



**Annual Council Meeting of  
Heath Hayes and Wimblebury Parish Council  
Held at Hayes Green Community Centre  
at 6.30pm on Wednesday 14<sup>th</sup> May 2025**

**A G E N D A**

<b>Minute Number</b>	<b>Item</b>	<b>Attachment</b>
<b>05/25/1.0</b> 05/25/1.1	<b>Election of Chair for the 2025/26 Municipal Year</b> Signing of the declaration of acceptance of the Office of Chair.	
<b>05/25/2.0</b> 05/25/2.1	<b>Election of Vice Chair for the 2025/26 Municipal Year</b> Signing of the declaration of acceptance of the Office of Chair.	
<b>05/25/3.0</b>	<b>Apologies</b> To consider and approve the apologies.	
<b>05/25/4.0</b>	<b>Declaration of personal &amp; prejudicial interest in any item on the agenda</b>	
<b>05/25/5.0</b>	<b>To receive requests for dispensation</b>	
<b>05/25/6.0</b>	<b>Discussion with representatives(s) from Taylor Wimpey regarding the proposed development on Wimblebury Road.</b>  <b>CLlr T Johnson to talk about devolution.</b>	
<b>05/25/7.0</b>	<b>Public Participation</b> 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>	
<b>05/25/8.0</b>	<b>Chair to re-open the council meeting.</b>	
<b>05/25/9.0</b>	<b>To Approve the Minutes of the meetings held on the 2<sup>nd</sup> April 2025</b>	<b>(1)</b>
<b>05/25/10.0</b>	<b>Chair's Announcements &amp; County Council's update</b>	
<b>05/25/11.0</b>	<b>To agree on Meeting Dates for the 2025/26 Municipal Year</b> Council to agree on Meeting Dates for the 2025/26 Municipal Year.	<b>(2)</b>
<b>05/25/12.0</b> 05/25/12.1	<b>To agree on Committees and Members for the 2025/26 Municipal Year</b> Planning.	

05/25/12.2	Events, Christmas Lights, Youth & Community.	
05/25/12.3	Open Spaces & Sustainability Issues.	
05/25/12.4	Audit & Governance.	
05/25/12.5	Human Resources.	
05/25/12.6	To appoint a representative to the District Council Standards Sub-Committee.	
<b>05/25/13.0</b>	<b>Council to review and approve Policies:</b>	
05/25/13.1	Financial Regulations Updated to the new model, attention to: Page (6) 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 5.10, 5.15 Page (7) 5.18	(3)
05/25/13.2	Standing Orders (Updated)	(4)
05/25/13.3	Code of Conduct	(5)
05/25/13.4	Asset Register	(6)
05/25/13.5	Financial Risk Assessment	(7)
05/25/13.6	Health & Safety Policy	(8)
05/25/13.7	Lone Working Policy	(9)
05/25/13.8	Privacy Notice for Staff, Councillors & Role Holders	(10)
05/25/13.9	General Privacy Notice for the Public	(11)
05/25/13.10	Data Breach Policy	(12)
05/25/13.11	Co-Option Policy	(13)
05/25/13.12	Equal Opportunity Policy	(14)
05/25/13.13	Safeguarding Children & Adults Policy Statement	(15)
05/25/13.14	Disciplinary Procedure (Updated)	(16)
<b>05/25/14.0</b>	<b>Income &amp; Payments</b>	
05/25/14.1	Council to note payments since the last report that had been authorised by the audit and governance committee, and the monthly finance report.	(17)
05/25/14.2	Council to note the bank reconciliation.	(18)
05/25/14.3	Council to note the VAT amount to be reclaimed from April 2025.	(19)
<b>05/25/15.0</b>	<b>Annual Governance Statement &amp; Return</b>	
	Council to note and approve:	
05/25/15.1	The Internal Auditor's Report for 2024/25.	(20)
05/25/15.2	To review the Annual Governance Statement as part of the Annual Return 2024/25, Section 1 and consider the responses required.	(21)
05/25/15.3	To approve the Annual Return for 2024/25, Section 2, Accounting statements 2024/25.	(22)
05/25/15.4	Notice of appointment of date for the exercise of public right accounts for the year ended 31 <sup>st</sup> March 2025 and contact details.	(23)
05/25/15.5	Annual Return Bank Reconciliation.	(24)
	Annual Return, significant variance.	(25)
05/25/15.6	Appointment of Internal Auditor Council to agree to Kim Squires as the Council's Internal Auditor for the Financial Year 2025/26.	
<b>05/25/16.0</b>	<b>Community Infrastructure Levy Return 2024-25</b>	(26)
	Council to note the CIL return 2024-25	
<b>05/25/17.0</b>	<b>Police Report</b>	(27)
	Council to note Police Report	
<b>05/25/18.0</b>	<b>Planning Committee</b>	(28)
	Council to note the planning applications authorised by the planning committee.	
<b>05/25/19.0</b>	<b>Events Committee Meeting</b>	
	Council to receive an update on the VE Celebrations.	
<b>05/25/20.0</b>	<b>Green Escapes</b>	(29)

	Council to consider the quote for tree felling at Cannel Mount	
<b>05/25/21.0</b>	<b>Staff Laptops</b> Council to consider the quote for 2 x new laptops	<b>(30)</b>
<b>05/25/22.0</b>	<b>Items for Information or Future Agendas</b>	
<b>05/25/23.0</b>	<b>Date of Next Meeting - Council Meeting <u>Wednesday, 11<sup>th</sup> June 2025</u></b>	