



## MINUTES OF FULL COUNCIL MEETING OF HEDNESFORD TOWN COUNCIL

Tuesday 16<sup>th</sup> July 2024 AT 7.00 PM

Meeting held at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP

### **Present:**

Cllr Alan Pearson (Chair)  
Cllr Ronald Turville (Deputy Chair)  
Cllr Ann Turville  
Cllr Sheila Cartwright  
Cllr Arthur Roden  
Cllr Garry Samuels  
Cllr Debbie Cartwright  
Cllr Shirley Pearson

### **In attendance from Hednesford Town Council:**

Lindsey Smith – Chief Officer  
John Manning – Project Support Officer  
Cheryl Kinsella – Finance Officer

### **Members of the Public:**

There were 5 members present

#### **1. Apologies:**

Cllr Paul Jones - working  
Cllr Laura Harrison – injury prevented from attending in person

Cllr A Roden requested that all votes be named. No objections were received

#### **2. Declaration of Interest**

Cllr S Cartwright declared an interest prior to agenda item 18 due to being a district Councillor

Cllr G Samuels declared an interest prior to agenda item 18 due to being a district Councillor

#### **3. Previous Minutes**

The Minutes of the Full Council Meeting held on Tuesday 4<sup>th</sup> June 2024 were reviewed and approved.

Proposed: Cllr A Pearson  
Second: Cllr R Turville

Agreed: Cllr A Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Roden, Cllr G Samuels, Cllr D Cartwright, Cllr S Pearson  
Against: 0

#### **4. Public Participation**

A member of the public questioned why some items were being discussed under private and confidential business together with seeking clarification on how council made the decision that they did with relation to the CCTV contract

A second member of the public enquired as to why agenda item 18 which was previously resolved to be brought back in September has now been brought back to the July meeting

#### **5. Hednesford Town Council By – Election**

Cllr Shirley Pearson was welcome to Hednesford Town Council following her appointment in the June By-election for Pye Green Ward

#### **6. Verbal Updates from Committee Chairs**

##### 1) Finance, Operations and Personnel

Cllr R Turville Chair of the Finance, Operations and Personnel Committee informed committee was due to meet and that there were no updates

##### 2) Regeneration and Community

Cllr A Turville Chair of the Regeneration and Community Committee was due to meet and that there were no updates

##### 3) Pye Green Community Centre

Cllr G Samuels Chair of the Pye Green Community Centre informed that previous minutes were available to view online and that Committee was due to meet in August

##### 4) Planning

Cllr A Pearson informed that an planning application for digital display screen was rejected by CCDC and that the Chief Officer had sent an update regarding this

#### **7. Finance**

- a. Q1 S137 expenditure items were noted
- b. Q1 payments of £500.00 plus were noted
- c. Q1 detailed summary 2024/2025 budget v actual was noted
- d. Chief Officer provided an overview on the issues relating to the cellar cooler at PGCC and the need for it to be replaced together with an overview of costs. A short discussion followed about the age of the current cellar cooler and that the centre is on a full repairing lease

Proposed: Cllr A Turville

Second: Cllr R Turville

Agreed: Cllr A Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Roden, Cllr G Samuels, Cllr D Cartwright, Cllr S Pearson

Against: 0

Abstain: 0

**Action: Officers to action replacement at a cost of £3,520.00 ex vat. Confirmed for funds to come from CIL**

e. Chief Officer updated on progress to date regarding Prosperity Funding

### **8 . Motion from Cllr Arthur Roden – Bleed Kits**

A discussion took place about the need and importance of bleed kits together with the potential implications of arranging for them to be installed in all the defibs units across Hednesford as not all fall under the responsibility of Hednesford Town Council. It was felt that some was better than none although several units do already have bleed kits installed

Proposed: Cllr A Roden

Second: Cllr A Pearson

Agreed: For: Cllr A Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Roden, Cllr G Samuels, Cllr D Cartwright, Cllr S Pearson

Against: 0

Abstain: 0

**Action: Cllr A Roden to work with Community Officer to supply and install bleed kits within further AED devices across Hednesford. Confirmed for fund to come from CIL**

### **9. Motion from Cllr Arthur Roden**

A discussion too place about re-instating live streaming of Hednesford Town Council meetings and the reason they were stopped was due to online bullying. The discussion further informed that all meeting are open to members of the public, that minutes are available online or upon request and that Cllrs are able to update members of the public as to actions taken

