

Heath Hayes & Wimblebury Parish Council

Meeting of the Parish Council Held at Hayes Green Community Centre Wednesday 8th October 2025, 6.30 pm

Present: Cllr A Beach, D Cecil, V Davies, C Harborow, P Hewitt, J Hill, R Whorton & L Wilson.

In Attendance:

Parish Clerk: Mrs L Bowman

Members of Public: 2

Minute Number	Item
10/25/99.0	Apologies To consider and approve the apologies. Cllr E Aston, J Aston, J Harper & P Theodorou.
10/25/100.0	Declaration of personal & prejudicial interest in any item on the agenda Cllr L Wilson, Planning.
10/25/101.0	To receive requests for dispensation None.
10/25/102.0	Public Participation None.
10/25/103.0	To Approve the Minutes of the meeting held on the 10th September 2025 The minutes of the meeting held on the 10 th September 2025 were approved as a true record. Proposed: Cllr P Hewitt Seconded: Cllr C Harborow
10/25/104.0	Chair's Announcements & County Council's update Chair notified the Council of Mr John Preece's resignation. The County Council had been asked to look into the parking problems at Rutland Road.
10/25/105.0	Clerks Report Council considered and noted the Clerk's Report. • Internal audit had been successfully conducted on the 10th September 2025. • The Clerk had a meeting with Community Highways Officer Community Highways Team at Staffordshire County Council. • The Clerk had delivered letters to all landlords on Hednesford Road. • Winter bedding plants had been ordered for all Parish owned planters and would be delivered to the Community Centre on the 15th October 2025. • Council assets had been moved into the shed. • Cllr J Harper, Cllr P Hewitt and Cllr P Theodorou attended the refresher Data Protection Course. • Cllr J Harper and Cllr Theodorou would be attending a Support Staffordshire course: Building Resilient Communities Together - Understanding roles, responsibilities and local action. • Cllr J Harper would be attending a Councillor development course.

