

1st December 2021

Dear Councillor,

A Meeting of the Town Council will be held at **7:00pm** on **Tuesday 7th December 2021** at Pye Green Community Centre.

You are invited to attend for consideration of the matters shown on the attached agenda.

Members of the public can join the Zoom link to observe the meetings and ask any questions in the public participation section of the meeting.

Zoom link:

<https://us02web.zoom.us/j/82623239486?pwd=ZkhGQUhFRGFJbDErV2lEUjZoMlhQdz09>

Meeting ID: 826 2323 9486

Passcode: 203550

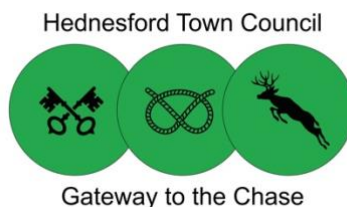
Yours sincerely

Michelle Baker
Operations and Regeneration Manager
Proper Officer and Clerk

PUBLIC PARTICIPATION

Members of the public are invited to address the Council and ask questions before the meeting begins.

Additionally, County and District Councillors and local PCSO (if present)



HEDNESFORD TOWN COUNCIL

FULL COUNCIL MEETING

7TH DECEMBER 2021, 7PM

*To be held at Pye Green Community Centre, Bradbury Lane, Hednesford
The public are invited to attend the meeting by Zoom
The meeting will live stream on the Council Facebook page*

AGENDA

Public Participation

1. Apologies
2. Declarations of Interest
3. Minutes
 - I. To review and approve the minutes of the Full Council Meeting held on 3rd November 2021 (enclosed agenda pages 4 to 6).
4. Mayor's Announcements
 - I. Christmas lights switch on event.
 - II. Cancelled November Farmers and Craft Market due to weather.
 - III. Next Market Sat 11th December with snow globe.
 - IV. Opening of The Village pub.
 - V. Fireworks panto.
5. Update from the Responsible Finance Officer (RFO)
 - I. Draft budget 2022 / 23 and precept deadline (sent to Cllrs).
6. Items from the Operations and Regeneration Manager
 - I. Formal request received from Chase Lighthouse (enclosed agenda page 7).
 - II. Verbal update on events.
7. Reports from Committee Chairs, Principal Speakers and Councillors
 - I. Planning – Cllr Sharon Jagger
To note the attached list of planning applications (enclosed agenda page 8 to 9).
 - II. Cllr Emma Hunneyball
Paper on Bleed Kits will be deferred to next Council meeting.
 - III. Cllr Laura Harrison
Paper for a Miners Memorial Grant will be deferred to next Council meeting.
8. Items for Information and next agenda

9. To resolve that the public be excluded from the meeting due to the confidential nature of the business to be transacted.

Private and Confidential Business

10. *Cllr Kathryn Downs*
To consider the attached Paper on PGCC (enclosed agenda page 11 to 24).



MINUTES OF THE MEETING OF HEDNESFORD TOWN COUNCIL

Tuesday 3rd November 2021 at 19:00

**Meeting held at Pye Green Community Centre, Bradbury Lane, Hednesford.
Members of the public were invited to attend by Zoom.**

Present:

Cllr Emma Hunneyball (Mayor)
Cllr Kathryn Downs (Deputy Mayor)
Cllr Mandy Dunnett
Cllr Arthur Roden
Cllr Darrell Mawle
Cllr Sharon Jagger
Cllr Debbie Cartwright
Cllr Laura Harrison
Cllr Garry Jones

In Attendance: Officers: Michelle Baker (Operations and Regeneration Manager / Proper Officer), Ginetta Adams (Community Centre and Administration Officer), Sandie Morris (RFO).

Members of Public: Joanne Page.

Public Participation: Joanne Page (local resident) attended in person to ask for an update on the 'Control the Bleed' kits; Mayor Hunneyball advised that she would be looking into this shortly. Joanne advised that she had contacted the emergency services and had the information she felt was required including the positive news that expired supplies within a kit would be replaced by the emergency services and she was also happy to volunteer to check the dates on medical supplies as required.

1. Apologies: Cllr Paul Woodhead.

2. Declarations of Interest: Cllr Debbie Cartwright item 9.1 in 'Private Business' on the agenda, she has concerns regarding Chase Lighthouse, and this would affect their use of PGCC.

3. Minutes

I. To review and approve the minutes of the Full Council Meeting held on 5th October 2021.

Proposed: Cllr Mandy Dunnett

Seconded: Cllr Kathryn Downs

Resolved: by unanimous vote that the minutes are a true and accurate account.

4. Mayor's Announcements – Cllr Emma Hunneyball

I. October's Farmers and Craft Market – It has been one year since the Farmers and Craft Market was launched and it has grown considerably since then. At the October market there was live Halloween street theatre and ITV news were also present to report on the market's success.

