



CHESLYN HAY PARISH COUNCIL

**Minutes of the
PARISH COUNCIL MEETING
held on Wednesday 15th April 2026
at the Village Hall, Pinfold Lane, Cheslyn Hay at 7.00 pm**

1. 15/04/143 PUBLIC PARTICIPATION

- 1.1 Member of the public in attendance to discuss an issue with Fishers Farm on Landywood Lane, this does not fall within the Parish of Cheslyn Hay. District Councillor J. Hill, who covers this area, discussed the issue outside of the meeting.

2. 15/04/144 MEMBERS PRESENT

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

3. 15/04/145 TO ACCEPT APOLOGIES FOR ABSENCE

- 3.1 Apologies for absence received from Councillors I. E. Emery and L. J. Emery and District Councillors R. and S. Duncan and B. Williams.

4. 15/04/146 TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS

- 4.1 Declarations at 8.2 for Councillors J. Hill and P. Healey, and declaration at 8.2 and 9.2 for Councillor S. Hollis.

5. 15/04/147 TO APPROVE AND SIGN THE MINUTES OF THE LAST PARISH COUNCIL MEETINGS – 11TH MARCH 2026

- 5.1 That the minutes of the Parish Council Meeting held on Wednesday 11th March 2026 be amended at 16.1 to read:-

‘Drainage works to be carried out on Warstone Road’

RESOLVED:-

Proposed by Councillor C. Wilkinson, seconded by Councillor K. Bickley, all in favour, that with the above amendment, the minutes of the Parish Council Meeting held on Wednesday 11th March 2026 be recorded as a true and accurate record.

6. 15/04/148 COUNTY COUNCILLORS REPORT

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

- The Station Street report should be published shortly and hopefully before the next meeting.
- Windsor Road has now been completed.
- Littlewood Lane junction requires patching work.
- Hollybank/Warstone Road – flooding issue, pipe was broken under grass verge.
- Saredon Quarry now have an extension until June from the Planning Committee.

6.2 Members present reported the following County Council issues:-

- Kerbstone outside the Salem church still not repaired.
- Ramp has been installed on the highway outside a property in Queen Street.
- Junction of Littlewood Lane/Littlewood Road – requires a 'halt' sign or white lines installed.

RESOLVED:-

That County Councillor Tom Baker action issues raised at 6.2.

7. 15/04/149 DISTRICT COUNCILLORS REPORT

7.1 No District Councillors in attendance.

8. 15/04/150 PLANNING

- 8.1 26/00137/FULHH– Single-storey rear extension and partial garage conversion with new pitched roof over and between dwellings at 124 Kestrel Way, WS6 7LQ.
- 8.2 26/00214/COU – Change of use of existing garage to form barbers salon for appointment only at 1 Leveson Avenue, WS6 7BN.
- 8.3 26/00164/FUL – Removal of 15m flood lighting column and replacement with a wind turbine at BS Eaton Limited, Coppice Lane, WS6 7EY.
- 8.4 25/00972/FUL – 7 dwellings, access, landscaping, associated infrastructure and enabling works at Grove Cottage, Wolverhampton Road, WS6 7HX – *request to attend planning committee meeting at 6.30 pm on Tuesday 21st April 2026 to speak to the Committee.*

RESOLVED:

That the Clerk inform South Staffordshire Council that there are no comments or objections for application 26/00137/FULHH.

That the Clerk inform South Staffordshire Council that the Parish Council wish to object to application 26/00214/COU due to inappropriate development in a residential area, disruption to nearby residents and highway safety (adversely affect the convenience of road users/vehicular access, parking, turning and loading).

That the Clerk inform South Staffordshire Council that the Parish Council wish to object to application 26/00164/FUL due to residential amenity, (visual impact and design affecting the character of the neighbourhood due to its close proximity to residential properties) noise and disturbance to closest properties and affect on other properties in the village dependent on air dispersal, affect on local wildlife particularly birds.

That Members inform the Clerk if they wish to speak at Planning Committee on Tuesday 21st April 2026 regarding application 25/00972/FUL.

