



# Heath Hayes and Wimblebury Parish Council

## Minutes of the Full Council meeting held at Hayes Green Community Centre at 6.30pm on Wednesday 12<sup>th</sup> March 2025

### PRESENT

Councillors	Beach	Harborow	Hewitt (part)	Hill (part)
	Preece	Theodorou	Whorton (part)	Wilson (Chair)

**In attendance:** Mrs S Buxton – Parish Clerk  
One member of the public

**3/25/218.0 Apologies**  
**Agreed** to accept the apologies of Cllrs E Aston, J Aston, Davies and Harper

**3/25/219.0 Election of Chair for the remainder of the municipal year**  
*Proposed: Cllr Hill; Seconded: Cllr Beach*  
**Agreed** that Cllr Wilson be elected Chair for the remainder of the municipal year  
Cllr Wilson will complete the Declaration of Office after the meeting

**3/25/220.0 Election of Vice Chair for the remainder of the municipal year**  
*Proposed: Cllr Wilson; Seconded: Cllr Harborow*  
**Agreed** that Cllr J Aston be elected Chair for the remainder of the municipal year  
The Clerk will arrange for Cllr J Aston to complete the Declaration of Office

Cllr Hewitt arrived

**2/25/221.0 Vacancy on the Parish Council**  
The vacancy resulting from the resignation of Cllr Bernard, is currently being advertised and electors have until midnight on 1<sup>st</sup> April 2025, to request an election.

**2/25/222.0 Declaration of personal& prejudicial interest in any item on the agenda**  
Cllr Harborow declared an interest on Grant Applications  
Cllr Wilson declared an interest on Planning

**3/25/223.0 To receive any requests for dispensation**  
None  
The Clerk will provide information on Dispensations to the next meeting

**3/25/224.0 Chair to close the meeting for public session**  
*Proposed: Cllr Wilson; Seconded: Cllr Hill*

Signed: L Wilson

Date: 2<sup>nd</sup> April 2024

**Agreed** to take items 3/25/240.0 Parish Council Domain and emails and Website next, to allow discussion in the public session

**3/25/225.0 Website**

During the move from one host to another, the website has reverted to an earlier version, which requires attention to ensure the council doesn't fail it's audit

*Proposed: Cllr Wilson; Seconded: Cllr Preece*

**Agreed** that arrangements be put in place to flip back to the old website/host, so that hopefully the information is up to date

Cllr Whorton arrived

**3/25.226.0 Emails**

A discussion took place re: the additional security requirements that accompany a .gov.uk domain, including multi-factor authentication, provision by M365 or Google Suite, and GDPR issues. The clerk will clarify this with Centro and arrange for emails for councillors not currently using council emails

**3/25/227.0 Chair to re-open the council meeting**

**3/25/228.0 Approval of the minutes of the last meeting**

*Proposed: Cllr Harborow; Seconded: Cllr Hill*

**Agreed** that the minutes of the meeting held on 5 February 2025 be signed as a true and correct record after the amended of Cllr Beach's name from Beatty.

**3/25/228.0 Matters Arising**

**3/25/228.1 Student Volunteers** – Cllr J Aston found out that previous contact had been with the wrong department so she is still investigating this

**3/25/228.2 Dead end off Hayes Way** – Cllr Preece reported that the district council maintain but they don't own it. The council discussed at length and at the present time, there appears to be no viable option for the area

**3/25/228.3 Taylor Wimpey** - they are proving to be very illusive and had been unable to get the 'right people' to the meeting tonight. The clerk will email to request they attend the meeting on 2 April 2025

**3/25/229.0 Council Chair and Vice Chair Reports**

**3/25/229.1 Councillor Declaration of Interests** – a declaration of interest form is still required from one councillor and a new form is required by a second councillor. The clerk will chase these up

**3/25/229.2 UKSP** - the chair reported on the final spend relating to the UKSP funding this year

**3/25/230.0 Committee Meetings**

The council noted the minutes of the following committee meetings:-

- Events, Youth Events, Youth, Community and Christmas Lights Committee held on 23<sup>rd</sup> September 2024
- Open Spaces and Sustainability Committee held on 23<sup>rd</sup> September 2025
- Events, Youth, Community and Christmas Lights Committee held on 17<sup>th</sup> February 2025