II. RBL / Littleton Lodge tree planting – Mayor Hunneyball was asked to plant a tree at Littleton Lodge Care home with the Royal British Legion, followed by afternoon tea; she felt very honoured to be able to do this as part of her role as Mayor.

III. Outcome of the Scout's planning application – Mayor Hunneyball advised that she was disappointed that the Scout's planning application had been declined, but also by the reaction and bad feeling from residents towards the Scouts.

5. Items from the Responsible Finance Officer – Sandie Morris (Papers sent to Councillors).

I. Bank reconciliation – The Bank Reconciliation is completed.

II. Summary Q2 report – There is an underspend on salaries, and we have received £11k from CCDC which is believed to be a Covid-19 grant, we are awaiting confirmation of this.

III. Payments over £500 – No update given.

There were no queries from Councillors.

6. Items from the Operations and Regeneration Manager – Michelle Baker

I. Christmas – Michelle gave a verbal update on the Christmas activities planned to include the Life Size Nutcracker Trail, Life Size Snow Globe, Markets and the Christmas Lights Switch On.

II. Community Officer recruitment – Michelle said that 11 candidates had applied and that shortlisting would take place during November.

7. Reports from Committee Chairs and Principal Speakers

I. Regeneration and Community Committee Chair – Cllr Paul Woodhead - Michelle Baker gave an update on behalf of Cllr Woodhead in his absence:

a. Free bus travel initiative – Cllr Woodhead met with Chase Rider bus company to discuss the potential scheme and confirmed that following the meeting there will now be free bus travel in and around Hednesford on the November to February market days commencing on Saturday 27th November. There will also be free bus travel on Small Business Saturday and the Christmas lights switch on event.

There will be 4 QR codes which can be used and the user simply presents this on boarding the bus, the data will be analysed by Chase Rider on our behalf and this will demonstrate which form of media is most used (i.e. QR code from Hednesford Life magazine / Visit Hednesford Facebook page / Hednesford Town Council website) and the routes taken.

II. Planning Spokesperson – Cllr Sharon Jagger

a) To consider the attached list of planning applications (enclosed agenda page 8).

– Cllr Mawle advised that whilst it is a sad loss, St Saviours Chapel was beyond repair, so demolition was the most likely outcome.

b) To consider the attached paper on '20's Plenty for Staffordshire Campaign'

(enclosed agenda pages 9 to 11). – Cllr Jagger discussed the 20's Plenty campaign, it is asking for support from town and parish councils to lobby Staffordshire County Council to review their speeding policy, this is aimed at streets with a high risk and offenders to be reduced to 20 mph and not an overall reduction.

Proposed: Cllr Sharon Jagger

Seconded: Cllr Mandy Dunnett

Resolved: by 8 votes for, 1 (Cllr Harrison) against in support of the campaign.

c) To consider the attached paper on 'Proposal for Urban Forest Bradbury Lane' (enclosed agenda pages 12 to 14).

– Cllr Jager thanked Lynn Evans for bringing the project by Cannock Chase District Council to our attention.

It is proposed that HTC write to Cannock Chase Council thanking them for the opportunity to find out more about their plans for an urban forest in Bradbury Lane and offering PGCC as a venue for the next public consultation event in connection with their plans for this urban forest.

Proposed: Cllr Sharon Jagger

Seconded: Cllr Mandy Dunnett

Resolved: By unanimous vote.

d) Update on Armistice day and Remembrance Sunday – verbal update. – Cllr Jagger went through the schedule for the two events:

There will be a service on Armistice Day at 10.45am on 11th November at the clock in Anglesey Gardens led by Reverend Paul Kelly from St Peter's Church. Mayor Hunneyball will attend and lay a wreath on behalf of Hednesford Town Council.

On Sunday 14th November there will be a procession from St Peter's Church on Church Hill to the War Memorial on Rugeley Road. A service will be held at the war memorial, to be attended by Mayor Hunneyball and community groups and organisations including the Army Cadets, First Hednesford Scouts, St John Ambulance, Hednesford Centennial Lions, Salvation Army (Hednesford) and the Royal British Legion (Hednesford Branch).

The procession will then continue down Market Street to a final service at the Boer War memorial at The Ex-Serviceman's Club The Soldiers.

Cllr Jagger explained that she had prepared the written protocol and event plan as this is a Civic event but this not been previously documented, it is hoped that this written procedure will assist future Councillors.

8. Items for Information and next agenda

I. Station update – Michelle Baker to follow this up.

To resolve that the public be excluded from the meeting due to the confidential nature of the business to be transacted.

