



4th September 2025

Councillors are summoned to a Full Council Meeting of Heath Hayes and Wimblebury Parish Council which will be held at Hayes Green Community Centre at 6.30pm on Wednesday 10th September 2025, when the following business will be transacted.

The press and public are invited to attend the meeting.

Kind Regards

L Bowman

Mrs Laurie Bowman
Parish Clerk

A G E N D A

Minute Number	Item	Attachment
09/25/75.0	Apologies To consider and approve the apologies.	
09/25/76.0	Declaration of personal & prejudicial interest in any item on the agenda	
09/25/77.0	To receive requests for dispensation	
09/25/78.0	Public Participation Members of the public are invited to address the Council on any issue over which it has a power. <i>Members of the public wishing to raise issues which are not on the agenda are asked to notify the Clerk at least 8 hours before the meeting. Members of the public may not take part in the Council meeting itself.</i> <i>A person who attends a meeting is permitted to report on the meeting while the meeting is open to the public. To 'report' means to film, photograph, or make an audio recording of the meeting proceedings; however, as a matter of courtesy, the Chair should be advised before any recording takes place.</i>	
09/25/79.0	To Approve the Minutes of the meeting held on the 16th July 2025	(1)
09/25/80.0	Chair's Announcements & County Council's update	
09/25/81.0	Clerks Report Council to consider and note the Clerk's Report.	(2)

Clerk: **Mrs L Bowman** Dated: **4th September 2025**
Hayes Green Community Centre, Heath Way, Heath Hayes
Phone: 07951409707 Email: clerk@hhandw-pc.gov.uk

09/25/82.0	Income & Payments	
09/25/82.1	Council to note the payments since the last report that had been authorised by the audit and governance committee, and the monthly finance report.	(3)
09/25/82.2	Council to note the bank reconciliation up to 31 st July 2025	(4)
09/25/82.3	Council to note the bank reconciliation up to 31 st August 2025	(5)
09/25/82.4	Council to agree a General Reserve, Parish Maintenance £2,000.	
09/25/82.5	Council to note pay awards 2025-26 had been award to all Council employees, the gardener/handyman pay award for the previous year had also been backdated along with an increment rise in April.	
09/25/83.0	Police Report	
09/25/83.1	Council to note the Police Report 02/07/2025 - 01/09/2025	(6)
09/25/83.2	A resident had reported to the Council vandalism and graffiti on their property at 17 Bank Street, Heath Hayes	
09/25/84.0	Planning Committee	
09/25/84.1	Council to note the draft minutes of the planning committee and decision made.	(7)
09/25/84.2	Council to note the planning applications received that the committee considered and decisions received from Cannock Chase District Council.	(8)
09/25/85.0	Update and Review Council Policies	
09/25/85.1	Asset Register	(9)
09/25/85.2	Whistleblowing Policy	(10)
09/25/85.3	Freedom of Information	(11)
09/25/85.4	Social Media Policy	(12)
09/25/85.5	Facebook Policy	(13)
09/25/85.6	Complaints Procedure	(14)
09/25/85.7	Scheme of Delegation	(15)
09/25/85.8	Public Participation	(16)
09/25/85.9	Civility & Respect	(17)
09/25/86.0	Open Spaces	
	Council received the photographic list of work completed during the month. Commemorative bench on John Street is rotten.	(18)
09/25/87.0	Events Committee	
	Council to note the draft minutes of the events committee meeting held on the 13 th August 2025. Unfortunately, due to lack of ticket sales the Heath Hayes Hoe Down had to be postponed.	(19)
09/25/88.0	Defibrillator Training	
	Council to consider Community First Responder Defibrillator Training on an evening or Saturday morning.	
09/25/89.0	Local Government Reorganisation for Staffordshire	
	Council to consider and agree a working party.	
09/25/90.0	Speed Indicator Sign on Hemlock Way	
	Cllr R Mandry had agreed to fund the installation of the post to site the new speed indicator sign from his DHP fund.	
09/25/91.0	Staffordshire County Council Land on the Cannock Road - Documents	(20)
	Council to consider the land, no price currently available. Plot A approx. 0.32 acres. Plot B approx. 2.45 acres.	
09/25/92.0	Hayes Way	
	Council to discuss the challenges on the “bumpy section” of the road.	

09/25/93.0	Insurance Council to consider the insurance renewal quote. The Clerk had reviewed all Council asset values.	
09/25/93.1	Insurance Renewal Invitation.	(21)
09/25/93.2	Renewal Schedule.	(22)
09/25/93.3	Parish Council insurance portfolio.	(23)
09/25/93.4	Local councils and not-for-profit insurance policy summary.	(24)
09/25/94.0	Parish Council Newsletter Council to review and agree the draft newsletter.	(25)
09/25/94.1	Suggested charges for advertising space in the newsletter	(26)
09/25/94.2	Council to agree printing costs and quantities.	(27)
09/25/94.3	Council to agree method of distribution.	
09/25/95.0	Hednesford Road, Heath Hayes Council to consider ways to improve the high street.	
09/25/95.1	Suggested letter to landlords	(28)
09/25/95.2	Suggested plants for the planter on the High Street	(29)
09/25/96.0	Weeds on the highway. Council to discuss the issue.	
09/25/97.0	Items for Information or Future Agendas	
09/25/98.0	Date of Next Meeting - Council Meeting Wednesday, 8th October 2025	