

Minutes of the meeting held on 13th November 2025 in Huntington Community Centre commencing at 7.00pm.

PARTICIPANTS: Councillors J Newman (Chairman), C Benton (Vice Chair), P Wetton, B Lester, S Tunas Bana, R Bailey, M Tym, (Miss) A Smith, (Mrs) P Bibb, and (Mrs) D Davies.

IN ATTENDANCE: David Wheatley (Finance Officer) and 0 members of the Public.

157/25) APOLOGIES FOR ABSENCE: Cllr M Thompson, J Ashley. County Councillor C Humphreyson,
Noted

158/25) PUBLIC QUESTIONS

There were no members of the public in attendance.

A police representative from the Staffordshire Safer Roads Partnership, Michelle Shaker, was in attendance and spoke about Community Speed Watch following a number of complaints about speeding. To organise a community Speed watch group there would need to be a group of at least 5 volunteers, not all Councillor lead, but with general public involvement.

Equipment required for the Speed Watch would need to be funded, and full training would be given - including conflict management. Safe areas are identified and allocated to perform the monitoring. Members asked questions and raised concerns particularly regarding fear of reprisal. On the whole members felt a group would benefit the village especially if the public were contacting the police over concerns of speeding.

- a) Cllr Newman proposed that Huntington Parish Council were in favour of supporting the setting up a Community Speed Watch Group. This was seconded by Cllr Tunas Bana and Members voted 8 in favour, 2 members abstained to vote (Cllrs Wetton and Lester).
- b) Cllr Newman proposed that Huntington Parish Council pay the estimated cost of £291.75 for the equipment for the group to use and the Community Centre can be used as a training venue. This was seconded by Cllr Tunas Bana. Members voted 8 in Favour and 2 members abstained to vote (Cllr Wetton and Lester).

The Chairman requested volunteer Councillors to run with this project Cllrs Bibb and Tym agreed to be lead Councillors for the project going forward.

Resolved

- a) That Huntington Parish Council support the setting up of a Community Speed Watch Volunteer Group.
- b) That Huntington Parish Council will pay for the cost of the equipment needed estimated to be in the region of £291.75.

There being no further questions Michell Shaker left the meeting at 19.24.

159/25) CHAIRMAN'S ANNOUNCEMENTS AND ANY OTHER AGENCIES PRESENT

The Chairman welcomed Cllr Pauline Bibb onto the Council.

The Chairman took members through his written report that had been circulated prior to the meeting. The Chairman showed members the new timesheets some of the staff have been trialling and the information that is collected.

- a) The Chairman proposed that the use of timesheets for all staff is made mandatory from Monday 17th November 25 and for the system to go fully live January 2026. This was seconded by Cllr Smith and agreed by all members.
- b) The Chairman proposed upgrading the Chairman's Microsoft account to a desktop account as the online version of applications made the collation of timesheet data difficult. This was seconded by Cllr Tunas Bana and agreed by all members.

The Chairman asked each Councillor for projects that need addressing and projects they wish to consider in the future, this information will be used as part of the budget and precept setting meeting on 4th December the list will be kept and review in the future. A large number of ideas were identified in all areas of the Parish Council's responsibility; projects will be agreed by importance and funding opportunities.

Resolved

- a) That as of Monday 17th November 25 it will be mandatory for all staff to complete a timesheet submission.
- b) That the Chairman's Microsoft account is upgraded to the desktop version to support more detailed operations.

The Finance Officer joined the meeting at 20.24.

160/25) COUNTY COUNCILLOR REPORT - CLLR CRAIG ROGER HUMPHREYSON

Cllr Humphreyson was not available to attend the meeting but had provided a written report which had been circulated prior to the meeting. The Chairman read the report, and members accepted the report as presented.

Noted**161/25) DISTRICT COUNCILLOR REPORT**

Cllr Ashley was unable to attend the meeting but had provided a written report which had been circulated to member prior to the meeting. Cllr Smith proposed that the item about the Cocksparrow Lane Temporary Carpark be carried over to the next meeting when Cllr Ashley is available to take members through the options in more depth. This was seconded by Cllr Bailey and agreed by all members.

Resolved

That the item about the Temporary Car park in Cocksparrow Lane is carried over to the next meeting that Cllr Ashley attends to explain the options in more depth.

162/25) MINUTES OF THE MEETING HELD ON THE 9TH OCTOBER 2025.

