



CHESLYN HAY PARISH COUNCIL

**Minutes of the
PARISH COUNCIL MEETING
held on Wednesday 10th September 2025
at the Village Hall, Pinfold Lane, Cheslyn Hay at 7.00 pm**

1. 10/09/54 PUBLIC PARTICIPATION

- 1.1 Members of the public in attendance to discuss petitions relating to Rosemary Road regarding car parking from visiting football teams and the request not to cut down trees at the rear of houses on Rosemary Road. Discussions were held regarding enforcement and possible solutions.

RESOLVED:-

That the Clerk arrange for a meeting with the new Chief Inspector (Alan Lyford) to discuss enforcement and remedial action and that the Parish Council visit the football pitches on an ad-hoc basis to ascertain who is using the pitches without permission.

That County Councillor T. Baker discuss road traffic calming options or double yellow lines with Staffordshire County Council Highways department.

2. 10/09/55 MEMBERS PRESENT

- 2.1 Councillors : Councillor S. P. Hollis (Chair)
Councillors P. L. Appleton, T. Baker, K. Bickley, V. Dixon,
I. E. Emery, P. Healey, J. Hill, R. Jennings, J. D. Lockley,
C. Wilkinson, P. Wilkinson and A. Woolley.
Melanie Brown – Parish Clerk

3. 10/09/56 TO ACCEPT APOLOGIES FOR ABSENCE

- 3.1 Apologies for absence received from Parish Councillors A. W. Emery and L. J. Emery, District Councillors R. & S. Duncan and B. Williams.

4. 10/09/57 TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS

- 4.1 No declarations of interest.

5. 10/09/58 TO APPROVE AND SIGN THE MINUTES OF THE LAST PARISH COUNCIL MEETINGS – 16TH JULY 2025

- 5.1 That the minutes of the Parish Council Meeting held on Wednesday 16th July 2025 be recorded as a true and accurate record.

RESOLVED:-

Proposed by Councillor K. Bickley, seconded by Councillor P. L. Appleton, all in favour, that the minutes of the Parish Council Meeting held on Wednesday 16th July 2025 be recorded as a true and accurate record.

6. 10/09/59 COUNTY COUNCILLORS REPORT

- 6.1 County Councillor T. Baker reported on the following issues:-

- A proposal has been forwarded for an East/West option for the devolution and Local Government reorganisation consisting of East (Staffordshire Moorlands/Stoke-on-Trent/East Staffordshire and Lichfield and, West (Newcastle-under-Lyne/Stafford/Cannock and South Staffordshire). Councillor J. Hill reported that South Staffordshire Council have submitted a different proposal which is based on a North/South split.
- A meeting has been held with County Council Highways regarding road closures in Coppice Lane and Littlewood Road and the dates have now been altered.
- He has met with PC Liam Mason, the new Police Officer for Cheslyn Hay and Great Wyrley areas, to discuss local issues.
- He has dealt with a flooding complaint in relation to drains in Brook Road.

- 6.2 Councillor P. L. Appleton reported an issue with drains on Coppice Lane and trees overhanging the kerbs which need pruning.

RESOLVED:-

That County Councillor T. Baker investigate the issues raised at 6.2.

7. 10/09/60 DISTRICT COUNCILLORS REPORT

- 7.1 There are no District Councillors in attendance but the Clerk reported that Councillor R. Duncan has been dealing with flooding issues on Saredon Road and Station Street, he will update at the next Parish Council meeting.
- 7.2 Councillor Duncan has enquired if the Parish Council would support a petition to address the traffic and safety issues on Station Street which would be held at the Village Hall for signature.
- 7.3 Councillor P. L. Appleton enquired if vape bins would be provided as they do not seem to be available at local supermarkets.

RESOLVED:-

That Members would prefer to wait for the feasibility study results to be available for Station Street before the petition takes place so that the evidence is available with options for solutions.

8. 10/09/61 PLANNING

- 8.1 SCC/25/0090/VOC-ES – Application not to comply with Condition 1 of Planning Permission SS.14/20/636W to increase the permitted throughput by 15,000 tonnes per annum from 340,000 to 355,000 at Four Ashes Recovery Facility, WV10 7DF.
- 8.2 25/005303/LUE – Appeal reference APP/C3430/X/25/3369971 at 20 Hayes View Drive, Cheslyn Hay, WS6 7EX – extension of driveway encroaching pathway.

RESOLVED:

That the Clerk inform Staffordshire County Council that the Parish Council object on the grounds that the additional tonnage will create further traffic and/or damage to the highways during carriage.

That the Clerk inform South Staffordshire Council that there are no additional comments in relation to appeal reference APP/C3430/X/25/3369971.

9. 10/09/62 FINANCE

- 9.1 Financial Reports – The Financial Reports for June and July 2025 were discussed by the Clerk and the bank statements verified and signed by Councillors C. Wilkinson and P. Healey. 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 Payments – Payments proposed by Councillor C. Wilkinson, seconded by Councillor A. Woolley with Councillor P. Wilkinson as the third signatory.

RESOLVED:

Proposed by Councillor I. E. Emery, seconded by Councillor A. Woolley, all in favour, that the Financial Reports for June and July 2025 be agreed and accepted.

