

Heath Hayes & Wimblebury Parish Council.

Minutes of the Parish Council Meeting.
Held on Wednesday 5th September 2018.
Hayes Green Community Centre.

Present:

Cllrs A. Dean (Chair), J. Aston, A. Bernard, J. Bernard, L. Bullock, M. Dean,
D. Marsden, D. Todd, G. Wiggin, C. Woods.

In Attendance:

Clerk, R. Smythe.
County Councillors J. McMahon. B. Jones.
Cannock Chase Councillor D. Snape.
S. Thompson, R. Howell, J. Reid.

Chair's Announcements and Public Participation.

S. Thompson thanked the Clerk or his assistance with the litterpicking project and for his efforts to help improve the position with the fly-tipping and recycling arrangements.

It was reported that an update about speed recording in the area was expected from County Councillor P. Hewitt when the figures were known.

R. Howell thanked the Clerk for his assistance and help with the Cherished Coffee Shop.

Cllr A. Dean read out a statement about his hopes for the Council up to the next election. (Appendix A). He summarised the recent achievements and future projects, in particular Cannel Mount and asked for the Council to operate positively and constructively to allow the Clerk to concentrate on Council projects.

Cllr A. Dean said that it was nice to receive the good news about Cllr Dave Baker and wished him all the best for his continued recovery.

County Councillor Phil and Adrienne Hewitt were congratulated on their recent marriage.

1. Apologies. Consideration of acceptance of any apologies received in writing before the meeting.

The meeting began at 7.37pm with the acceptance of written apologies received from Cllr D. Baker. Owing to Cllr Baker recovering from an operation, he had informed the Council in advance of his absence and had now informed the Clerk that he hoped to be able to attend the December meeting. The Council was very pleased to hear of his recovery, accepted the reasons for his absence and hoped to see Cllr Baker in December. The six month rule thereby, being extended for compassionate reasons.

Verbal apologies were received on behalf of Cllr J. Cooper.

RESOLVED: TO ACCEPT THE APOLOGIES.

Apologies were also received from: P. Hewitt. A. Hewitt. M. Sutherland. B. Jones.

2. Declarations of Interest and Dispensations on Agenda Items.

Item 15. Hayes Green Community Centre. Cllr C. Woods (Wife employed by HGCC).

RESOLVED: NOTED.

3. To Approve the Minutes of the meeting held on 4th July 2018 and consideration of any matters not arising on the agenda.

Approval of the minutes was proposed, seconded and agreed. There were no matters arising that were not dealt with elsewhere.

RESOLVED: TO APPROVE THE MINUTES.

4. Planning:

4.1. Applications dealt with by the Planning Committee.

- **18/272 – 30 LANGTREE CLOSE, HEATH HAYES.** Second storey extension within existing developed footprint to provide 5th bedroom and extended family bathroom to upstairs of dwelling.
- **18/279 – 1 ROBINS CROFT, HEATH HAYES.** Proposed demolition of existing conservatory and replace with single and two storey side extension.
- **18/285 – 54 DEAVALL WAY, HEATH HAYES.** Two storey side extension (amended).

.....Chair

4.2 Decisions reported by Cannock Chase Council.

The Council noted the approval of the following application;

- **18/195 – 10 ST LAWRENCE DRIVE, HEATH HAYES.** Two storey side extension over existing garage and internal alterations.
- **18/228 – 23 HORSESHOE DRIVE, WIMBLEBURY.** Erection of three metre high boundary wall and raising of levels to allow expansion of driveway.

RESOLVED: NOTED.

5. Litter in the area. Consideration of a joint project with County Councillor P. Hewitt to provide equipment for litter pick.

5.1 It was reported that there was an event (Number 3) on Monday 6th August. Participants met at the Hayes Green Centre and visited paths in the area that were not picked as part of existing Cannock Council programmes. A further event (Number 4) was held on Friday 17th August. The next one was due to be held on Saturday 8th September.

5.2 The Council had been invited to participate in a joint project to obtain equipment Needed on the Litter Picks. Should the Council wish to donate £200, County Councillor Phil Hewitt had offered £200 from his funds.