The minutes of the Parish Council meeting held on 9th October 25 had been circulated for members consideration. Cllr Tunas Bana proposed that the minutes be approved and signed as a true and accurate copy. This was seconded by Cllr Lester and all members unanimously agreed.

Resolved

The minutes of the Parish Council held on 9th October 25 were approved as a true record of the meetings and were signed by the Chairman.

163/25) MATTERS ARISING**None**

The Finance Officer was delayed members agreed to wait until his arrival to deal with the finance item.

164/25) FINANCE

- a) Finance summery and payments.

Salaries for November 2025	£ 5,903.57	
NEST Pensions - November	£ 350.76	
Cropper Grounds Maintenance (October)	£ 780.00	
H .Caulfield (phone - November)	£ 5.00	
Tremor Acoustics (Sound System for Remembrance)	£ 125.00	
Communicorp (Parish Magazine subscriptions)	£ 170.50	
Blueprint Design (PPE)	£ 134.98	
D. Wheatley (stamps)	£ 27.84	
Dales of Cannock (Comm.Centre consumables)	£ 244.32	
TFM (Fence paint and fuel)	£ 34.03	
GSS Security & Electrical (Alarm service and key fobs)	£ 312.00	
Fallow Forest (Xmas Tree)	£ 240.00	
Staffs County Council (Occupational Health recharge)	£ 338.00	
L .McClymont expenses (Xmas and Remembrance)	£ 252.11	
Roxy's Bouncy Castle Hire	£ 140.00	
Orbit Office Supplies (Diaries and Wall planners)	£ 24.16	
TOTAL	£ 9,082.27	

DIRECT DEBITS TAKEN SINCE THE LAST MEETING

Coopers Waste	£ 97.58	
BT (Internet)	£ 76.12	
Microsoft (365 subscription)	£ 100.07	
Yu Energy (Electricity)	£ 107.85	
Yu Energy (Gas)	£ 113.79	
E-on (electricity)	£ 9.45	
TOTAL	£ 504.86	

INCOME FOR MONTH

Football Pitch Hire	£ 1,100.00	
Xmas Event Stalls	£ 70.00	
TOTAL	£ 1,170.00	

FINANCIAL STATEMENT

CURRENT ACCOUNT BALANCE	£89,886.46	
LESS PAYMENTS AGREED	£ 9,082.27	
LESS OUTSTANDING CHEQUES	£ 780.00	
BALANCE IN CURRENT ACCOUNT	£80,024.19	
TOTAL	£80,024.19	

ON DEPOSIT

BUSINESS INSTANT ACCESS ACCOUNT		
General reserves + interest	-£29,498.31	
Memorial Garden sink fund - per "recommendation"	£0.00	
Community Centre sink fund	£ 4,200.00	
Leisure Park sink fund - per budget	£ 17,338.99	
Sports Ground sink fund - per budget	£ 15,450.17	
Bus Shelter sink fund - per budget	£ 5,956.80	
Election expenses sink fund	£ 17,258.38	
Play Area sink fund - per budget	£ 47,625.25	
Skate Park sink fund - per budget	£ 22,000.00	
Village Green sink fund - per budget	£ 13,457.74	£113,789.02
Total	£113,789.02	

a) Payments – The Finance Officer took members through the payments presented.

It was proposed by Cllr Davies that all payments are approved. This was seconded by Cllr Tunas Bana and agreed by all members. All payments approved.

b) Financial Statement – The Finance Officer took members through the Finance Statement. Members accepted the Financial Statement as presented.

c) Budget Meeting – It was agreed to hold a budget meeting and annual Precept setting meeting on Thursday 4th December at 8.30pm.

Resolved

- That all payments are approved for payment as presented.
- That the Finance Summary report was accepted as presented.
- That finance Sub Committee meeting to set the annual budget for 2026/27 and agree the Precept to levy for financial year 2026/27 will be held on Thursday 4th December 25 at 8.30pm.

165/25) PLANNING

There had been one planning matter received for consideration.

