



CHESLYN HAY PARISH COUNCIL

**Minutes of the
PARISH COUNCIL MEETING
held on Wednesday 11th February 2026
at the Village Hall, Pinfold Lane, Cheslyn Hay at 7.00 pm**

1. 11/02/114 PUBLIC PARTICIPATION

- 1.1 The contractor working on Chapel Square Memorial Garden and Rosemary Road turning circle attended to discuss the specifications with Members present and the difficulties presented with the current weather conditions.

2. 11/02/115 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 and J. D. Lockley.
District Councillors R. Duncan and S. Duncan
Melanie Brown – Parish Clerk

3. 11/02/116 TO ACCEPT APOLOGIES FOR ABSENCE

- 3.1 Apologies for absence received from Parish Councillors K. Bickley, V. Dixon, L. J. Emery, P. Healey, C. Wilkinson, P. Wilkinson and A. Woolley.

4. 11/02/117 TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS

- 4.1 No declarations of interest.

5. 11/02/118 TO APPROVE AND SIGN THE MINUTES OF THE LAST PARISH COUNCIL MEETINGS – 10TH DECEMBER 2025

- 5.1 That the minutes of the Parish Council Meeting held on Wednesday 10th December 2025 be recorded as a true and accurate record.

RESOLVED:-

Proposed by Councillor P. L. Appleton, seconded by Councillor J. D. Lockley, all in favour, that the minutes of the Parish Council Meeting held on Wednesday 10th December 2025 be recorded as a true and accurate record.

6. 11/02/119 COUNTY COUNCILLORS REPORT

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

- Urges everyone to complete the Local Government Re-organisation consultation (link sent via the Clerk or from the County Council website) no later than Thursday 26th March 2026.
- Council tax has been set at 3.99% for 2026-27, 80% of funds is spent on Adult Social Care and Special Educational Needs and Disabilities. More funds are available for areas of deprivation such as city centres.
- Residents should notice surface dressing around roads in Cheslyn Hay in the new financial year.
- The quarry at Saredon has requested an extension in hours.
- The feasibility study on Station Street should be available by the end of March 2026.
- The pothole on Saredon Road outside the school has been fixed.

6.2 Discussions were held regarding the figures for the level of debt left by the previous administration and savings made since the last County Council elections, Members enquired if it is feasible to ask the Government for more funding as tax payers are already overstretched with cost-of-living increases.

6.3 Discussions were held regarding the logistics of only fixing one pothole whilst several require repair in the vicinity and whether this could be addressed.

RESOLVED:-

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

7. 11/02/120 DISTRICT COUNCILLORS REPORT

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

- Assisting residents with continuous flooding issues in the gardens of Low Street. He has been liaising with the CEO of Severn Trent to prompt investigations via camera and the surrounding higher ground. He is awaiting responses from Staffordshire County Council.
- Assisted a resident in Station Street who was unable to drive on and off his drive.
- Assisted residents in Quarry Close as a mineshaft had collapsed and residents were unable to access their drives.
- Dealing with parking issues at the school and leisure centre in Saredon Road following residents complaints, he has written to the school and the leisure centre who have now issued a written response which has been posted on social media. The Leisure Centre are opening up the coach park so that attendees can park there instead of residential streets.
- Meeting with the Headteacher at Cheslyn Hay Academy tomorrow to discuss the on-going parking issues and the alleged issues with a teacher following a social media post.
- Requested County Councillor T. Baker to escalate the flooding issues on Old Landywood Lane and Coppice Lane.

8. 11/02/121 FINANCE

- 8.1 Report 1 Financial Reports – The Financial Reports for December 2025 were discussed by the Clerk and the bank statements verified and signed by Councillors T. Baker and J. D. Lockley. The monthly budget report was discussed, balances were checked and variances on the General Purposes, Amenities and Village Hall budgets were discussed in detail.
- 8.2 Report 2 Payments – Payments proposed by Councillor, seconded by Councillor I. E. Emery, seconded by Councillor J. D. Lockley with Councillor S. Hollis as the third signatory.

RESOLVED:

Proposed by Councillor T. Baker, seconded by Councillor J. D. Lockley, all in favour, that the Financial Reports for December 2025 be agreed and accepted.