	- Correspondence To the Police Commissioner regarding the lack of information on the monthly Police Report. County Councillor regarding the road surface on Hayes Way. Council agreed for Cllr P Hewitt to write a further letter to Staffordshire Highways on behalf of the County Council. Taylor Wimpey regarding new development. Confirmation of insurance renewal. - SPCA monthly bulletin. - Local authority trail leaflets. Council agreed to enquire further and to contact the walking group to assist with trails.																																																
10/25/106.0	Income & Payments																																																
10/25/106.1	Council noted the income received since the last report. <table><tr><th>Date</th><th>Source</th><th>TOTAL</th></tr><tr><td>23/09/2025</td><td>Rockspur CIC</td><td>£50.00</td></tr><tr><td></td><td>Month Total</td><td>£50.00</td></tr></table> Council noted the payments since the last report that had been authorised by the audit and governance committee, and the monthly finance report. <table><tr><th>Date</th><th>Payee</th><th>TOTAL</th></tr><tr><td>01/09/2025</td><td>Lloyds corporate card, phone case, bank charges, flag</td><td>£1.96</td></tr><tr><td>08/09/2025</td><td>SLCC</td><td>-£102.00</td></tr><tr><td>15/09/2025</td><td>EE</td><td>£43.20</td></tr><tr><td>22/09/2025</td><td>Expenses Mileage</td><td>£21.70</td></tr><tr><td>22/09/2025</td><td>Hayes Green Community Centre</td><td>£9,000.00</td></tr><tr><td>22/09/2025</td><td>Kiwa Limited</td><td>£1,344.00</td></tr><tr><td>22/09/2025</td><td>Centro Webnet</td><td>£108.00</td></tr><tr><td>22/09/2025</td><td>Arthur J Gallagher</td><td>£1,973.35</td></tr><tr><td>22/09/2025</td><td>Council Administration</td><td>£6,591.14</td></tr><tr><td>22/09/2025</td><td>PAM Print Consultants</td><td>£1,446.00</td></tr><tr><td>30/09/2025</td><td>Service Charge</td><td>£7.35</td></tr><tr><td></td><td></td><td>£20,464.70</td></tr></table>	Date	Source	TOTAL	23/09/2025	Rockspur CIC	£50.00		Month Total	£50.00	Date	Payee	TOTAL	01/09/2025	Lloyds corporate card, phone case, bank charges, flag	£1.96	08/09/2025	SLCC	-£102.00	15/09/2025	EE	£43.20	22/09/2025	Expenses Mileage	£21.70	22/09/2025	Hayes Green Community Centre	£9,000.00	22/09/2025	Kiwa Limited	£1,344.00	22/09/2025	Centro Webnet	£108.00	22/09/2025	Arthur J Gallagher	£1,973.35	22/09/2025	Council Administration	£6,591.14	22/09/2025	PAM Print Consultants	£1,446.00	30/09/2025	Service Charge	£7.35			£20,464.70
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10/25/106.2	Council noted the bank reconciliation up to 30th September 2025 <table><tr><td>Reserves Brought Forward 1st April 2025</td><td>£135,562.93</td></tr><tr><td>Income</td><td>£65,914.18</td></tr><tr><td>Payments</td><td>£81,987.06</td></tr><tr><td>Balance as per bank statement 30th September 2025</td><td>£119,490.05</td></tr></table>	Reserves Brought Forward 1 st April 2025	£135,562.93	Income	£65,914.18	Payments	£81,987.06	Balance as per bank statement 30 th September 2025	£119,490.05																																								
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10/25/106.3	Council noted the Vat reclaimed for July, August, September 2025, £778.08.																																																
10/25/106.4	Council agreed the Audit & Governance Committee terms of reference. Proposed: Cllr P Hewitt Seconded: Cllr C Harborow																																																
10/25/107.0	Notice of Completion of Audit of the Accounts for the Year ended 31 March 2025																																																
10/25/107.1	Council noted the Auditors comments. Audited Annual Governance & Accountability Return 2024/25 Section 3 External Auditors Report and Certificate. Council considered it had now addressed the identified weaknesses in the financial management of the Council accounts.																																																

10/25/107.2	Mazars Completion Letter Council noted the comments.			
10/25/107.3	Notice of conclusion of the audit Council noted the notice of conclusion of the audit.			
10/25/108.0	Police Report Council to note the Police Report 01/09/2025 – 30/09/2025 No report had been received.			
10/25/109.0	Planning Committee			
10/25/109.1	Council noted the planning decisions from Cannock Chase District Council.			
	Application Number	Date	Location	Description
	CH/25/0220	21/07/2025	BT Telephone Exchange, Newlands Lane, WS12 3HH	Removal of glass pane windows and installation of aluminium ventilation louvres.
	Granted 04/09/2025			No objection.
	CH/23/0394	23/11/2023	McArthurGlen Designer Outlet West Midlands, WS11 7JZ	Full Planning Application for Phase II of MGDOWM comprising 13,712 sqm (GEA) of commercial units for retail uses.
	Granted 24/09/2025			No Objection but would be concerned over the dispersal of vehicles parking on site, the site would benefit from an additional pedestrian crossing.
	Council noted the planning applications received that the committee considered.			
	Application Number	Date	Location	Description
	CH/25/0212	03/09/2025	206 Cannock Road, WS12 3HF	Single storey rear and rear wrap-round extension
				No Objection.
10/25/109.2	Council agreed for the Clerk to write to the planning department to ask if the Taylor Wimpey development would be discussed at planning Committee for a final decision. Council agreed the Planning Committee terms of reference. Proposed: Cllr V Davies Seconded: Cllr P Hewitt			
10/25/110.0	Open Spaces Council received the photographic list of work completed during the month. Councillor would like to thank Mr Footman for all of his hard work within the Parish.			
10/25/111.0	Events Committee Council noted the draft minutes of the events committee meeting held on the 17 th September 2025. Cllr D Cecil, C Harborow, J Hill & L Wilson would be attending the Wimblebury Remembrance Service. Cllr A Beach, D Cecil, V Davies, C Harborow, R Whorton & L Wilson would be attending the Heath Hayes Remembrance Service			
10/25/111.1	Council reviewed Committee members. Current members Cllr V Davies, C Harborow, L Wilson. Cllr E Aston, N Aston & J Hill had stood down. Cllr A Beach and D Cecil would join the events committee.			
10/25/111.2	Council to agree the Events & Youth Committee terms of reference. Proposed: Cllr L Wison Seconded: Cllr C Harborow			

