**Heath Hayes & Wimblebury**

**Parish Council**

Minutes of the Parish Council Meeting.

Held on Wednesday 4th July 2018.

Heath Hayes Library, Hednesford Road, Heath Hayes.

**Present:**

Cllrs A. Dean (Chair), J. Aston, A. Bernard, L. Bullock, M. Dean, D. Marsden, D. Todd, C. Woods, G. Wiggin.

**In Attendance:**

County Councillor P. Hewitt.

A. Fitzgerald.

Clerk, R. Smythe.

# Chair’s Announcements and Public Participation.

Cllr A. Dean reported that there had been another repair of the damaged drain in Newlands Lane. This time, the pipe had been laid further into the ground and concreted in to make it stronger and more durable.

County Councillor P. Hewitt gave updates on Litter and Traffic issues. (Items 8 & 10).

# 1. Apologies. Consideration of acceptance of any apologies received in writing before the meeting.

The meeting began at 7.35pm with written apologies being received and accepted from Cllrs D. Baker, J. Cooper.

Verbal apologies were received on behalf of Cllr J. Bernard.

Cannock Councillor M. Buttery had also submitted his apologies. Verbal apologies were received on behalf of Cannock & County Councillor M. Sutherland, County Councillors J. McMahon and B. Jones.

**RESOLVED: TO ACCEPT THE APOLOGIES.**

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**2. Declarations of Interest and Dispensations on Agenda items.**

2.1 Cllr C. Woods re HGCC. (Item 6).

2.2 Cllr L. Bullock re Five Ways School. (Item 19.2).

**RESOLVED: NOTED.**

**3. To Approve the Minutes of the Council Meeting held on 6th June 2018 and any matters arising not already covered on the agenda.**

3.1 Approval of the minutes was proposed, seconded and agreed.

3.2 Cllr L. Bullock said he would try to get an update regarding a reported leak in Gladstone Road. (Page 40/18)

3.3 Christmas Lights. (Item 12 – Page 46/18).

* It was reported that the payment for the administration would be £500 for 2018 and 2019.
* It was agreed to place this matter on the next agenda where potential additional costs, funding and altering the budget would be discussed.
* Cllrs J. Aston and C. Woods agreed to consider suggestions for the Wimblebury Community Centre and Hayes Green Community Centre respectively.

**RESOLVED: TO APPROVE THE MINUTES.**

**4. Planning.**

**4.1 Applications dealt with by the Planning Committee.** None.

**4.2 Decisions reported by Cannock Chase Council.** (approved).

* **18/153 UNIT 12 HYSSOP CLOSE, HEATH HAYES.** Front and rear extensions to exiting industrial unit.
* **18/172 MCDONALDS. HEMLOCK WAY, HEATH HAYES.** New electrical meter kiosk to be installed at the south of the store.

**RESOLVED: NOTED.**

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**5. Report of Meetings.**

5.1 Cllr A. Dean asked that in future, all reports should be relevant and accurate in order to avoid confusion at meetings or unnecessary work afterwards.

5.2 Cllr L. Bullock had met with Beth Cobden (Commonwealth Gold Medal Winner) at Five Ways Primary School, where she ran a coaching session. It was reported that she had been invited to a future Council meeting and to send a letter of congratulation. It was also agreed to present a certificate to officially recognise her achievement.

RESOLVED: TO SEND AN INVITATION TO A MEETING.

5.3 Cllr D. Todd reported that she had met with Mark Locke from EDS Deliveries in Wimblebury, together with Cannock Councillor Colin Lea. It was felt that EDS was working well with neighbours and avoided the Wimblebury Road at school times. There had been no complaints made to the company, but should there be any, all vehicles were tracked and could be traced.

5.4 Cllr A. Dean reported that he and the Clerk and attended a dedication service for a bench, “Tommys” and a noticeboard at Bridgtown on Sunday 24th June.

5.5 It was reported that the Clerk had met with Claire Evans, the Head Teacher of Gorsemoor School. The strategic plans for the future of the school had been discussed and the Clerk reported he was very impressed with Mrs Evans’ capabilities and plans.

