

14 June 2024

Minutes of the meeting of the **Council**  
South Staffordshire Council held in the  
Council Chamber Community Hub,  
Wolverhampton Road, Codsall, South  
Staffordshire, WV8 1PX on Tuesday, 07  
May 2024 at 19:00

**Present:-**

Councillor Andrew Adams, Councillor Helen Adams, Councillor Penny Allen, Councillor Jeff Ashley, Councillor Meg Barrow, Councillor Barry Bond, Councillor John Brindle, Councillor Gary Burnett, Councillor Val Chapman, Councillor Bob Cope, Councillor Mike Davies, Councillor Philip Davis, Councillor Steph Dufty, Councillor Robert Duncan, Councillor Sue Duncan, Councillor Christopher Evans, Councillor Mark Evans, Councillor Warren Fisher, Councillor Sam Harper-Wallis, Councillor Dr Paul Harrison, Councillor Rita Heseltine, Councillor Diane Holmes, Councillor Fiona Hopkins, Councillor Matthew Jackson, Councillor Dan Kinsey, Councillor Roger Lees, Councillor Vincent Merrick, Councillor John Michell, Councillor Rob Nelson, Councillor Kath Perry, Councillor Martin Perry, Councillor Ray Perry, Councillor Robert Reade, Councillor Gregory Spruce, Councillor Christopher Steel, Councillor Wendy Sutton, Councillor Bernard Williams, Councillor Victoria Wilson

**1 ELECTION OF CHAIRMAN OF THE COUNCIL**

Councillor Dan Kinsey BEM was proposed by Councillor Mark Evans and seconded by Councillor Vince Merrick and it was

**RESOLVED:** that Councillor Dan Kinsey BEM be elected Chairman of the Council for the Municipal Year 2024/25.

**2 ELECTION OF VICE-CHAIRMAN OF THE COUNCIL**

Councillor Philip Davis was proposed by Councillor Rita Heseltine and seconded by Councillor Christopher Evans and it was

**RESOLVED:** that Councillor Philip Davis be elected Vice-Chairman of the Council for the Municipal Year 2024/25.

**3 MINUTES**

**RESOLVED:** that the minutes of the Council meeting held on 26 March 2024 be approved and signed by the Chairman.

**4 MINUTES**

**RESOLVED:** that the minutes of the Special Council meeting held on 2 April 2024 be approved and signed by the Chairman.

**5 APOLOGIES**

Apologies were received from Councillor K Williams, Councillor S Szalapski, Councillor V Kelly and Councillor D Williams.

**6 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**7 NOTIFICATION BY THE LEADER OF THE COUNCIL OF THE COUNCILLORS APPOINTED TO THE CABINET**

The Leader of the Council, Councillor Roger Lees BEM, announced his

Cabinet as follows:

Business Enterprise and Community Infrastructure - Councillor Victoria Wilson

Community Services and Climate Change - Councillor Kath Perry MBE

Corporate Services - Councillor Roger Lees BEM

Regulatory Services - Councillor Rita Heseltine

Welfare Services - Councillor Robert Reade

Deputy Leader - Councillor Victoria Wilson

8      **ANNUAL REVIEW OF THE CONSTITUTION**

It was proposed by Councillor Roger Lees BEM and seconded by Councillor Victoria Wilson and

**RESOLVED:** that the revised Constitution be adopted by Council and replace all previous versions of the Constitution.

9      **POLITICAL BALANCE**

It was proposed by Councillor Roger Lees and seconded by Councillor Victoria Wilson and

**RESOLVED:** that the overall proportions for committees set out in paragraph 3.6 be approved.

10     **AUDIT AND RISK COMMITTEE**

**RESOLVED:** that for the Municipal Year 2024/25

a) an Audit and Risk Committee be appointed in accordance with the Constitution of the Council comprising Councillor A Adams, B Bond MBE, C Evans, J Michell, M Perry, S Szalapski, W Fisher, S Dufty

b) Councillor J Michell be appointed Chairman of the Audit and Risk Committee

c) Councillor A Adams be appointed Vice-Chairman of the Audit and Risk Committee

11     **LICENSING AND REGULATORY COMMITTEE**

**RESOLVED:** that for the Municipal Year 2024/25

a) a Licensing and Regulatory Committee be appointed in accordance with the Constitution of the Council comprising Councillors A Adams, M Barrow, M Davies, C Evans, R Heseltine, M Jackson, V Merrick, J Michell, B Williams, D Williams, P Allen, R Nelson, S Harper-Wallis, G Burnett, J Brindle

b) Councillor V Merrick be appointed Chairman of the Licensing and Regulatory Committee

c) Councillor M Barrow be appointed Vice-Chairman of the Licensing and Regulatory Committee

