

# The Parish Council of Hockley Heath

Councillors are summoned to the ordinary meeting of the Parish Council of Hockley Heath convened by the Chair, which will be held at the Pavilion, Hockley Heath Recreation Ground, Old Warwick Road, Solihull, B94 6HH on **Thursday 21 May 2026** commencing at **7.30pm** to transact the business shown on the Agenda below.

## Agenda

1/26 **Apologies and Acceptance of Apologies**

2/26 **Declarations of Interest:** To receive declarations of interest from Councillors on items on the agenda, to receive written requests for dispensations for disclosable pecuniary interests (if any) and to consider any requests for dispensations as appropriate. Councillors are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to keep their Register of Interests form up to date.

***Public Open Forum:** The Chair will allocate three minutes per speaker, with a total time for the open forum of 15 minutes, at the discretion of the Chair. Residents are invited to give their views and question the Parish Council on issues on this Agenda, or raise issues for future consideration, at the discretion of the Chair. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting and will not form part of the minutes.*

3/26 **Minutes of the ordinary monthly Parish Council meeting held on Thursday 23 April 2026 and Matters Arising**

4/26 **Co-option of Parish Councillor:** To consider any application(s) received and resolve to appoint a candidate to fill the vacancy.

5/26 **Planning Applications:**

**PL/2025/00879/PPOL - Land South Of School Road Hockley Heath Solihull (Planning Committee – 27<sup>th</sup> May 2026)**

Outline application with all matters reserved except for access for the erection of up to 99 dwellings, formation of access, infrastructure and open space

**Planning Appeal – AP/2026/00007/REF - Planning Inspectorate Hearing scheduled for 23 June 2026 (deadline for additional comments 20 May 2026)**

**PL/2025/01366/PPOL - Land West of Stratford Road**

Outline planning application for up to 80 dwellings and associated infrastructure, with all matters reserved except access including the demolition of 2210 & 2212 Stratford Road to form new access.

6/26 **Football Use and Hire Rates:** The Parish Council to review the pitch allocation proposals and discuss football hire rates from the period 1 August 2026.

7/26 **Hire Request – Recreation Ground for Community Cricket Tournament:** Council to consider a request from an external organiser to hire the Recreation Ground on 28 June 2026, 8am–6pm, for a Community Cricket Tournament involving men's, women's and children's matches. The organiser has requested:

- Use of the Recreation Ground for multiple concurrent cricket matches, requiring most of the open space.
- Access to the Pavilion Hall for storing and distributing kit and food, and for use of the facilities.
- Permission for pop-up tent.

Members to consider the request and the suitability of the site for cricket activities, potential impact on residents, risks to the grounds, public access implications, and any conditions or restrictions that may be required should the Council approve the request.

8/26 **Hire Request – Circus at the Recreation Ground (15–21 June 2026):** Council to consider a request from a circus operator to hire the Recreation Ground, including set-up from 15 June 2026 and four days of performances from 18–21 June 2026. The organiser

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has requested:

- Use of an area of approximately 40m x 60m for the Big Top and associated vehicles/equipment.
- Seven-day presence on site including build, performances and breakdown.

Members to consider the suitability of the Recreation Ground for this use, potential impact on residents, risks to the grounds, public access implications, and any conditions or restrictions that may be required should the Council approve the request.

- 9/26 **Emergency Tree Works:** To note urgent works carried out on an oak tree on the Recreation Ground, authorised by the Clerk under the Scheme of Delegation with approval from the Vice Chair and Chair, following limb failures on 28 April and 13 May 2026, and to consider any further action required.
- 10/26 **Emergency Drainage Works:** To note the blockage in the drains from the ladies' toilets and the Chair's approval for the Clerk to commission urgent drainage survey works at £150.00 per hour, and to consider any further action required following the survey.
- 11/26 **Dead Wood Tree Works Quotations:** The Parish Council to review the quotations received for dead wooding of trees in the recreation ground and woodland and approve a contractor to carry out the works.
- 12/26 **Drainage to footpath near MUGA:** Councillors to consider the proposal to alleviate the persistent and longstanding flooding affecting the footpath adjacent to the MUGA during periods of heavy rain and during the autumn and winter.
- 13/26 **Christmas light requirements 2026:** The Parish Council to approve the light fixtures for the Hockley Heath Christmas lights for 2026.
- 14/26 **Parish Councillor Allowances:** Parish Councillors to determine whether they wish to accept a financial annual allowance for the position of an elected Councillor.
- 15/26 **Internal Audit:** The Parish Council to formally accept the independent internal audit report and its findings for the financial period 2025/2026.
- 16/26 **Annual Return for External Auditors (Moore):** Hockley Heath Parish Council to receive and approve the Annual Governance Statement for 2025/2026; Chair and Clerk to sign the documentation.
- 17/26 **Annual Return for External Auditors (Moore):** Councillors to receive and approve the Accounting Statements for 2025/2026; RFO and Chair to sign the documentation.
- 18/26 **Period for the Exercise of Public Rights:** The period for the right to inspect the financial accounts by the public will commence on Wednesday 3 June 2026, ending on Tuesday 14 July 2026.
- 19/26 **Commercial Insurance:** The Parish Council to approve the insurance premium for the period 1 June 2026 – 31 May 2029 (3-year long term undertaking to be taken out with effect from 1 June 2026).
- 20/26 **Pavilion Lettings Report:** To receive the monthly lettings report on the operation of the Pavilion during April 2026.
- 21/26 **WALC Job Evaluation:** To receive the report from WALC following the Clerk/RFO job evaluation and to consider the accompanying recommendations regarding policies the Council should have in place.
- 22/26 **Correspondence:** To hear about correspondence which has come to the Parish Council.

