



CHESLYN HAY PARISH COUNCIL

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

1. 10/12/99 PUBLIC PARTICIPATION

1.1 No members of the public in attendance.

2. 10/12/100 MEMBERS PRESENT

2.1 Councillors : Councillor S. P. Hollis (Chair)
Councillors P. L. Appleton, T. Baker, K. Bickley, V. Dixon,
L. J. Emery, P. Healey, J. D. Lockley, A. Woolley
District Councillors R. Duncan and S. Duncan
Melanie Brown – Parish Clerk

3. 10/12/101 TO ACCEPT APOLOGIES FOR ABSENCE

3.1 Apologies for absence received from Parish Councillors A. W. Emery, I. E. Emery, J. Hill, R. Jennings, C. Wilkinson, P. Wilkinson and District Councillor B. Williams.

4. 10/12/102 TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS

4.1 No declarations of interest.

5. 10/12/103 TO APPROVE AND SIGN THE MINUTES OF THE LAST PARISH COUNCIL MEETINGS – 12TH NOVEMBER 2025

5.1 That the minutes of the Parish Council Meeting held on Wednesday 12th November 2025 be amended at 9.1 as follows:-

‘The financial reports for September 2025 were discussed by the Clerk and bank statements verified and signed by Councillors C. Wilkinson and P. Healey’.

RESOLVED:-

Proposed by Councillor A. Woolley, seconded by Councillor J. D. Lockley, all in favour, that, with the above amendment, the minutes of the Parish Council Meeting held on Wednesday 12th November 2025 be recorded as a true and accurate record.

6. 10/12/104 COUNTY COUNCILLORS REPORT

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

- Met with Highways to discuss the footpath programme for next financial year;
- Due to health and safety conditions the island near the Hollybush is too dangerous for the Hollybush to maintain;
- Prioritising drainage works in Cheslyn Hay with Highways;
- The sunken drain on the M6 junction has now been reported;
- Feasibility study results for Station Street should be available in February 2026.

6.2 Members present reported potholes in Littlewood Road, at the Coal Truck Island on Coppice Lane, Bridge Avenue, Windsor Road and Littlewood Lane and continuing pothole and drainage issues on Old Landywood Lane. Councillor Appleton reported that the footpath on Coppice Lane is now not wide enough to pass and the drain opposite the Hollybush on the Wolverhampton Road is blocked.

6.3 Councillor S. Duncan reported a footpath issue, reported previously, on Low Street where an elderly resident is unable to use their walker due to the uneven surfaces.

RESOLVED:-

That County Councillor Tom Baker action issues raised at 6.2 and 6.3.

7. 10/12/105 DISTRICT COUNCILLORS REPORT

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

- Assisting West Midlands Hedgehog rescue with an issue with a local pub, they are very pleased with the quick response and outcome.
- Dealing with a flooding issue on the bend in Coppice Lane;
- Instructed the District Council to erect dog fouling signs on Dundalk Lane, Kestrel Way and Pinfold Lane;
- Replaced a bin as per complaint from Councillor Appleton and looking an additional bins on the canal walk;
- Dealing with flooding issue for elderly residents, requested Severn Trent to carry out a survey.

7.2 Councillor S. Duncan reported on the following issues:-

- Liaising with various agencies on behalf of a Cheslyn Hay resident who wishes to return to live in Cheslyn Hay due to ill health, a pilot scheme for an alarm system may be available to him to trial.

8. 10/12/106 PLANNING

8.1 25/00972/FUL – 7 dwellings, access, landscaping, associated infrastructure and enabling works at Grove Cottage, Wolverhampton Road, WS6 7HX.

8.2 Mobile Street Trading Consent application for an ice cream vendor around Cheslyn Hay, Great Wyrley and Essington.

RESOLVED:

That the Clerk inform South Staffordshire Council that the Parish Council have a policy of 'no infill' on green belt land and therefore object to application number 25/00972/FUL on the grounds of green belt site, environmental impact, highway safety and residential amenity.

That the Clerk inform South Staffordshire Council that the Parish Council do not have any objections to the mobile street trading application for an ice cream vendor.