12      **OVERVIEW AND SCRUTINY COMMITTEE**

**RESOLVED:** that for the Municipal Year 2024/25

- a) a Overview and Scrutiny Committee comprising all members of the Council who are not members of the Cabinet be appointed in accordance with the constitution of the Council
- b) Councillor M Davies be appointed Chairman of the Overview and Scrutiny Committee
- c) Councillor V Chapman be appointed Vice-Chairman of the Overview and Scrutiny Committee

13      **ASSET SCRUTINY PANEL**

**RESOLVED:** that for the Municipal Year 2024/25

- a) an Asset Scrutiny Panel be appointed in accordance with the Constitution of the Council comprising Councillors V Chapman, M Davies, P Davis, M Perry, W Sutton, B Cope, Dr P Harrison MBE
- b) Councillor M Perry be appointed Chairman of the Asset Scrutiny Panel
- c) Councillor M Davies be appointed Vice-Chairman of the Asset Scrutiny Panel

14      **WELLBEING SELECT COMMITTEE**

**RESOLVED:** that for the Municipal Year 2024/25

- a) a Wellbeing Select Committee be appointed in accordance with the Constitution of the Council comprising Councillors M Barrow, V Chapman, C Evans, D Holmes, W Sutton, S Szalapski, B Williams, K Williams, R Nelson, Dr P Harrison MBE, F Hopkins, J Ashley
- b) Councillor V Chapman be appointed Chairman of the Wellbeing Select Committee
- c) Councillor M Barrow be appointed Vice-Chairman of the Wellbeing Select Committee
- d) Councillor K Perry MBE was confirmed as the County Lead Member

15      **PLANNING COMMITTEE**

**RESOLVED:** that for the Municipal Year 2024/25:

- a) a Planning Committee be appointed in accordance with the Constitution of the Council comprising Councillors H Adams, M Barrow, V Chapman, P Davis, R Duncan, M Evans, R Heseltine, D Holmes, V Kelly, K Perry MBE, R Reade, W Sutton, B Cope, C Steel, S Harper-Wallis, G Spruce, G Burnett, J Ashley
- b) Councillor M Evans be elected Chairman of the Planning Committee
- c) Councillor B Cope be elected Vice-Chairman of the Planning Committee

16      **STANDARDS AND RESOURCES COMMITTEE**

**RESOLVED:** that for the Municipal Year 2024/25

a) a Standards and Resources Committee be appointed in accordance with the Constitution of the Council comprising Councillors M Barrow, B Bond MBE, M Davies, P Davis, S Duncan, D Holmes, S Szalapski, R Reade, P Allen, Dr P Harrison MBE, G Burnett, J Brindle

b) Councillor B Bond MBE be appointed Chairman of the Standards and Resources Committee

c) Councillor D Holmes be appointed Vice-Chairman of the Standards and Resources Committee

d) Parish Councillors R Tucker, M Roberts, L Emery, C Taylor, K Elder and Dr R Taylor be appointed to the Standards and Resources Committee

17      **STANDARDS AND RESOURCES SUB-COMMITTEE - HEARINGS**

**RESOLVED:** that for the Municipal Year 2024/25

a) a Standards and Resources Hearings Sub Committee be appointed in accordance with the Constitution of the Council comprising Councillors P Allen, B Bond MBE, G Burnett, P Davis, S Duncan, D Holmes

b) Parish Councillors R Tucker, C Taylor, R Taylor be appointed to the Standards and Resources Hearings Sub Committee

18      **STANDARDS AND RESOURCES SUB-COMMITTEE - ASSESSMENT**

**RESOLVED:** that for the Municipal Year 2024/25

a) a Standards and Resources Assessment Sub Committee be appointed in accordance with the Constitution of the Council comprising Councillors M Barrow, J Brindle, M Davies, Dr P Harrison MBE, R Reade, S Szalapski

b) Parish Councillors M Roberts, L Emery, K Elder be appointed to the Standards and Resources Assessment Sub Committee