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23/26 **Monthly Finance Report:** In line with the Statement of Internal Control for Finance for the Parish Council, an update will be provided. Reports are not produced during the first month of the financial year (April).

24/26 **Finance:** To approve the following payments in May 2026. It was agreed that two Councillors would authorise the payments through the online banking system.

| Main Account                                                                                                                           | Net       | VAT     | Total     |
|----------------------------------------------------------------------------------------------------------------------------------------|-----------|---------|-----------|
| Fairways May 2026 grounds maintenance                                                                                                  | £1,467.75 | £293.55 | £1,761.30 |
| Fairways Emergency Tree Works (28 April 2026)                                                                                          | £500.00   | £100.00 | £600.00   |
| Fairways Emergency Tree Works (13 May 2026)                                                                                            | £450.00   | £90.00  | £540.00   |
| Octopus Energy gas and electricity 25/03/26 – 31/03/2026 and 01/04/2026 – 24/04/2026                                                   | £234.15   | £11.71  | £245.86   |
| Lloyds Bank (Unity Trust commercial multi-pay card statement) – includes Pavilion supplies, mobile phone monthly fee, monthly card fee | £179.45   | £35.90  | £218.35   |
| BT Broadband 01/05/2026 – 31/05/2026                                                                                                   | £38.94    | £7.79   | £46.73    |
| Waterplus Statement 07/04/2026 - 07/05/2026                                                                                            | £46.61    | £0.00   | £46.61    |
| J. Campbell cleaning for May 2026                                                                                                      | £250.00   | £0.00   | £250.00   |
| J. Collins security gates for May 2026                                                                                                 | £600.00   | £0.00   | £600.00   |
| Hollywood Home Improvements (supply and fit replacement bench slats)                                                                   | £85.00    | £0.00   | £85.00    |
| Clerks Expenses May 2026 (replacement height restriction barrier lock)                                                                 | £24.99    | £5.00   | £29.99    |
| RH Volunteer Expenses (Fence paint for benches in village)                                                                             | £18.00    | £0.00   | £18.00    |
| Internal Auditor invoice                                                                                                               | £200.00   | £0.00   | £200.00   |
| WALC job evaluation service                                                                                                            | £220.00   | £44.00  | £264.00   |
| TV Licence Annual Payment (DD payment 22/06/2026)                                                                                      | £180.00   | £0.00   | £180.00   |

\* Please note that additional payments may be authorised on the evening following councillors' decisions

The following May 2026 payments were confidential to the Parish Council and not published in the agenda or minutes:

|                                                                                                    |
|----------------------------------------------------------------------------------------------------|
| Clerks Salary May 2026                                                                             |
| HMRC May 2026 (to be paid directly to HMRC between 6 <sup>th</sup> and 22 <sup>nd</sup> June 2026) |
| May 2026 NEST pension employer and employee                                                        |

A salary adjustment was made in April 2026 to correct an underpayment caused by the Standing Order being processed before the amended salary was authorised.

|                                           |
|-------------------------------------------|
| Clerks Salary April (adjustment) - +£0.44 |
|-------------------------------------------|

The bank charges apply monthly:

|                                                                 |       |
|-----------------------------------------------------------------|-------|
| Unity Trust debit card (administered by Lloyds Bank) – as above | £3.00 |
| Unity Trust current account monthly bank fee                    | £7.00 |

25/26 **Councillor's Reports:** To hear any items of importance which Councillors may wish to raise (no decisions will be taken in this item).

26/26 **Clerk's Report:** Councillors to hear of any new developments/progress on items that have taken place since the last meeting.

27/26 **Date of Next Meeting:** The next meeting of the Parish Council is scheduled for Thursday 18 June 2026 at 7.00pm.

28/26 **Closed Session (Exclusion of the Press and Public):** Council to resolve that, under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded due to the confidential nature of the following employment matter:

- **Clerk/RFO Job Evaluation** To consider the Clerk/RFO job evaluation and agree any actions.

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- **TOIL** To consider the Clerks request for TOIL and payment.



C. Wood

Clerk for Hockley Heath Parish Council

**The ordinary Parish Council meeting on 21 May 2026 will be paperless. Please bring your own copy of the agenda and draft minutes, available on the Parish Council website. The next meeting of the Hockley Heath Parish Council will be held on Thursday 18 June 2026.**