

# Heath Hayes & Wimblebury Parish Council

## Minutes of the Parish Council Held on Wednesday 6<sup>th</sup> January 2021 at 7.30pm

### Remotely on Zoom

**Present:** Cllrs M Buttery (Chairman), J Aston, D Bennett, J Bernard, L Bullock, P Dadge, A Fitzgerald, P Haden, P Hewitt, D Todd, S Thompson

**In Attendance:**

Parish Clerk: Mrs L Bowman  
Members of the Public: 2

**01/21/1.0 Apologies**

Apologies received from Cllr P Ferraby.

**01/21/2.0 To Approve the Minutes of the meetings held on the 2<sup>nd</sup> December 2020**

The Minutes of the meeting held on the 2<sup>nd</sup> December 2020 were approved as a true record.

**01/21/3.0 Declarations of Interest**

Cllrs A Fitzgerald, D Todd & S Thompson – Planning

**01/21/4.0 Public Participation**

None

**01/21/5.0 Chairman's Announcements & County Council's update**

The Chairman shared his condolences on behalf of the whole Council for the passing of Councillor David Baker. Various Councillors offered kind words of condolence and a minute's silence was held.

**01/21/5.1** The Chairman advised the Council that the Clerk had spoken to the elections office and agreed out of respect the notice of a casual vacancy would not be displayed until the end of January. If an election should be called: Government guidance - no election to be held until May due to Covid. May Elections Currently: Crime, Fire & Police, County & District Council and Rugeley Town Council. The elections office advised that another election would not be possible at this time, therefore should an election be called for the Parish this would not go ahead until June.

**01/21/5.2** County Council J McMahon updated the Council on the Covid-19 situation within Staffordshire. The new variant was around 70% more contagious with Staffordshire South being marginally worse. Cllr McMahon reiterated the importance of hands, face and space. Lateral Flow tests would be used in all critical businesses, along with businesses employing more than 200 employees, this would help break the flow of transmission. As soon as a regular supply of the vaccines were available, he advised that the Primary Care Network which was NHS led had the capacity to vaccinate up to 70,000 people per week.

Clerk: Mrs L Bowman  
Hayes Green Community Centre, Heath Way, Heath Hayes  
Phone: 01543 624807 Email: clerk@hhandw.org.uk

### 01/21/6.0 Clerks Report

The Council noted the Clerks Report and Correspondence

- The Clerk continued to work from home whilst the Community Centre was closed.
- Various grant application enquires had been made, Grant application forms had been emailed to those that had made a request, to date only one application form had been returned.
- The Christmas Tree Lights would be switched off on the 5<sup>th</sup> January, arrangements would be made to remove the lights from the Christmas Trees on the islands in Heath Hayes & Wimblebury and dispose of the Christmas Trees.
- Update from the Parish Gardener, work undertaken at Bank Street, Car Park
  - Strimmed grass areas either side of entrance
  - Strimmed weeds and raked up leaves gathered along the curbed areas of this area
  - Trimmed back overgrown hedge to the left-hand side of the entrance. Unable to do it all due to two cars parked. Will complete this final area in January.
  - Using the blower, cleared leaves, twigs etc from the main car park. All waste bagged up and disposed of.
- Heath Hayes & Wimblebury Parish Plan
- Good Councillors Guide Community Business 2020
- Reaching out Guide to helping principal & local councils tackle loneliness

### 01/21/7.0 Police Report

Unfortunately, an update had not been received.

### 01/21/8.0 Income & Payments

01/21/8.1 No Income had been received since the last report.

01/21/8.2 The Council noted the payments since the last report that had been authorised by the Audit and Governance Committee.

