

Heath Hayes and Wimblebury Parish Council

Minutes of the Full Council meeting held at Hayes Green Community Centre at 6.30 pm on Wednesday, 2nd April 2025

PRESENT

Councillors	Aston (E)	Beach	Harper	Hewitt	Hill
	Aston (J)	Preece	Harborow	Davies	Wilson (Chair)

In attendance: Mrs S Buxton – Parish Clerk

<i>Min No</i>	<i>Item</i>
Standard Business	
4/25/253.0	Apologies Apologies received from (through the Clerk in accordance with Standing Orders) Cllr Theodorus, Whorton
4/25/254.0	Declaration of personal & prejudicial interest in any item on the agenda C Harborow – Lions J Aston, L Wilson planning.
4/25/255.0	To receive any requests for dispensation None received.
4/25/256.00	Discussion with representatives from Taylor Wimpey re: proposed development Wimblebury Road. Clerk informed council Taylor Wimpey weren't attending – moved to next agenda
4/25/257.0	Chair to close the meeting for the public session Members of the public are invited to address the Council on any issue over which it has a power.
4/25/258.0	Chair to re-open the council meeting
4/25/259.0	Vacancy on the council Clerk informed that the process needed to be started again, the elections office had not been informed of Cllr Bernard's resignation.
4/25/260.0	To consider approving the minutes of the last meeting Proposal to approve the minutes of the Full Council held on 12th March 2025 as a true and correct record. Minutes of the last meeting – not approved as accurate – amendments to be made to the Facebook item to note that councillors wished to rescind the decision to close the Facebook group.
4/25/261.0	Matters Arising not on the agenda Student Volunteers – report from Cllr J Aston J Aston confirmed that the people the Clerk and Cllr Bernard had contacted couldn't help. Councillor information – declarations of interest, photos, bios Clerk informed of legalities and that the declarations needed to be sent to the monitoring officer.
4/25/262.0	Council Chair and Vice Chair Reports • Annual Parish Meeting - report No reports

Committees	
4/25/263.0	Committee Meetings Proposal to note the minutes of the following meetings:- <ul style="list-style-type: none"> Audit and Governance – 24th March 2025 Human Resources – 26th March 2025 minutes not available.
4/25/264.0	Terms of Reference for Audit and Governance and Human Resources Committees Proposal to approve revised terms of reference for both the Audit and Governance and Human Resources Committees Clerk deferred.
Finance	
4/25/265.0	Finance <ul style="list-style-type: none"> Finance report summary and bank reconciliation, Clerk deferred. – March 25 Payments to be made Cllr Wilson queried the clerk's expenses. The Clerk agreed to return some of the items that were deemed too expensive, single leather-bound note book at £19.00 and ring binders totalling £91.70. Clerk was asked to source items that were more reasonably priced. Bank Mandate – Cllr Harborow and Davies have returned their bank mandates. Invoice to Norton Canes PC for Christmas lights – Norton Canes Parish Council had disputed the invoice for the Christmas lights as they had completed some of the work themselves. To be deferred to next meeting awaiting further information from Norton Canes Parish Council. Awards – application from 3rd HH Guides omitted from last meeting
Council Administration	
4/25/266.0	Clerk's Report
	Communication Officer To consider the proposal from the Human Resources Committee for the Job Description and Person Specification deferred to next meeting.
4/25/267.0	Parish Council Appraisal Policy To consider the proposal from the Human Resources Committee for the policy deferred to next meeting.
4/25/268.0	First Aid Training for Councillors Proposal for all councillors to be first aid trained Clerk to confirm with insurance company if councillors would be covered to deliver first aid at events. Agreed in principle that Cllr Aston would make the arrangements.
4/25/269.0	Emails To consider response from Centro on new emails, Clerk deferred.
4/25/270.0	Website To consider proposal for future website – from the February Meeting
4/25/271.0	Facebook To consider motion from three councillors, Cllr Wilson proposed an amendment to the motion to have the Chair and the Clerk as admins on the group and to keep the group open. Proposed Cllr Wilson Seconded Cllr Hewitt.
4/25/272.0	Training <ul style="list-style-type: none"> Role of Internal Auditor training for Cllr Theodorou Report on Practitioners' Conference, <i>To carry forward to next meeting.</i>
4/25/273.0	Devolution Preece informed the Council that the leader of the Council would like to visit the Parish to speak about devolution – Clerk to invite.

Planning, Highways and Open Spaces	
4/25/274.0 .	<ul style="list-style-type: none"> • Business Parking – Heath Hayes Clerk deferred. draft letter • Double yellow lines – Hednesford Road Clerk deferred.
4/25/275.0	Planning Full Planning Application for Phase II of MGDOWM comprising 13,712 sqm (GEA) of commercial units for retail uses - Amended details received McArthurGlen Design Outlet West Midlands, E
General Business	
4/25/276.0	Police Report , Report not received.
4/25/277.0	Items for Future Meetings <ul style="list-style-type: none"> • Newsletter • Finger post – Five Ways Island • Finance Report – March 2025 • Report on Practitioners’ Conference • Business parking – draft letter
4/25/278.0	Date of the next meeting 14 th May 2025 – 6.30pm – Hayes Green Community Centre
4/25/279.0	Exclusion of the Public The public to be excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2.

Meeting Ended:.....

Signed:.....

Dated:.....