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

10. 10/09/63 CLERKS REPORT

- 10.1 Police Report – No police report available.
- 10.2 Funding Update for UKSPF and REPF funds – The Clerk reported that she has posted the tender documents for the works to Chapel Square and Rosemary Road turning circle, the applications will be sent to a panel meeting by South Staffordshire Council and works will need to be completed by the 31st December 2025 if successful. A letter has been received from the Chief Executive in relation to lost funding last financial year.
- 10.3 Football Pitch Hire – The Clerk reported that there were no applications for permits or games during the summer months and one senior team and one junior team have signed for the forthcoming season.
- 10.4 Petitions Rosemary Road – As discussed at 1.1, the Parish Council have resolved not to clear the area or remove any trees at the rear of the properties in Rosemary Road as requested by residents. In terms of the issues with parking on Rosemary Road the Parish Council will arrange a meeting with local councillors and police to seek a remedy and endeavour to ascertain who is playing illegally on Rosemary Road pitches with a view to informing the appropriate leagues to take action.

- 10.5 Complaint regarding Cheslyn Hay cemetery – The Clerk reported that complaints have been received from visitors to the cemetery and residents in Cemetery Street as there are limited parking spaces which are being used by visitors to residents. A sign has been erected stating ‘no parking’ but a resident has requested that this be changed to allow overnight parking. Complaints have also been received regarding dog fouling at the cemetery and signs have been erected in relation to dogs.
- 10.6 New Councillor Training – The Clerk reported that Councillor introduction training will take place on Wednesday 24th September 2025 at 7.00 pm at the Village Hall.
- 10.7 Councillor Emails – The Clerk enquired if all Members have now transferred over to the .gov emails so the old accounts can be closed. The Clerk will close down all the old accounts with the exception of Councillors I. E. Emery and V. Dixon.
- 10.8 Benefit of Trees presentation – The Clerk reported that Darren Allen from South Staffordshire Council will be at the Village Hall on Thursday 9th October 2025 at 7.00 pm to discuss the benefit of trees, all Members invited.
- 10.9 Christmas Carol Concert – The Clerk reported that the Great Wyrley Concert Band have volunteered to facilitate the Christmas Carols around the tree on Tuesday 9th December between 6.30 pm and 7.30 pm, Christmas light switch-on date will be Friday 28th November 2025.
- 10.10 The Clerk reported that she had attended the Zellar Software training, in association with South Staffordshire Council, relating to the production of a climate change action plan.
- 10.11 The Clerk discussed quotations for re-instatement costs in relation to the Parish Council insurance and works to be completed in relation to the intruder alarm.

RESOLVED:

That the Clerk inform the resident who wishes to park overnight at Cemetery Street that this space is for cemetery parking only.

That the Parish Council do not wish to produce a climate change action plan at the present time.

Proposed by Councillor J. D. Lockley, seconded by Councillor V. Dixon, all in favour, that the works to the intruder alarm system are completed.

Proposed by J. D. Lockley, seconded by Councillor C. Wilkinson, all in favour, that the reinstatement cost assessments are completed.

11. 10/09/64 – CORRESPONDENCE

- 11.1 Severn Trent – footpath closure from Bridge Avenue to Bridgtown from the 15th September to install a temporary pipe – **noted**.
- 11.2 SPCA – AGM at Uttoxeter Town Hall on Monday 24th November 10.00 am, nomination form for the Membership of the Executive Committee and a form to submit motions. Two delegates can attend from the Parish.
- 11.3 The law regarding lithium-ion batteries has now been passed to include a number of regulations regarding battery safety – **noted**.
- 11.4 South Staffordshire Council – consultation regarding Wyrley Essington Canal.
- 11.5 South Staffordshire Council – Guidance note from Police regarding Remembrance Events – **noted**.

- 11.6 South Staffordshire Council – donating litter pickers to support volunteer groups – **noted**.
- 11.7 Response from Sir Gavin Williamson MP in relation to support for the loss of neighbourhood planning, he has written to Baroness Taylor the Parliamentary under-secretary of State for Housing and Local Government but there will be no change – **noted**.
- 11.8 Staffordshire County Council have published their proposals for Local Government reorganisation (as discussed at 6.1).
- 11.9 South Staffordshire Council ‘Save the Date’ – Parish Summit will be held on Thursday 20th November 2025 at 10.00 am – **noted**.

RESOLVED:

That the Clerk distribute the SPCA AGM details should Members wish to attend.

That the Clerk disseminate the consultation regarding Wyrley Essington Canal to Members.

12. 10/09/65 – TABLED ITEMS

- 12.1 No tabled items.

13. 10/09/66 – CHAIRMAN’S ANNOUNCEMENTS

- 13.1 The Chair reported that he had attended the Community Day at St. Mark’s Church on Saturday 6th September 2025 where discussions took place as to how the church hall could be refurbished and used. They are looking for local tradesmen to assist in providing quotations for works to obtain grant funding.
- 13.2 The Chair reported that he, along with the Vice Chair, had attended the Royal British Legion Cheslyn Hay Branch meeting on Monday 8th September 2025 and this year the parade will muster at BS Eaton’s at 10.00 am with an approximate leaving time of 10.30 am. They have requested that the roads be closed at 10.15 am and barriers to be moved around the war memorial so that the children can fit in the space. They are looking for volunteers to assist with the poppy donation stations and £32,836 was raised in Cheslyn Hay last year.
- 13.3 The Chair reported that there is an Irish night at Salem Methodist Church on Saturday 13th September 2025 at 7.30 pm, tickets available.

14. 10/09/67 – SECTION 17 STATEMENT

- 14.1 Items 1.1, 6.1, 7.2, 10.1, 10.4, 11.5.

15. 10/09/68 - CONFIDENTIAL

- 15.1 The annual rental for Cheslyn Hay Community Allotments was discussed, along with a reported break-in on the 28th August 2025 and a request for a polytunnel on site.
- 15.2 A potential boundary dispute was discussed.
- 15.3 Recommendations from the Community Governance Review Working Group were discussed.

Standing Orders were suspended and the Meeting closed at 9.40 pm.