Cllr A. Bernard was not in favour of the proposal.

The Clerk went on record to state that he advised the Council against refusing the donation as it would be contrary to the Council's aims.

It was proposed by Cllr L. Bullock, seconded by Cllr D. Marsden and agreed to accept the offer of joint funding and donate £200. The vote was carried nine to one.

Cllr A. Bernard wanted it recorded that she voted against.

RESOLVED: TO ACCEPT THE OFFER OF JOINT FUNDING.

6. Land between Chapel Street and Cannock Road. Current position and consideration of joint project with County Councillor J. McMahon to improve security.

County Councillor McMahon had requested that this item was deferred.

RESOLVED: DEFERRED.

.....Chair
7. Traffic Issues in the area.

7.1 Gorsemoor Road at Hednesford Road. Current position and consideration of joint project with County Councillor J. McMahon to install double yellow lines.

County Councillor McMahon had requested that this item was deferred.

RESOLVED: DEFERRED.

8. Remembrance Events and Issues

8.1 Sunday 11th November. Confirmation of Arrangements.

It was agreed that the arrangements would be for a 9.30am assembly at the Heath Hayes Constitutional Club. A 10.00am Service at Bourne Church, followed by a march with the Cannock Chase Drum Corps to the Memorial Gates for a reading by Reg Fullelove. Then a return to the Constitutional Club and dispersal.

The Council agreed to make the appropriate arrangements and act as liaison with St John's Church, Bourne Methodist Church, Mr Reg Fullelove, Police, Scouts, and to obtain four wreaths. (Two for Heath Hayes and two for Wimblebury. The Council lay wreaths to remember the women who had fallen in the service of their country). These were to remove after 12 weeks, considered to be a suitably respectful period.

The Council agreed to co-ordinate and report on the arrangements and to take into account the potential for increasing numbers attending the event. This was a community event that and it was hoped that the police would attend as in previous years. The event would be reviewed in December meeting. Councillors and their friends and families were invited to participate in marshalling the event.

8.2 Bench Silhouette. Consideration of donation.

The Council was pleased about the successful application for two silhouettes and agreed to donate one to St John's and one to the Bourne Methodist Church.

8.3 Tommy Silhouette.

The Council was extremely grateful to the Five Ways Inn for a donation of £750 to purchase a Tommy. The management, staff and customers were thanked for their generous and public spirited donations and given a certificate.

The Council wanted to place on record their thanks for the donation.

RESOLVED: TO CO-ORDINATE THE ARRANGEMENTS AS ABOVE.

.....Chair

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9. Confirmation of arrangements for event at Wimblebury War Memorial on Sunday 4th November.

Arrangements for 2018.

- The area will be checked prior to the event.
- The Union Flag will be raised.
- Assembly at 10.40am with a service and silence at 11am.
- Rev G. Watkin will officiate.
- Wreaths will be laid. Two from the Council.
- Invitations will be sent to Cannock Council, Staffordshire County Council and the MP.
- Staffordshire Police had been informed and would be attending as usual.
- The event will be advertised on the website, Facebook, Newsletter and noticeboards. This year, there will be no leaflets.
- To provide a frame for wreaths and crosses
- To review the future of the event in December.
- To install kerbstones around the grassed area.
- Cllr L. Bullock to place the wreath on behalf of the Council.

RESOLVED: ARRANGEMENTS AS ABOVE.

10. Newsletter – Consideration of items for inclusion in the autumn edition.

It was agreed to publish a newsletter, based on the draft circulated at the meeting and including articles about:

- Grant procedure.
- Defibrillators.
- Remembrance Sunday / Wimblebury Event.
- Hayes Green Community Centre / Events / Hire.
- Heath Hayes Park/Cannel Mount.
- Dementia Friendly.
- Meeting Dates.
- Cannel Mount.
- Cherished Coffee Shop.

RESOLVED: TO PUBLISH THE NEWSLETTER.

11. Cannel Mount. Current position.

A finalised draft lease was agreed for the Council to consider authorising.