19      **DISCIPLINARY AND GRIEVANCE APPEALS COMMITTEE**

**RESOLVED:** that for the Municipal Year 2024/25 a Disciplinary and Grievance Appeals Committee be appointed in accordance with the Constitution of the Council comprising Councillors R Heseltine, M Jackson, D Kinsey BEM, V Merrick, R Perry, C Steel, Dr P Harrison MBE

20      **DISCRETIONARY HOUSING PAYMENTS SCHEME**

**RESOLVED:** that Councillors H Adams, S Duncan, R Heseltine, D Holmes, R Lees BEM, D Williams, C Steel, S Harper-Wallis be appointed members from whom the Municipal Year 2024/25 panels will be drawn to consider disputes arising from the Discretionary Housing Payments Scheme

21      **INVESTIGATORY AND DISCIPLINARY COMMITTEE**

**RESOLVED:** that for the Municipal Year 2024/25 an Investigatory and Disciplinary Committee be appointed in accordance with the Constitution of the Council comprising Councillors H Adams, R Lees BEM, J Michell, M Perry, D Williams, W Fisher, S Dufty

**22 HOUSING REVIEW PANEL**

**RESOLVED:** that for the Municipal Year 2024/25 a Housing Review Panel be appointed in accordance with the Constitution of the Council comprising Councillors R Heseltine, V Kelly and C Steel; and Councillors R Lees BEM, A Adams and P Allen be appointed as Substitute members

**23 LOCAL JOINT COMMITTEE**

**RESOLVED:** that for the Municipal Year 2024/25 a Local Joint Committee be appointed in accordance with the Constitution of the Council comprising Councillors V Kelly, R Lees BEM, R Perry, B Williams, B Cope, Sam Harper-Wallis

**24 LOTTERY ADVISORY PANEL**

**RESOLVED:** that for the Municipal Year 2024/25 a Lottery Advisory Panel be appointed in accordance with the Constitution of the Council comprising Councillors;

Locality 1 – S Harper-Wallis and V Kelly  
Locality 2 – D Holmes and S Szalapski  
Locality 3 – J Brindle and C Steel  
Locality 4 – M Barrow and R Heseltine  
Locality 5 – M Perry and V Wilson

**25 PERSONAL DEVELOPMENT REVIEW AND APPOINTMENTS PANEL**

**RESOLVED:** that for the Municipal Year 2024/25 a Personal Development Review and Appointments Panel be appointed in accordance with the Constitution of the Council comprising Councillors B Bond MBE, M Davies, R Lees, V Wilson, B Cope, F Hopkins

**26 APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES**

**RESOLVED:** that for the Municipal Year 2024/25 the following appointments be made to Outside Bodies;

**(1) STAFFORDSHIRE COUNTY COUNCIL:-**

**(a) Health Select Committee**

Chairman of Wellbeing Select Committee - Councillor Val Chapman  
(Substitute – Councillor Meg Barrow)

**(b) Staffordshire Planning Forum**

Cabinet Member for Business Enterprise and Community Infrastructure -  
Councillor Victoria Wilson (Substitute – Councillor Roger Lees BEM)

**(c) Corporate Parenting Panel**

Councillor Wendy Sutton

**(2) Bilbrook Playing Fields Committee**

Councillor Gary Burnett

**(3) 2078 Boscobel Squadron Air Training Corps**

Councillor Rob Duncan

**(4) Campaign to Protect Rural England**

Cabinet Member for Community Services and Climate Change - Councillor Kath Perry MBE

**(5) Cannock Chase Area of Outstanding Natural Beauty Joint Committee**

Cabinet Member for Business Enterprise and Community Infrastructure – Councillor Victoria Wilson (Substitute – Councillor Kath Perry MBE)

**(6) Codsall Village Hall and Playing Fields Committee**

Councillors Meg Barrow and Val Chapman

**(7) Environmental Protection UK**

Cabinet Member for Community Services and Climate Change Councillor - Kath Perry MBE and Councillor Matthew Jackson

**(8) Forest of Mercia Members' Advisory Panel**

Councillors Bob Cope and David Williams

**(9) Four Ashes Energy Recovery Facility Local Liaison Committee**

Cabinet Member for Business Enterprise and Community Infrastructure - Councillor Victoria Wilson plus Councillors Bob Cope and Wendy Sutton

