

Heath Hayes & Wimblebury Parish Council
Minutes of the Parish Council Meeting
Held on Wednesday 8th July 2020 at 7.30pm

Remotely on Zoom

Present: Cllrs M Buttery (Chair), D Baker, D Bennett, J Bernard, L Bullock, P Dadge, P Ferraby, A Fitzgerald, P Haden, P Hewitt, S Thompson, D Todd

In Attendance:
Parish Clerk: Mrs L Bowman
Internal Auditor: Mr A Toplis
Members of the Public: 1

07/20/1.0 Apologies

J Aston

07/20/2.0 Minutes of the last meetings

The minutes of the last meeting held on the 3rd June 2020 were approved as a true record.

Proposed: Cllr P Haden Seconded: Cllr D Bennett All Agreed

07/20/3.0 Declarations of Interest

3.1 Cllr S Thompson, A Fitzgerald & D Todd - Planning

3.2 Cllr J Bernard, L Bullock & D Todd - Hayes Green Community Centre

07/20/4.0 Public Participation

Nothing to report.

07/20/5.0 Chairman's Announcements

- The Chairman thanked all the knitters, crocheting and sewers who had volunteered to make the 72nd NHS Birthday Banner, the banner would be up for the next 2 weeks.
- The Tip, complaints towards the end of June were on the increase. The tip advised that this was possibly down to the increase and decrease in temperatures along with a new tip of rubbish being filled on to the zone that was an issue earlier this year, but to assist with the problem further capping at the front of the site would continue and perfume levels would be increased.
- Parish Council Facebook page, this would now be handed over to the Clerk to manage and run with support from all Parish Councillors. A reminder that this page is non-political and is for the work of the Parish Council and to share local useful information. Any posts to the page for link sharing are to be personalised. No adverts to the site unless a specific advert thread is created. All parish councillors can post to the page, but posts are not to be duplicated.
- Issues on Heath Hayes park regarding the playing of ball games, no teams had been allowed to train on any Council Parks, the problem should resolve itself when the School open their playing fields.

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07/20/6.0 Clerks Report

- The Council noted the Clerks Report, it was recorded that all Councillors would be attending an SPCA training Course within the next year.
- The Council agreed that Cllr L Bullock would manually transfer the funds from Co-op Bank to Unity Trust bank, presently the current bank mandate was out of date to do an automatic transfer.
- Work on the Parish Office was progressing well and should soon be open. Agreed days would be Monday, Tuesday & Thursday mornings.
- Work at Cannel Mount had been carried out this week, the Council agreed to the additional day required for trees that were in urgent need of felling which had been missed off the original survey. It was agreed to pay for an in-depth survey taking 2 days to create a 5 year plan for the woodland.
- The Council had become members of Chasewater Friends with Cllr Hewitt being the Council representative.
- Correspondence had been noted.

Proposed: Cllr P Haden Seconded: Cllr D Bennett All Agreed

07/20/7.0 Income & Payments

07/20/7.1 The Council agreed May and June Income.

04/05/2020	Cannock Chase District Council	£ 7,860.06	Community Infrastructure Levy
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07/20/7.2 The Council agreed May and June payments that had been authorised by the Audit and Governance Committee.

22/05/2020	Staffordshire Pension Fund	£ 524.51	Pension
	Mrs L Bowman	£ 1,553.32	Salary & Expenses
	Cannock and District Foodbank	£ 500.00	Grant
	Support Staffordshire	£ 500.00	Grant
	PC Paramedics.it	£ 1,870.54	Computer & Printer
	Staffordshire Parish Council Ass	£ 749.00	Annual Subscription
23/06/2020	Laurie Bowman	£ 1,327.69	Salary
23/06/2020	Staffordshire Pension Fund	£ 508.32	Pension
25/06/2020	HMRC	£ 981.60	Quarterly Tax & NI
25/06/2020	Chasewater Friends	£ 10.00	Annual Membership

07/20/7.3 Bank Reconciliation

Reserves Brought Forward 31 st March 2020	£4,242.97
Income	£45,360.06
Payments	£15,386.40
Balance 29/06/2020	£34,216.63

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07/20/8.0 To note the Internal Auditor's Report for 2019/20

The comments made from the Internal Auditor were noted, the Internal Auditor talked about his audit and assured the Council of no malpractice. Cllr P Hewitt thanked the Auditor, Clerk and Cllr Haden for all their hard work. The Internal Auditor agreed to do this year's accounts.

07/20/9.0 Annual Governance Statement

The Annual Governance Statement as part of the Annual Return 2019/20 had been considered the responses required noted.

Proposed: Cllr L Bullock Seconded: Cllr J Bernard All Agreed

07/20/10.0 Annual Return

The Annual Return for 2019/20 Section 2, Accounting statements 2019/20 was approved.

Proposed: Cllr L Bullock Seconded: Cllr J Bernard All Agreed

07/20/11.0 The Council's response to the Internal Auditor's Report

Was agreed and approved, the Council will continue to implement all changes necessary.

Proposed: Cllr L Bullock Seconded: Cllr J Bernard All Agreed

07/20/12.0 Planning

07/20/12.1 Planning Applications, the Spokesperson for Planning Cllr L Bullock went through various applications.