11.1 Consideration of accepting the lease from the County Council.

.....Chair

It was proposed, seconded and agreed to accept the lease.

11.2 Consideration of guidelines for grant applications.

It was proposed, seconded and agreed to authorise the Clerk to use discretion to apply for any grants which may require applications to be completed between meetings. In such case, the Clerk would liaise with the Chair and report to the Council.

It was agreed to support the creation of a “Friends” group. Independent of the Council.

RESOLVED:

- **TO ACCEPT THE LEASE.**
- **TO SUPPORT THE CREATION OF AN INDEPENDENT FRIENDS GROUP.**

12. Accounts for 2017/18. Consideration of closure of audited accounts.

The accounts have been returned and all the figures have been agreed and accepted. There is no additional charge.

The Council does not operate a petty cash system, nor at the time of audit had any fixed assets and in future, there is a recommendation to put “Not Applicable” instead of “Yes”. This was agreed.

It was reported that the Council’s insurance requirements and Fixed Asset Register had been reviewed and updated with the inclusion of the Memorial Bench and Tommy Silhouette. It was proposed, seconded and agreed to accept the advice and close the accounts.

RESOLVED:

- **TO ACCEPT THE AUDITOR’S ADVICE.**
- **TO CLOSE THE ACCOUNTS.**

13. Confirmation of arrangements for annual grant scheme.

13.1 It was agreed to start the scheme and invite applications until 30th November. The scheme would be advertised on the website, Facebook, Newsletter, noticeboards and application forms left at the Library.

13.2 Applications would be determined in January 2019, confirmation of authorisation and presented at the Annual Parish Meeting in April (last meeting of Council).

13.3 It was hoped that all recipients would be present at the meeting.

RESOLVED: TO START THE GRANT SCHEME.

.....Chair

14. Christmas Lights. Consideration of alterations to existing plan.

It had previously been reported that the Council is in a three year agreement with Hednesford and Norton Canes Councils for 2017, 2018 and 2019. The budget was set at £3,000 for the 2018-19 financial year.

This remained unchanged.

15. Hayes Green Community Centre.

15.1 Current position and future action.

It was reported that the refurbishment of the Centre was nearing completion with just the carpet tile replacement left to do.

It was planned to make improvements to the Meeting Room in due course with an Honours Board, Trophy Cabinet, chairs and tables or one table.

15.2 Management Committee. Consideration of action to ensure membership is fit for purpose.

It was agreed to have all Councillors as Trustees and on the Management Committee.

RESOLVED: ALL COUNCILLORS TRUSTEES AND ON COMMITTEE.

16. Heath Hayes Library. Consideration for forego refund of room hire payment.

The Council had cancelled room hire at Heath Hayes Library following the move to the Centre and had received a letter asking if the money (assessed at £70) could be kept and used at the library.

Historically, the Council had been allowed free use of the library but donated a sum, based on £10 per meeting, to cover costs. It was agreed to agree to the request, to donate a further £30 and to express thanks for the past use of the library.

RESOLVED: TO DONE A FURTHER £30, £70 ALREADY PAID.

The meeting was suspended and resumed at this point to allow R. Howell to address the Council. (See Public Participation).

17. To note the incoming and outgoing correspondence.

The list of incoming and outgoing post, numbered 189 to 227/18 was noted.

RESOLVED: NOTED.

.....Chair

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18. Accounts for Payment - As per separate report.

The cheques, listed in Appendix A, were presented for payment.

Authority to pay the expenditure totalling £10,966.73 was proposed by Cllr J. Bernard, seconded by Cllr J. Aston and agreed. The Council noted income of £750, a donation from the Five Ways Inn.

RESOLVED: TO AUTHORISE THE LISTED PAYMENTS.

19. Date of Next Meeting - Wednesday 3rd October 2018.

The date of the monthly meeting was agreed as Wednesday 3rd October 2018. Cllr A. Dean thanked those present for their attendance and declared the meeting closed at 8.35pm.

RESOLVED: TO MEET ON 3rd OCTOBER 2018.

.....Chair