

# **Heath Hayes & Wimblebury Parish Council**

You are hereby summoned  
to the Annual Parish Meeting and General Meeting of the Council.  
Commencing 7.00pm, on Wednesday 9<sup>th</sup> May 2018.  
Hayes Green Community Centre, Heath Way, Heath Hayes.

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

### **Annual Parish Meeting (Annual Assembly).**

1. Welcome to the meeting.
2. Presentation of Chair's Report for 2017/18.
3. Presentation of Certificates.
  - 3.1 – Citizen of the Year – Reverend Glynne Watkin.
  - 3.2 – Business of the Year – Tasty Bites, John Street, Wimblebury.
  - 3.3 – Young Person of the Year – Louis Shelton.
4. Presentation of grant cheques.
5. Public Participation, including reports from Community Groups.
  - 5.1 Mrs Jane Reynolds. SCVYS. Report on voluntary work in the area.

There will then be a break for light refreshments, after which, the Council AGM will start.

# **Annual General Meeting**

**1. Election of Chair for the 2018-19 Municipal Year.**

**2. Signing of Declaration of Acceptance of Office of Chair.**

**Chair's Announcements and public participation (30 minutes will be set aside if required, and the meeting adjourned, if any members of the public wish to raise any issues or ask any questions).**

**3. Consideration of any apologies received in writing before the start of the meeting.**

**4. Election of Vice-Chair.**

**5. Declarations of Interest and Dispensations on Agenda Items.**

**6. To consider Committee Representatives: (Existing in brackets).**

6.1 Planning (Cllrs D. Baker, L. Bullock, D. Marsden).

6.2 Human Resources. (Cllrs D. Baker, D. Marsden).

6.3 Youth & Community (Cllrs J. Bernard, A. Bernard, J. Cooper, D. Hill, D. Todd).

6.4 Heath Hayes Cabin Committee (Cllrs J. Bernard, D. Todd, A. Dean, M. Dean).

6.5 Hayes Green Community Centre (Cllrs A. Bernard, J. Bernard).

6.6 Sustainability Issues (Cllr J. Bernard).

6.7 Heath Hayes & Area Senior Citizens' Support Group (Cllr D. Todd).

6.8 District Council Standards Sub-Committee (Cllr A. Bernard).

6.9 Wimblebury Community Association (Cllrs D. Hill).

6.10 Open Spaces (Cllrs A. Bernard, D. Baker, D. Todd).

6.11 Christmas Lights (Cllr A. Bernard).

**7. To Approve the Minutes of the Meeting held on 4<sup>th</sup> April 2018.**

**8. Matters Arising from the Minutes.**

**9. Planning;**

9.1 Applications dealt with by the Planning Committee.

9.2 Decisions reported by the District Council.

**10. To note and consider the approval of the Clerk's Reports, including;**

10.1 Heath Hayes Cabin.

10.2 Hayes Green Community Centre.

10.3 Parish Council Report.

10.4 Annual report for 2017/18.

**11. Heath Hayes Cabin.** Consideration of all matters concerning the demolition of the unit including acceptance of quote.

**12. Hayes Green Community Centre.** Consideration of all matters concerning the works at the Centre including confirmation of the Council's aims for hirings.

**13. Report of Meetings.**

**14. Traffic Matters – Consideration of issues.**

14.1 Lichfield Road Cycle Route.

14.2 Mill Green Island – Naming project.

14.3 Potholes.

**15. Consideration of continuation of an allowance to be used at the Chair's discretion to fund a project or activity that would not be otherwise authorised and reported to the Council. (Currently £250).**

**16. Encroachment of deer in the area.** Consideration of situation and any further action.

**17. Cannel Mount – Current position and consideration of any developments.**

**18. Accounts for 2017/18 Financial Year. To consider approval of;**

18.1 Accounts for 2017/18.

18.2 Bank Reconciliation.

18.3 Statement of Variance.

18.4 Annual Return.

18.5 Annual Governance Statement.

18.6 Annual Internal Audit Report.

**19. Cannock Chase Council – Youth Endeavour Award.** Consideration of making a nomination.

**20. Ongoing Council Projects.**

20.1 Defibrillators.

20.2 Request to acquire land in Chapel Street, Heath Hayes.

20.3 Bus Services in the area.

20.4 Heath Hayes Library.

20.5 School Parking issues.

20.6 Poplars Recycling.

20.7 Christmas Lights.

**21. Remembrance Commemoration.** Further consideration of events and projects.

21.1 Remembrance Sunday.

21.2 "There but not there" silhouettes.

21.3 Commemorative benches.

21.4 Liaison with St John's Church and local schools.

- 22. Protocol for marking the death of the Sovereign or other Member of the Royal Family.** Consideration of participation.
- 23. Consideration of grant to Heath Hayes Academy to assist with an ongoing gardening project.**
- 24. To note incoming and outgoing correspondence;**
- 25. Accounts for Payment - As per separate report.**
- 26. Items for Information or Future Agendas.**
- 27. Date of Next Meeting – Wednesday 6<sup>th</sup> June 2018.**

**Clerk R. Smythe. CMC. FILCM. 1<sup>st</sup> May 2018  
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