6. Hayes Green Community Centre.

6.1 Consideration of arrangements for refurbishment.

6.1.1 Cllr A. Bernard said she was concerned about way the refurbishment was being managed but did not produce any evidence of anything that concerned the rest of the Council. The Council thought the use of the word “professional” in relation to the approach to the refurbishment was reasonable and also agreed it was appropriate for the Clerk to liaise with the Chair and Vice-Chair. It was agreed to continue with the project as the Council had agreed.

6.1.2 The Council accepted an offer to undertake an additional clean over the weekend on 14th and 15th July. There was a planned deep clean due after the building work, decorating and carpeting had been finished and this would still be needed.

6.1.3 The discussion carried on at length, but with no constructive comments nor decisive outcomes.

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6.2 Consideration of holding future meetings at the Hayes Green Community Centre.

It was proposed, seconded and agreed to hold future Council meetings at the Centre.

RESOLVED: THE COUNCIL WILL MEET AT THE CENTRE IN FUTURE.

7. 2019 Annual Parish Meeting. Consideration of arrangements.

In order to avoid confusion and unnecessary work, it was agreed that the meeting would start at 7.30pm and that this would not change.

RESOLVED: THE APM 2019 TO START AT 7.30PM.

8. Traffic issues in the area. Consideration of report and further action.

8.1 Langholm Drive lines. It was agreed to ask for an update.

8.2. Heath Way Camera. It was reported that a camera would be installed in Heath Way or Hayes Way in the near future.

8.3. Mary Lee grid. This liaison document would continue to be used to manage issues.

8.4 Five Ways Island Lights. It was reported that these had now been repaired.

8.5 4055981 – Notification of the repair of a pothole outside Heath Hayes Post Office in Chapel Street, (reported 17th August 2016) has been received.

8.6 Gorsemoor Road.

* A request had been made for the hedge by the school to be cut back.
* There had been reports of increased parking causing problems by the Health Centre. and parking at Hednesford Road. It was hoped that this was temporary due to building work.
* The pothole on the Hednesford Road at the pedestrian crossing outside St John’s Church was becoming worse and causing drivers to cross the carriageway to avoid damage.
* County Councillor Hewitt reported he was meeting with Mark Keeling and would raise these issues with him. He was thanked for his offer.

RESOLVED: NOTED.

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9. Matters of Council interest and consideration of any developments.

**9.1 Defibrillators.** All checked and in order.

**9.2 Horseshoe Drive Play Area.** Condition and maintenance.

The play area was maintained by a Glasgow based company and the responses thus far had not satisfied the Council as there were reports of safety concerns and damage to surfaces and equipment reportedly being ignored.

It was agreed to encourage residents to complain about issues to the maintenance contractor and the Council would write to Cannock Council to express concerns about health and safety. Cllr D. Todd would also speak to the Cannock Council Health and Safety officer.

**9.3 Osprey Grove Play Area.** Condition and maintenance. Awaiting an update from Cannock Chase Council.

This area was owned by Cannock Council and an update regarding future plans was awaited.

# RESOLVED: TO WRITE TO CANNOCK COUNCIL RE 9.2.

10. Litter Picking Project.

10.1 There had been a second event on 16th June around the Milking Brook area. This was reported on Facebook and was again well attended. County Councillor Hewitt agreed to meet with the Clerk to finalise arrangements for future events.

10.2 County Councillor Hewitt had requested and received a list of items that could be purchased to assist with continuing litterpicking events. He would liaise with the Clerk to discuss this further with a view to acquiring agreed items and then receiving a grant from Cllr Hewitt.

County Councillor Hewitt was thanked for his ongoing interest in this project.

**RESOLVED: TO ARRANGE FUTURE EVENTS AND INVESTIGATE ACQUIRING GRANTS FOR MORE EQUIPMENT.**

11. Remembrance Events. Consideration of events including a request for a grant from Kingsmead School.

**11.1 Bench.** The bench had been installed with the appropriate permissions, the insurers notified and the Asset Register updated.

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The Royal British Legion had agreed to attend a dedication service with the “Wreath of Respect” and it was hoped to arrange this event in the near future.

Cllr J. Aston reported that she had heard many favourable comments about the bench from local residents and it was being used on a daily basis.

**11.2 Silhouette.** The Clerk had liaised with County Highways and been advised to confirm that the silhouette did not need planning permission from Cannock Council and to apply for a licence to install the silhouette. This had been done. Once approved and licensed, the base would be placed where specified by the County Council.