**3/25/231.0 Committee Memberships**

**3/25/231.1 Planning Committee**

*Proposed: Cllr Wilson; Seconded: Cllr Preece*

**Agreed** that Cllr Theodorou be appointed to the Planning Committee

**3/25/232.0 Audit and Governance/Personnel Committees**

*Proposed: Cllr Hewitt; Seconded: Cllr Hill*

**Agreed** that the Audit and Governance Committee would not deal with HR

*Proposed: Cllr Theodorou; Seconded: Cllr Whorton*

**Agreed** that a separate HR Committee be formed

*Proposed: Cllr Hewitt; Seconded: Cllr Wilson*

**Agreed** that the members of the HR Committee would be Cllrs Beach, Davies, Hill and Theodorou

**3/25/233.0 Committee Meeting Dates**

The next committee meetings will take place as follows:-

HR Committee – 26 March 2025 – 6.30pm

Audit and Governance Committee – 16 April 2025 – 6.30pm

Events, Youth and Community – 19 March 2025 – 6.30pm

Open Spaces & Sustainability – 19 March 2025 – 7.30pm

**3/25/234.0 Finance**

**3/25/234.1 Finance Reports – December 2024, January and February 2025**

**Agreed** to not the content of the Finance Reports for December 2024, January 2025 and February 2025

**3/25/234.2 Payments to be made**

*Proposed: Cllr Harborow; Seconded: Cllr Preece*

**Agreed** that the following payments be made:-

3.3.25	Centro	Website Hosting	£144.00
3.3.25	Centro	Register .gov.uk domain	£60.00
3.3.25	Centro	Domain/Website consultancy	£114.00
13.2.25	CPRE	Membership	£60.00
19.2.25	ESPO	Copy paper	£45.48
20.2.25	Lite Ltd	Initial survey of Wimblebury lighting columns	£270.00

**3/25/234.3 UKSPF**

*Proposed: Cllr Wilson; Seconded: Cllr Hill*

**Agreed** that the following list of items be approved for funding through the UKSPF funds at CCDC

Screwfix	05/02/2025	Generator	641.66
Nisbetts	17/02/2025	Folding Tables and Benches	399.98
Audio Installations	18/02/2025	P A System	996.16
Nisbets	18/02/2025	Popcorn/Candy Floss accessories	198.62
Nisbets	18/02/2025	CandyFloss/Popcorn Machines	764.98
Screwfix	18/02/2025	Chainsaw/Extension lead/accessories	320.95
Nisbets	20/02/2025	BBQ C Utensils	899.64
Inside Out	19/02/2025	Additional annual plants	389.00

Screwfix	19/02/2025	Bench repair and renovation	198.59
Caravan Accessories	21/02/2025	Mains Lead/Water Carrier/Coolbox etc	207.46
Nisbets	25/02/2025	Pizza Oven	709.99
Nisbets	25/02/2025	Catering Accessories for events	282.04
Nisbets	25/02/2025	Water Boiler	139.99
Nisbets	25/02/2025	First Aid C Fire Extinguisher	86.98
Event Branding	25/02/2025	Gazebo	638.00
Running Imp	25/02/2025	Feather First Aid Flag	119.97

**3/25/234.4 National Lottery Funding**

The council noted that it's application to the National Lottery for funding towards the 80<sup>th</sup> Anniversary of VE Day had been unsuccessful

**3/25/234.5 Bank Mandate**

The council noted that the clerk needs to arrange for the application for Cllrs Harborow and Davies to be added to the bank account with permission to view and authorise

**3/25/234.6 Christmas Lighting Wimblebury**

*Proposed: Cllr Wilson; Seconded: Cllr Beach*

**Agreed** to go ahead with the surveying of lamp posts and installation of the fixings on 5 lamp posts in Wimblebury to allow for the display of Christmas lights

**3/25/235.0 Clerk's Report****3/25/235.1 Tree and Shrub Maintenance**

*Proposed: Cllr Harborow; Seconded: Cllr Wilson*

**Agreed** that Green Escapes be asked to look at fallen trees on Cannel Mount and undertake his usual annual inspection of council trees and shrubs