08/12/2020	PC Paramedics Solutions	£ 160.50	Christmas Tree Lights
08/12/2020	Mrs Laurie Bowman	£ 57.60	Christmas Tree Stakes
08/12/2020	AA Hewitt	£ 46.00	Batteries Christmas lights
22/12/2020	Administration Expenses	£5,332.36	Salary, Pension, HMRC, Christmas Street Lights
22/12/2020	Staffordshire Parish Councils Association	£ 60.00	Planning Training Course
22/12/2020	Turnock Limited	£7,736.40	Christmas Street Lights for Heath Hayes, Norton Canes & Hednesford
18/12/2020	Hednesford Town Council	-£3,963.70	Christmas Street Lights for Hednesford
	<b>Total</b>	<b>£9,429.16</b>	

01/21/8.3 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

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### 01/21/9.0 Planning

Cllr Bullock advised the Council on the Planning Decisions & Applications received during December by the planning committee.

Application Number	Date	Location	Description	Comments
CH/20/228 <b>Granted</b> <b>09/12/2020</b>	02/07/2020	26 Hawthorne Road, WS12 0RX	Creation of a new parking space in the front garden.	No Objections
CH/20/269 <b>Granted</b> <b>03/12/2020</b>	27/07/2020	69 Meadow Way, WS12 3YG	Change of Use of land to incorporate into garden. Repositioning of boundary fence.	Council consider it closes the alley way in and makes it feel dark and unsafe to walk down
CH/20/356 <b>Granted</b> <b>01/12/2020</b>	14/10/2020	19 Keys Close WS12 2GX	Two Storey extension to side of property including over existing garage.	No Objections
CH/20/372 <b>Granted</b> <b>10/12/2020</b>	22/10/2020	50 Kings Croft WS12 2GT	Demolish existing double garage, erect detached dwelling with double garage & replace double garage to existing home.	No Objections
CH/20/411	27/11/2020	8 Elder Close, WS11 7WB	Two Storey side and rear extension.	No Objections
	08/12/2020	Boston Close and Bank Street	Staffordshire County Council propose to make a Traffic Order under the Road Traffic Regulation Act 1984 to introduce No Waiting at Any Time.	No Objections
CH/20/430	10/12/2020	1 Hodnet Place, WS11 7YF	Ground floor rear extension and new site boundary fence and walls.	No Objections
CH/40/435	14/12/2020	West Midlands Designer Outlet, Mill Green, Eastern Way, Cannock, WS11 7JU	Minor Material Amendment to alter Condition 35 (Q) of Planning Permission CH/17/279 to allow for click & collect services.	No Objections
CH/20/438	16/12/2020	42 Attingham Drive, WS11 7YB	Proposed single Storey side and rear extension.	No Objections

**01/21/10.0 Council to agree an amendment to the Council's Financial Regulations**

Council agreed the following amendments.

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.

**01/21/11.0 Working in the Community**

Cllr P Hewitt spoke about correspondence received from the Communities Cabinet Member for Staffordshire County Council. He stressed the importance on working with local groups, he considered the Council had improved. Regular litter picks, supporting the community café, prizes for local shops, Remembrance Sunday and Christmas lights. Cllr Hewitt made some suggestions for further discussion: Environment, Cannel Mount, Heath Hayes Library, Local Police.

**01/21/12.0 Awards Scheme**

Council agreed to continue with the Awards

- Person
- Young Person
- Business of the Year

Council added a new Covid Volunteer Award. The Clerk would create a nomination form ready for the next Council meeting and advertise on the Council Facebook page and website.

**01/21/13.0 Newsletter**

Council to consider continuing with a quarterly Newsletter. Council agreed to an online newsletter and appointed Cllr Thompson, Cllr Hewitt and Cllr Fitzgerald as co-ordinators. The Clerk to obtain quotes.

**01/21/14.0 Agree 2021 Draft Meeting Dates**

6 Councillors voted with the suggested meeting dates, A council meeting be held every 5 weeks  
4 Councillors voted to keep full Council Meetings to the 1<sup>st</sup> Wednesday of the month.

**Resolved:** To accept new meeting dates.

**01/21/15.0 Items for Information or Future Agendas**

Facebook – Public Participation  
Working in the Community

**01/21/16.0 Date of Next Meeting - Wednesday, 3<sup>rd</sup> February 2021 at 7.30pm**

**Meeting Ended at 9.03pm**

Signed:  .....

Dated: 06-02-2021 .....