

# Heath Hayes & Wimblebury Parish Council

**You are hereby invited to a meeting of the Parish Council  
To be held on Wednesday 6<sup>th</sup> January 2021  
Commencing 7.30pm**

## **Remotely on Zoom**

<https://us02web.zoom.us/j/83023169192>

Attachments available on request

## **A G E N D A**

**1. Apologies**

To consider and approve the apologies.

**2. To Approve the Minutes of the meetings held on the 2<sup>nd</sup> December 2020**

Attachment (1)

**3. Declarations of Interest**

**4. Public Participation**

Residents are invited give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public wishing to raise issues which are not on the Agenda are asked to notify the Clerk at least 8hrs before the meeting. Members of the public may not take part in the Council meeting itself.

**5. Chairman's Announcements & County Council's update**

**6. Clerks Report**

Council to Note Clerks Report and Correspondence	Attachment (2)
Heath Hayes & Wimblebury Parish Plan	Attachment (3)
Good Councillors Guide Community Business 2020	Attachment (4)
Reaching out Guide to helping principal & local councils tackle loneliness	Attachment (5)

**7. Police Report**

Update

**8. Income & Payments**

Council to Note payments since the last report that had been authorised by the Audit and governance Committee. Attachment (6) Monthly Finance Report (7)

Council to note the Bank Reconciliation.

Reserves Brought Forward 31 <sup>st</sup> March 2020	£4,242.97
Income	£77,903.51
Payments	£47,247.91
Balance 23/12/2020	£34,898.57

**9. Planning**

Council to note the Planning Decisions & Applications authorised by the planning committee Attachment (8)

**10. Council to agree an amendment to the Council's Financial Regulations**

Attachment (9)

5.2 The RFO shall prepare a schedule of payments requiring authorisation, together with the relevant invoices, present the schedule to the Audit and Governance Committee by email.

11 (h) Where the value is above £500 the Clerk, RFO shall strive to obtain 3 estimates.

**11. Working in the Community**

Letter received from the Communities Cabinet Member for Stafford County Council Attachment (10)

**12. Awards Scheme**

Council to consider continuing with the Awards

- Person
- Young Person
- Business of the Year

**13. Newsletter**

Council to consider a quarterly Newsletter and appoint a co-ordinator.

**14. Agree 2021 Draft Meeting Dates**

Attachment (11)

**15. Items for Information or Future Agendas**

**16. Date of Next Meeting - Wednesday, February 2021 at 7.30pm**