**3/25/235.2 Clerk's Training**

*Proposed: Cllr Hewitt; Seconded: Cllr Whorton*

**Agreed** that the clerk can attend the Clerk's Bootcamp in May at cost of £85

**3/25/236.0 First Aid Training for Councillors**

To be carried forward to the next meeting

**3/25/237.0 Annual Parish Meeting**

**3/25/237.1 Date and Time** – this will take place on Wednesday 2 April 2025 at 6.00pm at HG Community Centre

**3/25/237.2 Refreshments** – a buffet will be provided by Cllr Davies, to the value of the last years buffett

**3/25/237.3 Awards** - the council discussed who would be presented with Citizen of the Year, Young Person of the Year and Business of the Year. It was noted that these had not been advertised in advance this year

**3/25/237.4 Grants**

*Proposed: Cllr Harborow; Seconded: Cllr Hill*

**Agreed** that the following grants be awarded, subject to organisations providing the relevant paperwork requested on the grant application and evidence of any grant spend from last year, and that the form be amended for next year

4th HH Brownies	£250.00
3rd HH Brownies	£250.00
3rd HH Rainbows	£250.00
Valley District Rangers	£250.00
1st HH Scouts	£200.00
1st HH Cubs	£200.00
1st HH Squirrels	£200.00
1st HH Explorers	£200.00
1st HH Beavers	£200.00
HH Academy PTA	£500.00
Five Ways Primary PTA – subject to the project going ahead	£500.00
Friends of HH Library	£500.00
Friends of HH Park	£500.00
Cannock Lions	£500.00
Burntwood & District Community First Responders	£500.00
St John's Lunch Club	£500.00
Community Life Church	£500.00
HH Art Society	£500.00
CC Drama Society	£500.00
Chase Grandparents	£500.00
<b>TOTAL</b>	<b>£7,500.00</b>

**3/25/238.0****Planning**

The clerk reminded councillors that she was unable to send in council responses to planning applications if at least three members of the planning committee responded

CH/25/0025	13 Meadowsweet Way	Lawful use/development cert app Application for the proposed lawful development of a single storey rear extension	No objection
CH/25/0038	20 Old Hednesford Rd, Cannock	Erection of a single storey rear extension	No objection
CH/25/0042	19 Sidon Hill Way, Cannock,	Erection of a first floor side extension	No objection
CH/25/0061	243 Hill St, Hednesford	Proposed erection of a detached dwelling and double garage following demolition of existing dwelling	Concern re: second development on the site
CH/25/0066	First Floor, 160-162 Parkin House, Hednesford Road	Single storey rear extension and external render to the existing first floor	No obj

**3/25/239.0****Tree Inspection**

Already dealt with earlier on the agenda

**3/25/240.0****Highways**

- 3/25/240.1 Site meeting with SCC Cllr and Officers** - Cllr Whorton reported that little could be done re: parking, road markings etc., due to lack of funding
- 3/25/240.2 Business parking – The Coppice** - residents are experiencing problems with clients from the dentist parking on their road  
*Proposed: Cllr Harborow; Seconded: Cllr Beach*  
**Agreed** that the clerk draft a letter to the dentist asking them to request that their clients park considerately when visiting the dentist and bring it to the next meeting

- 3/25/240.3 Double yellow lines – Hednesford Road**  
*Proposed: Cllr Harborow; Seconded: Cllr Wilson*  
**Agreed** that the council formally contact Highways to ask for a completion date for the work on the broken double yellow lines to be done, so that it can be reported to villagers

- 3/25/241.0 Facebook**  
It was noted that commenting on the group page had been turned off

- 3/25/242.0 Training**  
**3/25/242.1 Practitioners' Conference** - to be carried forward to the next meeting  
**3/25/242.2 Councillor training** – Cllr Theodorou would like to attend the training on the Role of the Internal Auditor. The clerk will book this

- 3/25/243.0 Police Report**  
The contents were noted

- 3/25/244.0 Devolution**  
Cllr Hewitt reported that SCC were voting on this at their meeting tomorrow (13<sup>th</sup> March 2025). SCC has been under huge pressure to put a timeline in place to move to a unitary authority, which it is suggested would include the whole of Staffordshire except for Stoke on Trent

Cllr Hill left the meeting

- 2/25/245.0 Items for Future Meeting**  
- Newsletter  
- Finger post – Five Ways Island

- 2/25/246.0 Date of Next Meeting**  
**Agreed** that the next meeting would take place on Wednesday 2 April, 2025, immediately following the Annual Parish Meeting

- 2/25/247.0 Exclusion of the Public**  
**Agreed** that the public be excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2

There being no other business the chair declared the meeting closed