

Heath Hayes & Wimblebury Parish Council

Minutes of the Parish Council Meeting Held on Wednesday 6th October 2021 Commencing at 7.30pm At Hayes Green Community Centre

Present: Cllrs M Buttery (Chairman), J Bernard, L Bullock, P Dadge, A Fitzgerald
P Theodorou, S Thompson, L Wilson

In Attendance:
Parish Clerk: Mrs L Bowman

Members of Public: 3

10/21/98.0 Apologies

Apologies received from Cllrs Cllr J Aston, P Haden, P Hewitt & Todd

10/21/99.0 To Approve the Minutes of the meetings held on the 1st September 2021

The minutes of the meeting held on the 1st September 2021 were approved as a true record.

10/21/100.0 Declarations of Interest Personal and Pecuniary

S Thompson and L Wilson - Planning
Cllr M Buttery - Substitute Planning

10/21/101.0 Public Participation

None.

10/21/102.0 Chairman's Announcements & County Council's update

The Chairman notified the Council of the by-election and expressed his disappointment, Councillors echoed their disappointment and waste of public money. The notice of the election would be published on the 14th October with an election date scheduled for the 18th November 2021.

Resolved: Council required poll cards to be distributed to each house in the Wimblebury ward.

The Chairman updated Council on the presentation that Cllr McMahon held re Doctor's appointments; overall appointment waiting times were improving. Cllr McMahon would appreciate feedback from residents.

Cllr Thompson advised Council that a defibrillator case had been purchased for Heath Hayes Park from her County Council community fund.

10/21/103.0 Clerks Report

Council noted the clerks report and correspondence.

- Speed Indicator Signs: The three speed indicator signs had been received and were stored at the community centre in a locked room, Staffordshire Highways would be installing the poles within the next few weeks.

- Ten miners books called: A Nations Tribute had been ordered to distribute to Heath Hayes Academy, Five Ways Primary School and Gorsemoor Primary School, each school would be given three books for the school's library and one copy for the Parish Council, each book had cost £10.
- An application to use Heath Hayes Park on the 23rd October for a farmers market had been requested to CCDC.
- Christmas lights: Structural tests had been completed on lamppost in Heath Hayes, Hednesford & Norton Canes. Permission application forms had been sent to Eon, Staffordshire Highways and Western Power.
- Christmas Trees: permissions for the Christmas trees to be positioned on the islands in Heath Hayes had been sent and permission granted.
- 2 large carved signs had been ordered, Little Chimps Nursery had kindly sponsored the Heath Hayes sign and Bains Pharmacy had sponsored the Heath Hayes sign, each sign would cost £175, each company would be invoiced direct.
- Newlands Park litter & weed had been successful with a few residents attending.
- All 4 defibrillators had been checked and registered on the circuit.
- Land at Arthur Street, the Clerk had received an email from Ciswo to confirm that they did not own this land, the coal board had been called 3 times, a reply had not been received.
- SPCA Courses attended:

Cllr M Buttery	-	Chairman's course
Cllr P Theodorou	-	Code of conduct course
Cllr J Bernard	-	Charity trust course.
- Bikeability: Staffordshire County Council outsource this to Cyclist Training Ltd, unfortunately, they are unable to offer a service to the Parish Council.

10/21/104.0 Police Report

Council noted the Police Report.

1st – 31st August 2021

ASB Personal Nuisance

- | | | |
|--------------|----------------|--|
| • 01/08/2021 | Boston Close | neighbour Dispute |
| • 05/08/2021 | Boston Close | neighbour Dispute |
| • 08/08/2021 | Boston Close | neighbour Dispute |
| • 08/08/2021 | Boston Close | neighbour Dispute |
| • 09/08/2021 | Almond Close | neighbour complaining about other neighbours |
| • 10/08/2021 | Melbourne Road | neighbour dispute |
| • 14/08/2021 | Hawthorne Road | neighbour dispute |
| • 15/08/2021 | Boston Close | neighbour dispute |
| • 15/08/2021 | Almond Close | neighbour dispute |
| • 31/08/2021 | Chapel Street | kids smashing bottles behind elderly residents' properties |

