



CHESLYN HAY PARISH COUNCIL

**Minutes of the
PARISH COUNCIL MEETING
held on Wednesday 15th January 2025
at the Village Hall, Pinfold Lane, Cheslyn Hay at 7.00 pm**

1. 15/01/119 PUBLIC PARTICIPATION

1.1 No members of the public in attendance.

2. 15/01/120 MEMBERS PRESENT

2.1 Councillors : Councillor S. P. Hollis (Chair)
Councillors P. L. Appleton, T. Baker, A. W. Emery, I. E. Emery,
J. Hill, R. Jennings, J. D. Lockley, C. Wilkinson, P. Wilkinson and
A. Woolley.
District Councillor R. Duncan
Melanie Brown – Parish Clerk

3. 15/01/121 TO ACCEPT APOLOGIES FOR ABSENCE

3.1 Apologies for absence received from County Councillors B. Williams and K. Perry MBE,
District Councillor S. Duncan, Parish Councillors K. Bickley, V. Dixon and
L. J. Emery.

4. 15/01/122 TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS

4.1 No declarations of interest recorded.

**5. 15/01/123 TO APPROVE AND SIGN THE MINUTES OF THE LAST PARISH
COUNCIL MEETING – 11TH DECEMBER 2024**

5.1 That the minutes of the Parish Meeting held on Wednesday 11th December 2024 be
amended to include Councillors C. and P. Wilkinson at 3.1 (Members present).

RESOLVED:-

**Proposed by Councillor A. W. Emery, seconded by Councillor A. Woolley, all in favour, that
the minutes of the Parish Council Meeting held on Wednesday 11th December 2024 be
amended to include Councillors C. and P. Wilkinson in 3.1 (Members present).**

6. 15/01/124 COUNTY COUNCILLORS REPORT

6.1 No County Councillors in attendance.

7. 15/01/125 DISTRICT COUNCILLORS REPORT

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

- Information has been released today from South Staffordshire Council regarding a proposed Local Government re-organisation where two tier local authorities like Staffordshire have been asked to come forward with a streamlined structural proposal to deliver local services. Staffordshire County Council have confirmed that elections will take place as normal in May 2025.
- Works are continuing on Sutherland Road open space but works have been affected by the weather.

7.2 Councillor Appleton requested clarification as to where vapes can be disposed of in terms of litter picking.

7.3 A discussion took place regarding two cars that had been written-off over Christmas parked on Station Street. Councillor A. W. Emery requested Councillor Duncan to investigate if any further investigations have taken place with regard to the situation with parked cars blocking the two-way traffic flow in Station Street.

7.4 Councillor A. W. Emery requested clarification regarding the syllabus being taught at Cheslyn Hay High School and a discussion ensued.

RESOLVED:

That District Councillor R. Duncan investigate the issues raised at 7.2 – 7.4.

8. 15/01/126 PLANNING

8.1 24/01050/TTREE- TPO 184.2000 Beech (T1) – cut back lowest lateral branch to trunk and crown reduction to line marked on photo received 19.12.24 at land to rear of 47 Rosemary Road, Cheslyn Hay, WS6 7DY.

8.2 24/01071/VAR – Application reference 23/00672/COU, condition number 2 – demolish the existing modern lean-to extension to outbuilding A at Saredon Farm House, Saredon Road, WS6 7JD.

8.3 24/01107/FULHH – Rear extension, replacement of existing sunroom and new front porch at 2 Sutherland Road, Cheslyn Hay, WS6 7BS.

8.4 24/00679/FULHH – Demolition of existing rear extension and conservatory and construction of a new single storey rear extension at 26 Littlewood Lane, Cheslyn Hay, WS6 7EU.

RESOLVED:

That the Clerk inform South Staffordshire Council that as long as the work is carried out by professional tree surgeons and checked after completion the Parish Council have no objections to planning application 24/01050/TTREE.

That the Clerk inform South Staffordshire Council that the Parish Council have no objections to planning applications 24/01071/VAR and 24/00679/FULHH.

That the Clerk inform South Staffordshire Council that the Parish Council have no objections to planning application 24/01107/FULHH. The Parish Council have been informed that there may be a bat colony onsite which will need to be taken into consideration.