9. 15/04/151 FINANCE

- 9.1 Report 1 Financial Reports – The Financial Reports for February 2026 were discussed by the Clerk and the bank statements verified and signed by Councillors A. Woolley and C. Wilkinson. 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 P. L. Appleton as the third signatory.
- 9.3 Interim Internal Audit Report 2025/2026 – The Clerk had disseminated the report before the meeting for Members perusal. The Clerk reported on the areas of concern and recommendations to Members present.

RESOLVED:

Proposed by Councillor P. L. Appleton, seconded by Councillor C. Wilkinson, all in favour, that the Financial Reports for February 2026 be agreed and accepted.

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

That Members accept the Interim Internal Audit Report for 2025/2026, next visit in May 2026.

10. 15/04/152 CLERKS REPORT

- 10.1 Police Report – The Clerk had downloaded the statistics from the website, 69 crimes were reported in the Cheslyn Hay and Saredon area for February 2026, up by 7%.
- 10.2 Update on works to Chapel Square Memorial Garden and Rosemary Road turning circle – The Clerk reported that after the last meeting County Councillor T. Baker arranged for the County Council to check the drains at Rosemary Road which were in good condition and were last cleansed in March 2024, all gulleys in Rosemary Road were jetted and no defects raised, the complaint has now been closed.

The Chair visited Hollybush Garden Centre to choose the plants for Chapel Square donated by South Staffordshire Council. A member of staff from Hollybush Garden Centre visited the next day to make some suggestions and provide a quotation. South Staffordshire Council agreed to fund the extra plants and top soil over and above the original donation.

The Cedar Tree donated for Chapel Square has been ordered and paid for, awaiting delivery.

- 10.3 Football Liaison Committee 18th March 2026** – The Clerk had disseminated the minutes prior to the meeting for Members perusal. A discussion took place regarding the potential contract for Rosemary Road football pitches for next season together with the Pitch Power Fund and possible lightweight goalposts.

RESOLVED:

Proposed by V. Dixon, seconded by J. D. Lockley, all in favour, that the Parish Council enter into a three-year contract with a view to accessing the pitchpower grass maintenance and equipment fund.

11. 15/04/153 CORRESPONDENCE

- 11.1 South Staffordshire Council – Update on Community Governance Review – not proceeding with proposal for Penkridge Parish Council and therefore no changes to any Parish Council area – **noted**.
- 11.2 South Staffordshire Council – Changes to response policing in the District, now start their tour of duty at Codsall and deployed from there to any incidents – **noted**.
- 11.3 Complaint from resident regarding dangerous dogs off leads on the recreation grounds.
- 11.4 Staffordshire Parish Councils Association – 1st May is Staffordshire Day, request to make the tenth anniversary of Staffordshire Day a celebration – **noted**.
- 11.5 Staffordshire Parish Councils Association – new service, free planning advice to SPCA members – **noted**.
- 11.6 Staffordshire Parish Councils Association – Neighbourhood Governance pack available – **noted**.
- 11.7 Staffordshire Parish Councils Association – Food waste collection service information, the Clerk reported that South Staffordshire Council had held a roadshow at the Village Hall today to showcase the new blue bin food waste collection – **noted**.
- 11.8 Cannock Council – Adoption of Local Plan from 2018 to 2040 – **noted**.

12. 15/04/154 TABLED ITEMS

- 12.1 Information from Councillor Robert Duncan regarding the definition of grey belt land.
- 12.2 South Staffordshire Council – ‘shaping South Staffordshire’ chance of winning £1k.
- 12.3 South Staffordshire Council – Dementia awareness event on Tuesday 19th May 2026 between 10.00 am and 12.00 midday.
- 12.4 South Staffordshire Council – Walking festival 2026 – Locality 3 in Great Wyrley on Wednesday 13th May and 27th May and Essington on the 21st May 2026.

13. 15/04/155 CHAIR’S ANNOUNCEMENTS

- 13.1 The Chair reported that he had attended the Civic at South Staffordshire Council on the 27th March 2026 in support of Macmillan Cancer Support and the Kingswood Trust.

14. 15/04/156 SECTION 17 STATEMENT

14.1 Items 10.1, 11.2 and 11.3.

15. 15/04/157 CONFIDENTIAL ITEMS

15.1 Discussions were held regarding the lease for Chapel Square, an insurance update and a boundary dispute issue at the Allotments.

Meeting closed at 9.25 pm.