ASB Environmental Nuisance

- No issues regarding ASB Environmental Nuisance

Burglary Dwelling/ Residential

- No issues regarding Burglary dwelling/ residential

Burglary Business/ Commercial

- No issues regarding Burglary business/ commercial

Transport Related Issues

- 05/08/2021 Meadow way loud vehicle outside of address
- 14/08/2021 Hawthorne Road neighbour dispute, which involved vehicles
- 17/08/2021 Rochester way sus male, looking around vehicle
- 23/08/2021 Hawthorne Road neighbour dispute, which involved vehicles
- 23/08/2021 Hawthorne Road neighbour dispute, which involved vehicles
- 30/08/2021 Wimblebury Road three motorbikes riding towards people on Wimblebury park

Vehicle Crime

- 07/08/2021 Barn Way, Cannock Car broken into
- 09/08/2021 Hawthorne Road vehicle crime

1st - 29th September 2021

ASB Community Nuisance

- 03/09/2021 Hednesford Road, Heath Hayes
- 05/09/2021 Lawnswood Close someone looking through car and house windows
- 07/09/2021 St Pauls Close someone going up to people's house, marking the brick wall
- 07/09/2021 Post office Hednesford road
- 09/09/2021 Hodnet place drugs
- 12/09/2021 Hobart Road drug dealing
- 22/09/2021 Hemlock way

ASB Personal Nuisance

- 05/09/2021 123 Hobart Road neighbour dispute
- 06/09/2021 Deavall way someone loitering in the trees behind their house
- 08/09/2021 Hawthorne Road neighbour dispute
- 09/09/2021 Boston close neighbour dispute
- 09/09/2021 Cannock Road neighbour dispute
- 12/09/2021 Hawthorne Road neighbour dispute
- 13/09/2021 Hawthorne Road neighbour dispute
- 19/09/2021 Hawthorne Road neighbour dispute

ASB Environmental Nuisance

- No issues regarding ASB Environmental Nuisance

Burglary Dwelling/ Residential

- 03/09/2021 Wimblebury road
- 07/09/2021 Attingham drive offender(s) tried accessing the house through the backdoor and snapped the lock

Burglary Business/ Commercial

- No issues regarding Burglary business/ commercial

Transport Related Issues

- 01/09/2021 Asquith drive someone racing around on a motorbike, doing more than 30MPH
- 11/09/2021 Hawthorne Road neighbour dispute
- 12/09/2021 Hawthorne Road neighbour dispute
- 15/09/2021 Hemlock way abandoned car
- 20/09/2021 Tesco Heath Hayes cars revving engines

Vehicle Crime

- 04/09/2021 Tesco, Heath Hayes car broken into
- 15/09/2021 Cromwell Drive vehicle stolen

10/21/105.0 Income & Payments

10/21/105.1 Council noted the payments since the last report that had been authorised by the Audit and governance Committee and Monthly Finance Report.

Date	Payee	TOTAL
26/08/2021	Morelock Signs Ltd	£11,636.40
15/09/2021	EE	£22.13
22/09/2021	Trade UK	£100.95
22/09/2021	Staffordshire Parish Council Ass	£50.00
22/09/2021	Mazars	£408.00
22/09/2021	Administration Expenses	£3,395.28
24/09/2021	Came & Company	£1,653.21
24/09/2021	Staffordshire Parish Council Ass	£30.00
	TOTAL	£17,295.97

10/21/105.2 Parish Council Insurance Schedule

Council agreed the Insurance Policy renewed for the next year on a three-year deal.

10/21/105.3 Parish Council Cyber Insurance

Cllr P Theodorou advised Council of the benefit of Cyber Plus Insurance and suggested Council use SharePoint and had Council emails. Cllr P Theodorou would look into the overall cost.

