

Heath Hayes & Wimblebury Parish Council

Meeting of the Parish Council Held at Hayes Green Community Centre Wednesday, 4th February 2026, 6.30 pm

Present: Cllr A Beach, S Cotter, D Cecil, C Harborow, P Hewitt & L Wilson.

In Attendance:

Parish Clerk: Mrs L Bowman

Communications & Events Officer: Mrs R Finney-Edwards

Members of Public: 4

Minute Number	Item
02/26/158	Apologies Apologies received from Cllr E Aston, J Aston, V Davies, P Theodorou & B Whorton.
02/26/159	Declaration of personal & prejudicial interest in any item on the agenda Cllr L Wilson, planning.
02/26/160	To receive requests for dispensation None.
02/26/161	Public Participation None.
02/26/162	To Approve the Minutes of the meeting held on the 10th December 2025 The minutes of the meeting held on the 10 th December 2025 were approved as a true record. Proposed: Cllr P Hewitt Seconded: Cllr D Cecil
02/26/163	Chair's Announcements & County Council's update The Chair notified Council of the resignations of J Harper and J Hill.
02/26/164	Friends of Heath Hayes Park Council received a report from the Friends of Heath Hayes Park regarding the Best Kept Village competition, their plans and how the Parish Council could get involved. Last year, the village was awarded runners-up. Community spirit received maximum results; marks were lost on the village map, notice boards were out of date, and there were a few weeds. Council to arrange a litter pick in March. Council agreed to look at the Best Kept Village budget for next year. Council suggested a best kept front garden competition to run in line with the best kept village competition.
02/26/165	Clerks Report Council noted the Clerk's Report. <ul style="list-style-type: none">• The memorial bench had been successfully installed on John Street, and the family had been informed.• The Union and St George's Flag had been fitted onto the new flag poles at Hayes Green Community and were flying proudly.• Cannock Chase District Council had applied for planning permission for 2 flag poles at Heath Hayes Park.• The shredding of old Council files had been completed.• The new speed indicator sign on Hemlock Way had been installed.• Replacement Fingerpost at Five Ways Island was in production.

- 37 x 10 kg bags of grit had been ordered and received to refill the 5 Parish Council owned grit bins.
- 30 heavy-duty outside stickers had been ordered to be fitted to all Council owned outside assets.
- Nominations required: Councillors to put forward nominations to be discussed at the next Council meeting. Young Person Award, Citizen of the Year and Business of the Year. The Clerk would email the schools for a young person nomination.

Training Courses

- Data protection refresher course had been completed by 80% of Councillors and both members of staff.
- Cllr B Whorton had completed the planning for non-planners.
- Cllr S Cotter had been booked on a Councillors development course in March.
- The Clerk had been booked on the business planning for Local Council. The newly designed course introduces councils to the development of a business plan, which enables Councils to plan better for the future. It focuses on all the key elements, including community engagement, objective setting and resource planning. A must for Councils large and small.

Correspondence

- Notice of Casual Vacancy.
- Harebell Close and Denbury Close in Heath Hayes dog poo-related problem.
- Tree packs available from the Woodland Trust's.
- Nalc Announcement regarding the increase in section 137 allowance.
- Newsletter - Employment Law Update.
- Parkinson Partnership, Procurement thresholds January 2026.
- SPCA Bulletin.

02/26/166
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Income & Payments

Council noted the payments since the last report that had been authorised by the audit and governance committee, and the monthly finance report.

Date	Payee	TOTAL
01/12/2025	Lloyds Corporate Card Flag, Popcorn, Christmas Cones, Ink	£172.43
	Christmas Decorations, flag pole clamps, Bank Charges.	
15/12/2025	EE	£43.20
19/12/2025	Cons Club	£75.00
19/12/2025	Administration Expenses	£6,913.71
19/12/2025	Centro Webnet	£108.00
19/12/2025	Baroco Limited	£72.00
19/12/2025	Glasdon UK Limited	£931.60
19/12/2025	Bradleys Accountancy Practice Ltd	£114.00
19/12/2025	Screwfix Ltd, Christmas Lights	£49.97
19/12/2025	Treeway Fencing Ltd	£306.00
29/12/2025	Information Commissioner's Office	£47.00
31/12/2025	Lloyds Corporate Card Amazon	£33.01
31/12/2025	Service Charge	£8.85
15/01/2026	EE	£19.20
20/01/2026	Centro	£60.00