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

9. 11/02/122 CLERKS REPORT

- 9.1 Police Report – PCSO Karen Terry read the report from the 15th January to the 9th February 2026, detailing residential burglary, vehicle crime and anti-social behaviour and a house fire in Oakridge Drive on the 6th February 2026. She also reported an issue at Cheslyn Hay Academy with a teacher and a social media video, police presence has been organised to deal with any fallout. A discussion was held regarding the social media posts and videos with Members present. Councillor R. Duncan, as a Governor of Cheslyn Hay Academy, has already arranged a meeting with the Headteacher to discuss.
- 9.2 Ratification of meeting dates for 2026 – The Clerk distributed the proposed meeting dates for 2026 for ratification.
- 9.3 Ratification of Budget and Precept meeting minutes from the 28th January 2026 – The Clerk had disseminated the minutes prior this meeting for perusal.
- 9.4 Update of works in Chapel Square/Rosemary Road Turning Circle – The contractor had attended at the beginning of the meeting to update (see1.1). The Clerk re-iterated that the works need to be completed by Friday 27th February 2026 to achieve the funding deadline.
- 9.5 Section 137 Grant Applications – The Clerk reported that three applications had been received from West Midlands Hedghog Rescue, Arrive Alive and St. Giles Hospice.
- 9.6 South Staffordshire Council Locality 3 Member Forum – The Clerk reported that the Chair and the Clerk have been invited to attend the Locality 3 Member Forum on 12th February at 6.00 pm and requested Members present to raise any locality specific issues.
- 9.7 Signature of Exclusive Rights – The Chair and the Clerk signed recent applications for exclusive rights of burial certificates.
- 9.8 Pitch Power Inspection – The Clerk reported that the Pitch Power inspection results had now been received from the Football Association and she would arrange a suitable date for the Football Liaison Committee to meet.

RESOLVED:

Following discussions around the Police Report, that Councillor Duncan report back any findings from his meeting with the Headteacher at Cheslyn Hay Academy and the Clerk arrange a meeting for the Chair to attend to speak to her regarding this issue.

That the meeting dates for 2026 are agreed.

Proposed by Councillor I. E. Emery, seconded by Councillor J. D. Lockley, all in favour, that the minutes of the Budget and Precept meeting held on Wednesday 28th January 2026 are a true and accurate record.

That the Clerk arrange for the section 137 grant fund to be split evenly between the three applicants.

That the Chair and the Clerk request more monies for parish projects to be disseminated from South Staffordshire Council at the Locality 3 Members meeting on the 12th February 2026.

10. 11/02/123 CORRESPONDENCE

- 10.1 South Staffordshire Council – Local Government re-organisation consultation closes on the 26th March 2026, this will be an agenda item for the next meeting. It had been advised to request election costs for the next election and the Clerk has been advised that it will be in the region of £14/15k for Cheslyn Hay if the seats are contested – **noted**.
- 10.2 Staffordshire Parish Councils Association – request to respond to Local Government re-organisation to ensure Parish has an input – **noted**.
- 10.3 South Staffordshire Council – Invitation for the Chair to attend the Chairman's Charity Dinner on Friday 27th March 2026 – **noted**.
- 10.4 Update on battery safety from Ron Bailey – **noted**.
- 10.5 Complaint from residents of Saredon Road regarding parking – referred to District Councillors – **noted**.
- 10.6 Support Staffordshire – Invitation to rural housing briefing focussing on delivering homes in the community on Thursday 12th March 2026 at 4.00 pm at Codsall Community Hub – **noted**.
- 10.7 Staffordshire County Council – Link from County Councillor T. Baker to the consultation for the Local Government Re-organisation – **noted**.

11. 11/02/124 TABLED ITEMS

- 11.1 Learning programmes at Staffordshire History Centre and spotlight talks provided by County Councillor T. Baker.

12. 11/02/125 CHAIR'S ANNOUNCEMENTS

- 12.1 None.
- 12.2 Councillor A. W. Emery would like a separate meeting to discuss the need for additional cemetery land in order to carry on burying local residents in the future. He would also like a meeting to discuss the issues in Station Street with the traffic.
- 12.3 Councillor J. D. Lockley informed Members present of a skittles evening and 'fish and chip supper' at South Staffordshire Council on Friday evening.

13. 11/02/126 SECTION 17 STATEMENT

- 13.1 Items 7.1, 9.1, 10.5 and 12.2.

14. 11/02/127 CONFIDENTIAL ITEMS

- 14.1 The Clerk had disseminated the Licence for Chapel Square prior to this meeting for persual and a discussion was held regarding the advice from the Solicitors.

RESOLVED:

That the Clerk relay the amendments to the Solicitors as a matter of urgency.

Meeting closed at 9.20 pm.