CH/20/172 28/05/2020	Ash Park, Unit 4&5, Hyssop Close, WS11 7XA	Advertisement application - 5m internally illuminated	No Objections
05/06/2020	B4154 Hednesford Road	Two Speed Cushions	Council had no objections but requested consultation regarding on street parking bays as an alternative.
CH/20/191 10/06/2020	21 Ansty Drive WS12 3TZ	Rear single storey extension. Remove feature wall	No objections, if there is no reason against moving the existing boundary wall, such as having to maintain an open aspect.
CH/20/182 09/06/2020	Flat 1, 157, Hednesford Road, Heath Hayes, Cannock, WS12 3HN	change of use from Residential (C3) to a Nursery (C1)	The Council objected to the application due to health and safety issues, it was considered that a first floor flat was not an appropriate setting for a nursery, no outside play area or appropriate parking, noise to the shop below would also be an inconvenience for staff and customers.
CH/20/198 12/06/2020	Land off Stokes Lane, Norton Canes, WS12 3HJ	Change of use of land to use as a residential caravan site for 4 gypsy families each with 2 caravans (1xstatic), layout of hardstanding, erection of a dayroom, 3 no. utility buildings.	The Council strongly object to the following application it was not permissible development in a green belt area.

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CH/20/100 13/03/20	13 Bronte Drive, Cannock, WS11 7GL	Proposed Detached Dormer Bungalow	The Council consider that access to the property along a shared drive would be difficult, no outdoor area/space for the bungalow and not in keeping with the surrounding properties as they are all detached houses.
CH/20/211 24/06/20	24 Pheasant Way, Cannock, WS11 7LB	Removal of garage door, to be replaced with UPVC window and render to match existing.	No Objections
CH/20/215 26/06/20	32 Mill Crescent, Cannock, WS11 7ZF	Prior approval for a larger home extension - Orangery to rear (4m)	No Objections
CH/20/216 26/06/20	25 Waterlily Close, Hednesford, Cannock, WS12 2GN	Non-Material Amendment - increasing width of frontage of extension by 450mm reducing the distance from the gable to the boundary fence to 150mm. Pursuant to CH/17/373.	No Objections
CH/20/217 29/06/20	12 Trentham Close, Heath Hayes, Cannock, WS11 7YU	First floor side extension	No Objections

07/20/12. 2 Terms of Reference for the Planning Committee.

The Council agreed the Terms of Reference for the above committee.

Proposed: Cllr P Haden Seconded: Cllr L Bullock All Agreed

07/20/13.0 Parish Council Lease

07/20/13.1 Cannel Mount

The correspondence address had been changed, the Council would like to change the address on the lease and ask the Clerk to find out from Staffordshire County Council what charges would be incurred.

Proposed: Cllr A Fitzgerald Seconded: Cllr D Baker All Agreed

07/20/13.2 Hayes Green Community Centre Lease

The Council would like to negotiate with CCDC to transfer the lease over to the Hayes Green Community Centre Charity Trust.

Proposed: Cllr P Dadge Seconded: Cllr D Baker All Agreed

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07/20/14.0 Open Spaces Committee

07/20/14.1 Minutes of the Meeting: 12th June 2020 were approved.

07/20/14.2 Terms of Reference for the Open Spaces Committee.

The Council agreed the Terms of Reference for the above committee.

Proposed: Cllr J Bernard Seconded: Cllr P Haden All Agreed

07/20/14.3 Quote from J&S Garden Care

The Council agreed to the quote for immediate work identified within the Parish, along with the planting of plants in the flower beds on the High Street, subject to CCDC approving.

Proposed: Cllr P Dadge Seconded: Cllr P Haden All Agreed

07/20/15.0 Sustainability Issues Committee

Terms of Reference for the Sustainability Issues Committee.

The Council agreed the Terms of Reference for the above committee.

Proposed: Cllr J Bernard Seconded: Cllr D Bennett All Agreed

07/20/16.0 Social Media Policy

The Social Media Policy was agreed and that everyone be reminded to always act as a Councillor.

Proposed: Cllr P Dadge Seconded: Cllr A Fitzgerald All Agreed

07/20/17.0 Health and Safety Policy

The Health and Safety Policy was agreed.

Proposed: Cllr J Bernard Seconded: Cllr P Dadge All Agreed

07/20/18.0 Defibrillators

- St Johns Church
- Community Life Church
- Tasty Bites
- Hayes Green Community Centre

None of the above defibrillators were currently operational. The Council agreed the quote from the Community First Responders and for work to be carried out as soon as possible. All Defibrillators would be on the local network, a weekly inspection would be required. It was suggested that once the pandemic was over a local training session should be held.

Proposed: Cllr J Bernard Seconded: Cllr P Harden All Agreed

07/20/19.0 Website

Quotes had been received to update the existing website. It was agreed to leave this for now and look at what reserves were available at the end of the year.

07/20/20.0 Items for Information or Future Agenda's

Facebook Policy, Events

07/20/21.0 Date of Next Meeting - Wednesday, 2nd September 2020 at 7.30pm

Meeting ended at 9pm.

Signed.....*P Haden*..... Dated.....*2.9.2020*.....

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