The Clerk had provided information to Five Ways Inn regarding the arrangements for a truck pull on Bank Holiday Monday, which was intended to raise funds for the silhouette.

**11.3 Grants.** The Council had applied for a grant for two seat mounted silhouettes.

**11.3 Schools.** The Council had liaised with Five Ways, Gorsemoor, Heath Hayes and Kingsmead schools and St John’s Church and it was intended to finalise arrangements for their events in September.

**11.4 Kingsmead Grant.** A letter has been sent to ask her for more details regarding a grant but there had been no reply. It was agreed that no grant would be made at this time.

**11.5 Constitutional Club. Budget.** Cllr A. Dean reminded the Council that when the anniversary of the end of WW1 was agreed, the intention was to encourage and support the schools and churches to host events. There would be small events and not one large event. To that end, it was proposed, seconded and agreed to have light refreshments at the Constitutional Club consisting of tea, coffee, squash, biscuits and cakes.

**11.6 Sunday 11th November – Management of Parade.**

Contrary to what had been reported at the last meeting, it was confirmed that Staffordshire Police would assist with Remembrance Sunday and that the event would go on as usual with the Clerk making the arrangements on behalf of the Council. The Council welcomed the report that the Bourne Church would have a poppy display.

**RESOLVED: NOTED.**

**12. Cannel Mount.**

It was reported that the Clerk was liaising with Shared Legal Services at Stafford Borough Council and the County Council to obtain a draft lease for signing.

**RESOLVED: NOTED.**

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**13. Flooding in Wimblebury.**

There was no specific information available at this time and it was agreed to leave this matter on the agenda.

**RESOLVED: TO LEAVE THIS ON THE AGENDA.**

**14. Heath Way Bus Shelters.**

The Council was keen to encourage the maintenance of the shelters and it was agreed to consider this matter in March 2019.

**RESOLVED: TO CONSIDER THE MATTER IN MARCH 2019.**

**15. Consideration of sending letter to congratulate Beth Cobden.**

It agreed to send a letter of congratulation. Ms Cobden had received an invitation to attend a meeting and would also be presented with a certificate of commendation.

**RESOLVED: TO WRITE AS ABOVE.**

**16. Consideration of marking the Council’s 30th Anniversary.**

It was proposed, seconded and agreed to have a display at the Community Funday on Saturday 18th August. There was an open invitation to all current and former Councillors from the Parish, District and County Councils.

**RESOLVED: TO HAVE A DISPLAY ON 18th AUGUST.**

**17. To note the incoming and outgoing correspondence.**

The list of incoming post and outgoing post, numbered 163 to 188/18 was noted.

**RESOLVED: NOTED.**

**18. Accounts for Payment.**

The cheques, listed in Appendix A £ (£25,215.66 July and £7,914.90 August) were presented for payment. Authority to pay the expenditure was proposed by Cllr L. Bullock, seconded by Cllr D. Marsden and agreed.

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**RESOLVED: TO AUTHORISE THE LISTED PAYMENTS.**

**19. Items for Information and Future Agendas.**

19.1 It was agreed to take this item from the agenda. Matters could be reported under public participation but if any decisions were to be taken, then the matter should be on the agenda with enough information provided that a person might reasonable be aware of what was to be determined. Councillors were invited to send agenda items in writing to the Clerk.

19.2 It was agreed to repair the noticeboard outside the Library.

19.3 Five Ways School.

In July 2017, the school had been offered a grant to assist with the funding of some gardening work. The Council had asked for details and a plan of what was to be done but none had been forthcoming since then, but now the school had queried the position.

The matter was discussed at length and it was decided that because of the time, that offer had lapsed but the Council would write to Five Ways School to explain the position and to invite an application for a grant to be decided at the January 2019 meeting.

RESOLVED:

* TO REMOVE THE ITEM FROM THE AGENDA.
* TO REPAIR THE NOTICEBOARD.
* TO WRITE TO FIVE WAYS SCHOOL.

20. Date of Next Meeting.

The next meeting would be on Wednesday 5th September 2018. Cllr A. Dean thanked those present for their attendance and declared the meeting closed at 9.25pm.

**RESOLVED: TO MEET ON 5th SEPTEMBER.**

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