	20/01/2026	Fovis Mazars	£504.00		
	22/01/2026	Administration Expenses	£4,838.70		
	22/01/2026	Lite Ltd	£9,252.00		
	22/01/2026	Simply Magic	£180.00		
	31/01/2026	Service Charge	£8.85		
	TOTAL		£23,737.52		
02/26/166.2	Council noted the bank reconciliation up to 31 st December 2025				
	Reserves Brought Forward 1 st April 2025		£135,562.93		
	Income		£131,859.15		
	Payments		£106,531.35		
	Balance as per bank statement 31 st December 2025		£160,890.73		
02/26/166.3	Council noted the bank reconciliation up to 28 th January 2026				
	Reserves Brought Forward 1 st April 2025		£135,562.93		
	Income		£133,290.03		
	Payments		£121,385.25		
	Balance as per bank statement 28 th January 2026		£147,467.71		
02/26/166.4	Council noted the VAT reclaimed for October, November & December 2025, £1,310.88				
02/26/166.5	Council considered moving £50,000 into a high-interest savings account. Proposed: Cllr P Hewitt Seconded: Cllr C Harborow Resolved: All agreed to move £50,000 into Unity Trust Bank 95 Day Notice Account, reviewing every 95 days.				
02/26/166.6	Council noted the Internal Auditors' Letter.				
02/26/167	Planning Committee				
02/26/167.1	Council noted the planning application that the committee considered.				
	Application Number	Date	Location	Description	Comments
	CH/25/0336	19/12/2025	Heath Hayes Park WS12 2EE	Installation of 2 x flag poles	No objection
	CH/25/0342	23/12/2025	82 Hednesford Road, WS12 3EA	Erection of a 2-bed bungalow	No objection
	CH/25/0373	23/12/2025	217 Wimblebury Road, WS12 2EP	Single-storey outbuilding to the rear for use as an annexe.	No objection
	CH/25/0370	07/01/2026	3 Willowherb Close, WS11 7FL	Single-storey garage extension to the front.	No objection
	CH/26/001	07/01/2026	12 Meadow Way, WS12 3YQ	Prior approval application for the erection of a single-storey rear extension with a maximum depth of 3.6m, maximum height of 3m and maximum eaves height of 3m	No objection
	CH/26/004	09/01/2026	247 Land at Farm Garage Petrol	Variation of condition numbers 18 (Noise	No objection

			Station, WS12 3TE	Mitigation Measures) and 19 (Approved Plans) of planning permission (CH/23/0137) to allow for alterations to acoustic mitigation measures, and the removal of condition number 4 (Contaminated Land).	
	CH/26/005	09/01/2026	Hemlocks Farm Hawks Green Lane, WS11 7LP	Prior approval for the demolition of a detached dwelling.	No objection
02/26/167.2	Council noted the planning appeal received, which the committee considered.				
	Application Number	Date	Location	Description	Comments
	CH/25/0302 11/25/129.0 Appeal	14/10/2025	21 Rochester Way, WS12 3YH	Retrospective rear garden play area	No further comment made to appeal.
02/26/167.3	Council to note the planning decisions received from Cannock Chase District Council.				
	Application Number	Date	Location	Description	Comments
	CH/25/0296 11/25/129.0 Granted 02/12/2025	10/10/2025	21 John Street, WS12 0FT	Two-storey rear extension.	No objection
02/26/168	Open Spaces Council received the photographic list of work completed during the month. <ul style="list-style-type: none"> • Meadow Way estate bushes cut back and walkways cleared of leaves. • Memorial Bench on John Street, unpackaged and bolted down. • Horseshoe Drive park and walkways all tidied up. • Weston Close was tied up, and the drains unblocked. • Emptied the litter bins and litter picked. • Cleared paths around Meadow Way. • Filled all Parish Council grit bins. 				
02/26/169	Events Committee				
02/26/169.1	Council noted the draft minutes of the events committee meeting held on the 7 th January 2026.				
02/26/169.2	Councillors agreed to the Easter event on 11 th April 2026. Proposed: Cllr D Cecil Seconded: Cllr C Harborow Resolved: to hold the Easter event.				
02/26/169.3	Councillors agreed to the Summer Event on 20 th June 2026. Proposed: Cllr L Wilson Seconded: Cllr D Cecil Resolved: to hold the Summer event.				
02/26/169.4	Councillors to commit to volunteering at each event. The Lions group volunteered to send 2 volunteers to the Easter event and 6 volunteers to the Summer event.				

02/26/170	Devolution Working Group The working group met and discussed possible outcomes that could impact Parish responsibilities.
02/26/171 02/26/171.1 02/26/171.2	Newsletter Council considered and approved the next working draft edition of the newsletter. Council considered and approved the newsletter distribution costs. Proposed: Cllr P Hewitt Seconded: Cllr C Harborow Resolved: Pro print to distribute the newsletter.
02/26/172	Cyber Insurance Council approved the renewal of the Cyber Insurance cover. Proposed: Cllr P Hewitt Seconded: Cllr D Cecil Resolved: to renew the Cyber Insurance cover.
02/26/173	Anti-Social Behaviour Council discussed the Anti-Social behaviour within the Parish. Council agreed to write to the Police and District Council officer and request they attend a Council meeting.
02/26/174 02/26/174.1 02/26/174.2	Facebook Council reviewed the current Facebook rules and amended them accordingly. To monitor Facebook activity efficiently, posts should be approved by the Communications Officer, unless absent. Council noted the Facebook message received and agreed to inform the Police.
02/26/175	Sleep Out to Kit Out The Rotary Clubs of Cannock and Stafford, in partnership with South Staffordshire College, are holding a sponsored 'Sleep Out' event that aims to raise awareness of homelessness. Council noted the event.
02/26/176	Items for Information or Future Agendas Hanging Baskets
02/26/177	Date of Next Meeting - Full Council Meeting, Wednesday, 4th March 2026

Meeting ended at: 20.15 pm

Signed: 4th March 2026

Dated: L Wilson