10/21/106.0 Council noted the Bank Reconciliation.

Reserves Brought Forward 31 st March 2021	£28,411.49
Income	£63,925.74
Payments	£52,125.14
Balance 27 th September 2021	£40,212.09

10/21/107.0 Notice of Completion of Audit of the Accounts for the Year ended 31 March 2021

Council noted the Auditors comments.

10/21/107.1 Audited Annual Governance & Accountability Return 2020/21, Section 3- External Auditors Report and Certificate. An adjustment had been made to box 3 and 6 to reflect the community Infrastructure Levy. Council noted the external auditors report and certificate.

10/21/107.2 Mazars Completion Letter

Council noted the completion letter received from Mazars.

10/21/107.3 Notice of conclusion of the audit

Council noted the notice.

10/21/108.0 Planning Committee

10/21/108.1 Council noted the Planning Decisions & Applications authorised by the Planning Committee.

Planning Decisions

Application Number	Date	Location	Description	Comments
CH/21/0284 07/21/67.1 GRANTED 17/09/2021	01/07/2021	15, Wootton Close, WS11 7ZG	Garage conversion and new detached garage	No objection but would advise CCDC Planning Committee to do a site visit.
CH/21/0290 07/21/67.1 GRANTED 26/08/2021	01/07/2021	33, Ansty Drive, WS12 3TZ	First floor extension above the existing ground floor single storey extension at the front of the property. To also construct a 6' garden wall to replace the dilapidated fence line currently along the side of the property - stepping the line out to the back of the footpath edging (allowing for visibility splay to rear neighbour's property).	No objection.
CH/21/0310 09/21/87.1 GRANTED 27/08/2021	26/06/2021	Heath Way Street works	Proposed 5G Telecommunications Installation for H3G UK	No objection.
CH/21/0303 09/21/87.1 GRANTED 31/08/2021	07/07/2021	13 Eden Close, WS12 2EB	Single storey rear extension	No objection.
CH/21/0311 09/21/87.1 GRANTED 08/09/2021	14/07/2021	57 Stafford Street, WS12 2EH	Ground floor rear extension	No objection.
CH/21/0329 09/21/87.1 GRANTED 22/09/2021	29/07/2021	Golds Garage Cannock Road WS12 3HQ	Proposed upgrade of an existing base station consisting of the removal of 2 no flagpole antennae and the installation of a 20m monopole supporting 6 no. antenna removal of 2 no. cabinet, installation of 1 no. cabinet, 2 no racks together with ancillary development thereto.	No objection.

Planning Applications

CH/21/0366	01/09/2021	McArthur Glen Designer Outlet West Midlands, WS11 7JZ	EIA Screening Opinion: Erection of up to 13,055 sq m (GEA) of commercial units comprising retail uses at ground floor (Class A1), erection with associated access and hard/soft landscaping.	No objection.
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CH/21/0367	02/09/2021	Gypsy residential site, Stokes Lane, WS12 3HJ	Non-material Amendment pursuant to Planning Permission No. CH/20/198 to combine 2 No. proposed utility buildings into 1. No building.	No objection under the condition that it is never used for habitation.
CH/21/0368	06/09/2021	6, Strauss Drive, WS11 7UD	Lawful Development Certificate: Proposed Garage Conversion.	No objection.
CH/21/0373	08/09/2021	50, Kings Croft WS12 2GT	Appearance, landscaping, layout and scale.	No objection.
CH/21/0375	08/09/2021	217, Wimblebury Road, WS12 2EP	Two Storey rear extension	No objection.
CH/21/0380	10/09/2021	151, Hednesford Road, WS12 3HN	Proposal for No.1 Maisonette Style Studio to the rear of an Existing Post Office. Access to the Post Office to be retained	Object over intensive development.