9. 10/12/107 FINANCE

- 9.1 Report 1 Payments – Payments proposed by Councillor A. Woolley, seconded by Councillor J. D. Lockley with Councillor L. J. Emery as the third signatory.

RESOLVED:-

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

10. 10/12/108 CLERKS REPORT

- 10.1 Update to UKSPF and REPF funding applications – The Clerk reported that the contracts have been received to sign and all works need to be completed and invoiced no later than the 27th February 2026. The Clerk will now source quotations for the Cedar Tree to be planted.
- 10.2 Update from the Parish Summit 20.11.25 – Councillors J. D. Lockley and P. Healey reported that there will be no further update until the current Government have made a decision in July 2026. Somerset Local Community Network were in attendance, who have gone through the same process, to discuss the learning curves and pitfalls. A session on Martyn's Law was also available where security needs to be increased on public buildings, any spend to be funded by Parish Councils. The Clerk attended a session on Community Assets but if Parish Council's wish to take over any District Council land or buildings the legal costs will have to be paid for both the Parish and the District Council. The District Council are suggesting that this is included in any precept applications under an earmarked community asset fund.
- 10.3 Update from SPCA AGM and conference – Councillor P. Healey reported that he had attended on behalf of the Parish Council and had been appointed to the Executive Committee. There has been a change in constitution, and one further representative is required for South Staffordshire. Talks and displays were available including funding for sports and changings rooms, details of which have been passed to the Clerk.
- 10.4 Section 137 Grant Applications – The Clerk reported that the Section 137 Grant Applications will open on the 15th December 2025 and close on the 9th January 2026.
- 10.5 Parish Council Meeting Dates – The Clerk reported that the first meeting of the next year will be on Wednesday 14th January 2026, the other meeting dates will be ratified at this meeting.

11. 10/12/109 – CORRESPONDENCE

- 11.1 Resident issue with a hedge – referred to Councillor Duncan – **noted**.
- 11.2 SPCA notifying Staffordshire FA will come and carry out a free pitchpower inspection and provide a report.
- 11.3 Staffordshire Fire & Rescue Service would like an invitation to one of our Parish meetings – **noted**.
- 11.4 Severn Trent Community Flood Officer would like to come to a Parish Council meeting to introduce herself – **noted**.
- 11.5 Parish Council Summit slides and notes.
- 11.6 Notification of an accident in Cemetery Street – **noted**.
- 11.7 South Staffordshire Council – Discover South Staffordshire – **noted**.
- 11.8 South Staffordshire Council – PCSO update – **noted**.
- 11.9 Letter from Mark Deaville regarding Local Government Organisation.

RESOLVED:

That the Clerk apply for the free pitchpower inspection from Staffordshire FA.

That the Clerk distribute the Parish Summit slides and notes to Members.

That the Clerk bring back the letter from Mark Deaville to the next meeting on the 14th January 2026.

12. 10/12/110 – TABLED ITEMS

- 12.1 Staffordshire County Council road closure notification on Cross Street from the 5th – 9th January 2026.
- 12.2 SPCA Annual Report.
- 12.3 Discover South Staffordshire.
- 12.4 Christmas cards from South Staffordshire Council and Wyrley Juniors FC.

13. 10/12/111 – CHAIRMAN'S ANNOUNCEMENTS

- 13.1 The Chair reported that the Carol service around the tree, which was diverted to Cheslyn Hay Sports and Social Club due to the weather, had been a great success and will be repeated next year with Great Wyrley Concert Band. The Chair has also enquired if they would like to conduct a 'last night at the proms' type event at Hawkins Sports and Social Club in the summer months.
- 13.2 The Chair attended the opening ceremony of the Dedication of the Tree Festival at St. Marks Church on Sunday 7th December to celebrate 180 years of St. Marks as a place of worship, which was well attended.

14. 10/12/112 – SECTION 17 STATEMENT

- 14.1 Items 6.1 and 11.6.

15. 10/12/113 - CONFIDENTIAL

- 15.1 No items for confidential discussion.

Meeting closed at 9.00 pm.