10/25/112.0	Working Parties Terms of Reference Council to agree the following terms of reference:
10/25/112.1	Newsletter. Proposed: Cllr P Hewitt Seconded: Cllr A Beach
10/25/112.3	Cllr V Davies to be appointed lead member.
10/25/112.4	Local Government Reorganisation for Staffordshire. Arrange a meeting in December. Proposed: Cllr C Harborow Seconded: Cllr A Beach
10/25/112.5	Cllr P Hewitt to be appointed lead member.
10/25/113.0	Civility and Respect Pledge, Councillor's Statement of Assurance Each Councillor present at the meeting signed the Councillor's Statement of Assurance.
10/25/114.0	Additional Flag Pole Council considered purchasing an additional flag pole and flag at the Hayes Green Community Centre. Statement received from Cllr P Theodorou: When the people of Heath Hayes and Wimblebury raised the Flag of St George along the High Street, our neighbours, the people we serve, spoke with one voice: pride, unity and belonging. A flag is never just a piece of cloth. It stands for who we are. To me, it represents one people here in England and the values we share. Raising the Flag of St George and the Union Flag is not political. It's patriotic. It shows that our residents care about our community and our country. We know that when the Christmas lights go up later this year, the flags that have been tied to lampposts may have to come down. That is right and proper as we celebrate the birth of Jesus Christ. But there is also a desire for something permanent, a flag that remains all year round. A flag that can't be replaced, ever. It is not our role to go against the will of the people. When our community speaks, it is our duty to listen. I therefore ask the Council to support the installation of a permanent flagpole at Hayes Green Community Centre, flying a flag of real quality, one that reflects our pride as a Parish in the greatest nation. The Union Flag should fly proudly at the top, with the Flag of St George beneath it, in line with national protocol. This will stand as a reflection of who we are, a community that honours tradition, and takes pride in being both English and British. I ask members to support this motion so that by Remembrance Month our flag can be raised as a lasting tribute to those who served and those who still serve today. Resolved: to purchase 2 additional flags from Flying Colours, one Union flag and one St George flag to be permanent on the new flag poles with agreed gold tassels and fringes. Council agreed 2 x 6-meter flag poles from One Stop Promotions. Proposed: Cllr V Davies Seconded: Cllr A Beach
10/25/115.0	Defibrillator Training Council to consider Community First Responder Defibrillator Training on the 22 nd or 23 rd October 2025 at 6.30pm Resolved: agreed date of 23rd October 2025 Members to attend: Cllr A Beach, D Cecil, V Davies, C Harborow, P Hewitt, J Hill, R Whorton, L Wilson and the Clerk.

10/25/116.0	Commemorative Bench on John Street The handyman had fitted extra brackets on the commemorative bench on John Street but would not be able to install new slats, the bench is rotten. Council to consider replacing the bench. Resolved: Council agreed to replace the bench from Glasdon , the family would be approached for the wording on a plaque. Council agreed to virement £2,000 from Parish Maintenance reserves into the Parish Maintenance Budget. Proposed: Cllr V Davies Seconded: Cllr L Wilson
10/25/117.0	Items for Information or Future Agendas December meeting Patient Participation Group.
10/25/118.0	Date of Next Meeting - Council Meeting Wednesday, 12th November 2025

Meeting ended at: 7.50pm

Signed: L Wilson

Dated: 12th November 2025