Council had no objection to:

CH.13/09/721 EIA SCOPING OPINION REF.NO. <u>SCC/21/0031/EIA- SCO</u>	21/09/2021	Poplars Waste Disposal Site, Lichfield Road, CANNOCK, WS11 8NQ	Request for a EIA scoping opinion in connection with proposals to retain the Poplars Anaerobic Digestion facility approved under planning permission	No objection.
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10/21/108.2 Planning Review of Terms of Reference

Council approved the planning terms of reference.

10/21/109.0 Sustainability & Open Spaces committee

10/21/109.1 Council approved the minutes from the Open Spaces committee Meeting on the 8th September 2021.

10/21/109.2 Highway committee

Council agreed that highway issues should be dealt with, within the Sustainability & Open Spaces committee and report back to highways.

10/21/110.0 Events, Christmas Lights, Youth & Community Committee

10/21/110.1 Council approved the minutes from the Events, Christmas Lights, Youth & Community committee meeting on the 8th September 2021.

10/21/110.2 Eon had approved the temporary attachment of a poppy wreath on 26 lampposts in the Parish.

10/21/111.0 Government Welcome Back Fund

10/21/111.1 2 x Bus Shelters had successfully been ordered, Cannock Chase Council would continue to maintain.

10/21/111.2 2 x Notice Boards had been approved and ordered Staffordshire Highway had agreed the proposed locations.

10/21/111.3 1 x poo bag dispensing unit had successfully been ordered and delivered.

10/21/111.4 22 hanging baskets had been approved.

10/21/111.5 20 Christmas trees had been approved; Council awaiting highway's permission.

The fund would not cover sheeting or pea gravel, it would cover planting, unfortunately the planter on Bank Street car park had been declined, the planter was no longer owned by the district. The fund cannot be spent on private land.

10/21/112.0 Audit & Governance Committee

Council considered budget ideas for 2022-23 and agreed to:

10/21/112.1 Speed indicator sign on Brickworks Road

10/21/112.2 Summer hanging baskets

10/21/112.3 Increase gardener/handyperson hours to 20hr per week

10/21/112.4 Extra weed killing spray

10/21/112.5 Extra Road sweeping - list of roads required.

Council agreed to go ahead with an extra weed killing spray this year as there was enough funds in parish maintenance, all adopted road within the parish boundary would be sprayed.

10/21/112.6 Audit & Governance Review of Terms of Reference

Council approved the audit & governance terms of reference.

10/21/113.0 Bike Rack & Dog Waste Dispenser Cannock Chase Council Draft Licence

Council approved and signed the draft licence.

10/21/114.0 Policies

Council reviewed and approved the following Policies:

10/21/114.1 Facebook Policy

10/21/114.2 Social Media Policy

10/21/114.3 Whistleblowing Policy

10/21/114.4 Lone Working Risk Assessment

Council approved the following policy:

10/21/114.5 Disciplinary Policy

10/21/115.0 Dates for the Diary

Friday 15th October 2021, 1pm

Dementia Training

Saturday 23rd October 2021, 9am - 4pm

Farmers Market at Heath Hayes Park

Saturday 30th October 2021, 10am

Parish Litter Pick – meet outside of the library

Sunday 7th November 2021, 11am

Wimblebury Memorial

Sunday 14th November 2021, 10am

Remembrance Sunday - St John's Church

10/21/116.0 Provisional Council Meeting Dates 2022

Council approved the 2022 Council Meeting dates.

10/21/117.0 Items for Information or Future Agendas

Newlands Park Estate

10/21/118.0 Date of Next Meeting - Council Meeting Wednesday, 10th November 2021 at 7.30pm

10/21/119.0 Resolved to exclude the public and press due to the confidential nature of the next part of the meeting.

Confidential

10/21/120.0 Staffing Matters

10/21/120.1 Council were advised of the resignation of the handyperson/gardener, the position had been advertised with little response.

10/21/120.2 Council requested the clerks overtime hours.

Signed: 

Dated: 10-11-2021