9. Private and Confidential Business

I. To consider the confidential paper on PGCC – Cllr Kathryn Downs.
(Items of a sensitive and confidential matter were discussed).

The recommendation of the confidential paper was approved.

Cllr Roden was removed from the meeting by a resolution of Councillors in accordance with Standing Orders concerning Councillor conduct.

A new Task Force was formed to progress the recommendation of the paper with the following: Cllr Emma Hunneyball, Cllr Kathryn Downs, Cllr Paul Woodhead, Cllr Garry Jones, Cllr Mandy Dunnett.

II. Requirement for a policy and protocol on death of a senior royal or national figure – verbal update Cllr Emma Hunneyball.

It was agreed that the Wimborne Council Protocol would be used if required until such time that Cllr Emma Hunneyball was able to draft a bespoke protocol for Hednesford Town Council.

30th November 2021

Dear Michelle,

Re: Chase Lighthouse Community Table Sunday afternoon

I am writing to say thank you in the first instance for arranging use of the Pye Green Community Centre foyer for the community table this weekend (Sunday afternoon) in the freezing temperatures. The service this past weekend went so well and was presented in a safe and warm environment for our service users. We left the foyer as we found it, tidying and sweeping up before leaving, even though we were aware that this was not necessary as the cleaner would be in the building the next day. As we arrived and left in line with existing hirers there was no additional costs incurred by Hednesford Town Council for keyholding or cleaning.

As joint founder of Chase Lighthouse, it has always been our concern that vulnerable adults and children are left to the elements in the winter months and many have expressed their own concerns regarding the humiliation they feel standing outside the centre for fear of being recognised and judged for needing to use this service. This does stop some people from accessing our food support at the table, which is unfortunate as it is there for everyone in our community and adjoining communities to access free of charge and without judgement.

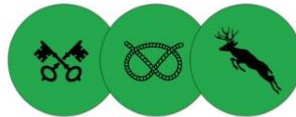
We would like to ask Hednesford Town Council with respect that we continue to use the foyer of Pye Green Community Centre on a Sunday afternoon please as this then becomes a controlled and professional service for our community. We would ask for the usage especially during the winter months, and to return to the car park in finer weather. We are happy to wait for the keyholder to return to the building, if necessary, in line with other hirers so as not to add any unnecessary costs for Hednesford Town Council.

Alternatively, personally I would be happy to put myself forward as keyholder at no charge to HTC which may then reduce the need for additional charges with existing keyholders.

We hope that Hednesford Town Council will look favourably on our request on behalf of all our service users, for their peace of mind and safety.

Many thanks

Debbie, Helen, Carl
Founder Members
CHASE LIGHTHOUSE



November 2021 - PLANNING APPLICATIONS & COMMENT/RESPONSE

** Planning Applications lodged with Cannock Chase District Council can be found at:
<https://planning.agileapplications.co.uk/cannock>

APPLICATION REF	LOCATION / DESCRIPTION	RESPONSE
CH/19/421/A	Land West of Pye Green Road Cannock Application to Discharge Condition No.11 (Archaeological Investigation). Pursuant to CH/19/421.	No adverse observations
CH/21/0434	'Parcel I' - Land to the West of Pye Green Road, Cannock. Approval of reserved matters following outline approval (CH/19/421) Appearance, Landscape, Layout, Scale.	<p>HTC objects to the approval of this application. The layout now proposed fails to preserve as agreed access from the green space serving the new estates to the school and services centre. As a result of less pedestrian access, congestion will be caused by vehicles accessing the school and the shops area - which is already a traffic pressure point.</p> <p>It has previously been confirmed to us that construction of pedestrian pathways on the new estates would ensure that residents could access the school without crossing busy roads. Pedestrian access from the new estates should therefore be preserved. Preserving and maintaining pedestrian access</p>

		amounts to a safer and healthier environment - as opposed to encouraging more vehicular traffic.
CH/21/0436 non-material amendment to CH/21/0117	38, East Cannock Road, Hednesford, Cannock, WS12 1NA. Non-material amendment to planning permission No. CH/21/0117 to change flat roof to pitched roof.	No adverse observations
CH/21/0438	35, Greenwood Park, Pye Green, Cannock, WS12 4DQ. 2X two storey side extensions and a single storey rear extension to create (in part) a self-contained one-bedroom annex and other domestic extensions to the host dwelling.	No adverse observations
CH/21/0444	11, Glendene Road, Hednesford, Cannock, WS12 1QJ Erection of a garden room, one-storey, at the end of the garden.	No adverse observations
CH/21/0453	103, Bond Way, Cannock, WS12 4SW Two-storey side extension	No adverse observations
CH/21/0454	13, Market Street, Hednesford, WS12 1AY First Floor Extension to Existing Restaurant	No adverse observations