Planning Number 25/00657/COU	Application: Amended Plans Received – Change of use from convenience store/post office (Class E a new car show room and sales pitch (Sui Generis) (Re-submission of application 24/01001/COU)	Address: - Martin McColls Huntington Post Office Stafford Road Huntington WS12 4NU
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Decision consultation extended to 20/11/25 email 10/11/25 @ 15.53 Gareth Dwight
 Resolve to object with the previous reasons as nothing has changed but also adding.
 Huntington Parish Council is concerned that there is inconsistency regarding the development line on some of the plans. Members are concerned that the boundary edge around the property currently known as The Littleton Fryer is edged to the bottom of the ramp, this provides no access for vehicles visiting this business space and restricted pedestrian access to the property. Is the part of the property known as The Littleton Fryer to be part of this development or not, if not appropriate access needs to be considered. There have been a number of inconsistencies with this ongoing planning application and Councillors are genuinely concerned about the impact this will have in the future if access is not seriously considered at this stage.

Noted

166/25) CORRESPONDENCE

Date	From	Topic	Action
13/10/25	Sir Gavin Williamson MP	Accepted the invitation to switch the Christmas lights on	Circulated via email
14/10/25	South Staffs Council	Enviro Crime advising of an abandoned car on the Cocksparrow Lane car park that need removing.	Clerk contacted and advised the land still belongs to Highways.
16/10/25	Chill Out Clubs	Response to the Parish Council instructing to return to agreed hire times. Request new time of 17.45 – 22.15	Resolved That hire time to finish at 9.30pm as agreed. Cleaner to arrive by 9.30pm
17/10/25	SPCA	Electric Vehicle infrastructure Team register of interest for car parks owned.	Circulated via email
20/10/25	South Staffs Council	Letter circulated on behalf of Staffordshire Police. Currently reviewing how PCSO's are deployed	Circulated via email
20/10/25	South Staffs Council	South Staffordshire Community Safety Partnership Survey 2025. This is a chance for residents to have their say on community safety in their area and shape the future of the community safety partnership plan. Closing date of survey is November 21 st .	Circulated via email
23/10/25	Chill Out Clubs	Response to further correspondence for the Clerk advising to return to original hire times.	Circulated via email
06/11/25	Cannock Photographic Society	New group using the Community Centre Wednesday once a month. Requesting permission to use the screen in the Council Chamber.	Resolved That use of the screen is refused in line with all other request to use it
10/11/25	SPCA	Update on membership fees from April 2026	Circulated via email Finance Officer says it will cost us £33 more per year.
10/11/25	South Staffs Council	Confirmation of an extension of consultation period regarding planning application 25/00657/COU McColl's to 20 th November	

167/25) COMMUNITY CENTRE

Cllr Tunas Bana took members through his written report which had been circulated.
 Members. Members accepted the written report as presented.

Noted

168/25) AMENITIES

- a) **Village Green** – Cllr Newman took members through his report which was circulated prior to the meeting. Members accepted the report as presented. Cllr Newman thanked Cllr Davies for arranging a Christmas Tree for the Village Green.
- b) **Littleton Leisure Park** – Cllr Wetton took members through the report he had written which had been circulated prior to the meeting. Members accepted the report as presented.
- c) **Sports Ground** – Cllr Lester took members through his report which was circulated prior to the meeting. Members accepted the report as presented.

Noted

169/25) PUBLIC EVENT

Cllr Smith took members through her written report which had been circulated prior to the meeting. Members accepted the report as presented. Cllr Smith agreed to send out thank you letters to those involved in the Remembrance Sunday event.

Regarding speakers for the Christmas Craft Fayre and Christmas lights event members agreed not to pay for a sound technician. Cllr Bibb to enquire if she can borrow some from her workplace for the event and she also agreed to see if the choir would be available.

Dates for the diary. 20th November at 7pm decorate the community centre inside. And 2nd December Village Green Christmas Tree delivery.

Noted

170/25) ITEMS FOR DISCUSSION AT THE NEXT MEETING.

None.

171/25) DATE AND TIME OF NEXT MEETING

The next meeting will be held on Thursday 11th December 2025, commencing at 7pm in Huntington Community Centre.

Signed _____

Date _____

172/25) CONFIDENTIAL

Resolved

In accordance with section 1 of the public bodies (admission to meetings) Act 1960 the Council Resolved that the Public were excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

173/25) CO-OPTION

Members reviewed and considered the application to join Huntington Parish Council as a co-opted member by Lee Davies. Cllr Davies proposed that the application be accepted, this was seconded by Cllr Tunas Bana and agreed by all members.

Resolved

That Mr Lee Davies be invited to join Huntington Parish Council as a co-opted member.

There being no further matters for discussion the meeting was closed by the Chair at 21.30

Signed _____

Date _____