posts for the rotation of the speed indicator device and the costs involved.
- 12.4 50 years of South Staffordshire – The Clerk reported that it is the 50th Anniversary of South Staffordshire Council and they would like parish council memories, milestones and photographs if possible.
- 12.5 Football Liaison Committee Update 24th July 2024 – The Clerk had already disseminated a copy of the minutes of the Football Liaison Committee with the agenda for this meeting. Two senior teams attended and one junior team, contracts were given out and a deadline of the 9th August 2024 was given for payment of pitch fees. To date only the junior team have paid their fee, one of the senior teams has found another pitch. The Clerk will set up a meeting shortly with the Football Association to discuss funding for the football pavillion.
- 12.6 Charity Account – The Clerk reported that the Miners Welfare Recreation Ground Charity has now been re-opened, the deeds would need to be transferred to a third party for it to remain closed.
- 12.7 Works to be carried out at Cheslyn Hay Village Hall – The Clerk reported that the five year electrical commercial tests have now been carried out at Cheslyn Hay Village Hall and the Football Pavilion sites. Quotes for the works now need to be obtained. Severn Trent have identified a broken pipe on the village hall rear car park and works need to be carried out as a matter of urgency. Quotations have also been received to remove the localised flooding at the front of the car park and to provide a turning point for the Age UK minibuses.

RESOLVED:

Proposed by Councillor I. E. Emery, seconded by Councillor V. Dixon that three posts are purchased for the rotation of the speed indicator device. A vote ensued, 6 members voted in favour and 5 against, motion was carried.

That Members inform the Clerk of any memories or photographs of Cheslyn Hay and any nominations for individuals or groups for an award to celebrate 50 years of South Staffordshire Council.

Proposed by Councillor C. Wilkinson, seconded by Councillor B. Woolley, all in favour, that the works to the broken pipe at the rear of the Village Hall and the removal of the localised flooding at the front of the car park are agreed.

13. 11/09/65 – CORRESPONDENCE

- 13.1 South Staffordshire Council – Invitation for the Chairman to attend Staffordshire Council’s 50th Anniversary Celebration at the Codsall Community Hub on Tuesday 1st October 2024 – **noted.**
- 13.2 South Staffordshire Council – Virtual Locality Forum being held on Thursday 28th November 2024 at 6.00 pm for three-tier Members – **noted.**
- 13.3 Staffordshire County Council – Response from Highways Department in relation to Station Street, unable to consider traffic lights as part of the solution, further investigations are required – **noted.**
- 13.4 Staffordshire County Council – open days for potential election candidates on Monday 4th November and Tuesday 26th November 2024 – **noted.**

14. 11/09/66 – TABLED ITEMS

14.1 No tabled items.

15. 11/09/67 – CHAIRMAN'S ANNOUNCEMENTS

15.1 No Chairman's announcements.

16. 11/09/68 – SECTION 17 STATEMENT

16.1 Items 2.1, 7.1, 11.1, 11.3 and 12.3.

17. 11/09/69 CONFIDENTIAL

17.1 Confidential item relating to the Allotments Association.

17.2 Voting took place regarding the co-option vacancies for the Pinfold and Littlewood Wards.

RESOLVED:

All in favour that the Parish Council appoint two candidates for the co-option vacancies in the Pinfold and Littlewood Wards.

Standing Orders were suspended and the Meeting closed at 9.45 pm