9. 15/01/127 FINANCE

- 9.1 Reports 1 Financial Report – The financial report for November 2024 was discussed by the Clerk and the bank statements verified and signed by Councillors C. Wilkinson 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.
- 9.2 Report 2 Payments – Payments proposed by Councillor A. Woolley, seconded by Councillor C. Wilkinson, with Councillor I. E. Emery as third signatory.

RESOLVED:

Proposed by Councillor C. Wilkinson, seconded by Councillor I. E. Emery, all in favour, that the Financial Reports for November 2024 be agreed and accepted.

That the payments listed on the green sheets are approved and the cheques duly signed.

10. 15/01/128 CLERKS REPORT

- 10.1 Chapel Square Memorial Gardens Funding Application – The Clerk reported that the planning application was not validated again before Christmas and Councillor Duncan assisted with the queries. It has now been validated but the funding panel date has been missed. Further funds are to be available in February 2025.
- 10.2 DHP Highways Project Pinfold Lane – The Clerk reported that objections have been received for the potential yellow lines at the top of Pinfold Lane (adjacent to the High Street) and a discussion took place as to whether the Parish Council would support the works.
- 10.3 National Grid Update – The Clerk reported that the pipe has been fixed but water is still following the drain and springing through the ground causing a health and safety hazard. National Grid are coming back to divert the water to the closest drain.
- 10.4 Green Solutions Energy Assessment – The Clerk reported that the assessment has now been received and the existing solar panels should be sufficient for approximately 20 years but new inverters may be required. The report has recommended 16 new solar panels on the south facing section of the roof to create an 8kwp photovoltaic system. New thermostatic radiator valves have been suggested for the Village Hall.
- 10.5 Co-option Vacancy – The Clerk reported that the co-option vacancy in the South Ward would be advertised for two weeks, closing date the 31st January 2025.

RESOLVED:

That the Clerk contact South Staffordshire Council to discuss funding opportunities for the Chapel Square Memorial Garden.

That the Clerk inform Staffordshire County Council that the Parish Council supports DHP Highways project on Pinfold Lane.

That the Clerk add the energy assessment recommendations for the Village Hall to potential expenditure for financial year 2025-26.

That the Clerk advertise the co-option vacancy for the South Ward.

11. 15/01/129 – CORRESPONDENCE

- 11.1 South Staffordshire Council – Consultation on the new proposed social housing allocations for South Staffordshire.
- 11.2 South Staffordshire Council – Council has submitted its Local Plan for 2023-2041 to the Secretary of State and a briefing note has been received – **noted**.
- 11.3 Totem pole Cheslyn Hay Recreation Ground – A member of the public has requested that the totem pole installed to commemorate the millennium by the Forest of Mercia is re-instated to its original condition but the County and District Councils are unwilling to carry this out. The resident has now written to Gavin Williamson CBE MP for a response.
- 11.4 Staffordshire County Council pension contributions – Staffordshire County Council will no longer input pension data, Parish Councils are now expected to carry this function out, training will be carried out by the Clerk on the 31st January 2025 – **noted**.
- 11.5 Resident from Coppice Close requested a tree to be removed in close proximity to their property, the Clerk will request the tree surgeon to investigate – **noted**.
- 11.6 Two further applications have been received for section 137 grants or donations, these will be discussed at the next meeting – **noted**.

RESOLVED:

That the Clerk review the consultation on the new proposed social housing allocations and feed back at the next meeting.

That the Clerk investigate the costs involved with re-instating the totem pole on Cheslyn Hay recreation ground.

12. 15/01/130 – TABLED ITEMS

- 12.1 No tabled items.

13. 15/01/131 – CHAIRMAN'S ANNOUNCEMENTS

- 13.1 No Chairman's announcements.

14. 15/01/132 – SECTION 17 STATEMENT

- 14.1 Items 7.3 and 10.2.

15. 15/01/133 - CONFIDENTIAL

- 15.1 Discussion regarding a potential hirer of the Village Hall.

The Meeting closed at 8.45 pm.