**(10) Hilton Main Recreation and Social Welfare Fund Grant Panel**

Councillor Bob Cope

**(11) Marsh Recreation Ground and Community Centre Trust**

Councillor Greg Spruce

**(12) Leisure Centre Management Committees**

**(a) Cheslyn Hay Leisure Centre**

Councillors Ray Perry and Bernard Williams

**(b) Codsall Leisure Centre**

Councillors Meg Barrow and Val Chapman

**(c) Wombourne Leisure Centre**

Councillors Dan Kinsey BEM and Victoria Wilson

**(13) Local Government Association**

**(a) Association**

Primary Representative – Leader of the Council  
2nd Representative – Deputy Leader of the Council

**(b) District Council Network**

Leader of the Council

**(14) Midlands Joint Advisory Clean Air Council**

Cabinet Member for Community Services and Climate Change - Councillor  
Kath Perry MBE

**(15) Monckton Recreation Management Committee**

Councillor Andy Adams

**(16) PATROL (Traffic Penalty Tribunal) Adjudication Joint Committee**

Cabinet Member for Regulatory Services - Councillor Rita Heseltine  
(Substitute – Cabinet Member for Business Enterprise and Community  
Infrastructure - Councillor Victoria Wilson)

**(17) PFCC Strategic Community Safety Forum**

Councillor Vince Merrick

**(18) Shoal Hill Common Joint Committee**

Councillors Helen Adams, Bob Cope and David Williams

**(19) Sow and Penk Internal Drainage Management Board**

Councillor Victor Kelly (by agreement with Stafford Borough Council)

**(20) Staffordshire Destination Management Partnership Board  
(Enjoy Staffordshire)**

Cabinet Member for Business Enterprise and Community Infrastructure -  
Councillor Victoria Wilson

**(21) Staffordshire Joint Police and Crime Panel**

Leader of the Council (Substitute Councillor Vince Merrick)

**(22) Staffordshire Playing Fields Association**

Councillor Kath Perry MBE

**(23) Trysull and Seisdon Playing Fields Committee**

Councillor Victoria Wilson

(To hold office from AGM of the Management Committee in October 2024  
to the AGM in October 2025)

**(24) West Midlands Employers**

Confirmation of appointment of the Chief Executive and Leader of the Council

**(25) Wolverhampton Business (Halfpenny Green) Airport Consultative Committee**

Councillors Roger Lees BEM and Victoria Wilson

**(26) Wombourne and District Community Association**

Councillor Dan Kinsey BEM

**(27) Saredon Quarry Liaison Committee**

Councillor Bob Cope

**(28) Seisdon Quarry Liaison Committee**

Councillor Victoria Wilson

**(29) iESE**

Councillor Roger Lees BEM

**(30) Staffordshire Sustainability Board**

Cabinet Member for Community Services and Climate Change - Councillor Kath Perry MBE

**(31) Staffordshire Leaders Board**

Leader of the Council

27     **INDEPENDENT MEMBERS' REMUNERATION PANEL**

**RESOLVED:** that for the Municipal Year 2024/25 an Independent Members' Remuneration Panel be appointed in accordance with the Constitution of the Council comprising;

Mr R Garbett - Retired Businessman

Mr A McLaughlin - Local Businessman

Alderman R Wright - Former Councillor

Mr J Giffard - Former Chief Constable of Staffordshire

28     **APPOINTMENT OF INDEPENDENT PERSON**

**RESOLVED:** that Stephen Cork be appointed as the Independent Person for the Municipal Year 2024/25

29     **APPOINTMENT OF INDEPENDENT MEMBERS OF COMPLAINTS PANEL**

**RESOLVED:** that for the Municipal Year 2024/25 S Cork, N Davies and



A Hamlyn be appointed as Independent Members to the Council's Complaints Panel.

30      **CALENDAR OF MEETINGS 2024 -2025**

A revised calendar of meetings had been circulated. It was proposed by Councillor Roger Lees BEM and seconded by Councillor Victoria Wilson and **RESOLVED:** that the Calendar of meetings be approved

31      **QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 11.4**

There were no questions pursuant to Council Procedure Rule 11.4

32      **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman of the Council, Councillor Dan Kinsey BEM, announced that he was attending a number of civic events in May including the Royal Garden Party. The Chairman's Civic Sunday will be held on 30 June at St Benedict's, Wombourne. The Chairman will be undertaking a fund-raising skydive on 10 August.

The Meeting ended at: 19:58

**CHAIRMAN**