Proposed: Cllr A Roden

Second: None

**Action: Motion failed**

## **10. Community Officer Update**

An update on current activities was provided on behalf of the Community Officer regarding The Hub @ Pye Green, Wellbeing Walk, Projects with West Hill and Pye Green Academy schools, the desk at PGCC and the Christmas Lights

## **11. Attendance Hednesford Summer Festival**

Council were asked if they wished to have a presence at Hednesford Summer Festival and the logistics surrounding this. Questions were asked to Hednesford in Partnership representative about advertising of the event

Proposed: Cllr G Samuels

Second: Cllr D Cartwright

Agreed: Cllr A Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Roden, Cllr G Samuels, Cllr D Cartwright, Cllr S Pearson

Against: 0

Abstain: 0

**Action: Hednesford Town Council Councillors to attend Hednesford Summer Festival. Officers to ensure gazebo is available**

## **12. Desk at PGCC**

A lengthy discussion took place about the provenance of the desk at PGCC and information that had been obtained from specialist insurer. The insurance of the desk had been flagged in the recent audit but the lack of provenance meant it would not need to be insured as an antiquity.

Proposed: Cllr A Pearson

Second: Cllr A Turville

Agreed: Cllr A Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Roden, Cllr G Samuels, Cllr D Cartwright, Cllr S Pearson

Against: 0

Abstain: 0

**Action: Desk to be included under standard insurance**

## **13. Motion from Project Support Officer**

Project Support Officer provided a comprehensive overview of the responsibilities of Hednesford Town Council and quotes that had been obtained for the maintaining the Miners Wall on Market Street, Hednesford

Following a discussion it was agreed quote 2 was the preferred option

Proposed: Cllr R Turville

Second: Cllr G Samuels

Agreed: Cllr A Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Roden, Cllr G Samuels, Cllr D Cartwright, Cllr S Pearson

Against: 0

Abstain: 0

**Action: Project Support Officer to instruct quote 2 at a cost of £2,301.08. Funds to come from CIL**

#### **14. Noticeboards**

Project Support Officer provided a detailed and comprehensive report on options for noticeboard providers and talking through the costings and breakdowns. Following a lengthy discussion Noticeboard online was agreed as the preferred supplier and colour and lettering was agreed

Proposed: Cllr A Pearson

Second: Cllr R Turville

Agreed: Cllr A Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr G Samuels, Cllr D Cartwright, Cllr S Pearson

Against: 0

Abstain: Cllr A Roden

**Action: Project Support Officer to commence with replacement noticeboard outside of PGCC and gain land permissions for other 3 sites across Hednesford and proceed with same design at each location**

#### **15. Motion to Move to Private and Confidential**

Proposed: Cllr A Pearson

Second: Cllr R Turville

Agreed: Cllr A Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr G Samuels, Cllr D Cartwright, Cllr S Pearson

Against: Cllr A Roden

Abstain: 0

#### **16. Date of next meeting**

Tuesday 3<sup>rd</sup> September at 7pm

**Action: Meeting closed to the public and moved to private and confidential businesses regarding CCTV contract**

## **17. Draft CCTV Contract**

Cllr S Cartwright and Cllr G Samuels declared an interest due to being district councillors

Following previous advice from the monitoring officer as no financial decisions were to be made (as have already been agreed) that the Cllrs were able to stay in the meeting but were not permitted to vote

Draft 1 on the CCTV contract was reviewed

Draft 2 was shared with Cllrs having only been received the morning of the meeting

**Action: All Cllrs to read and review draft 2 of the CCTV and feedback to Chief Officer by 9am on 2<sup>nd</sup> August for draft 3 to be actioned. Chair to then convene Extraordinary meeting. Legal advice needs to be sought by Hednesford Town Council**

## **18. Finance – Loan**

Detailed discussion took place about cost analysis of early repayment of the PWLB Loan. It was agreed that it would be beneficial to do so.

Proposed: Cllr R Turville

Second: Cllr A Turville

Agreed: Cllr A Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Roden, Cllr G Samuels, Cllr D Cartwright, Cllr S Pearson

Against: 0

Abstain: 0

**Action: To gain exact settlement quote due to being calculated in real time**

**The meeting closed at 8:40pm**

Signed:

Dated: