

09<sup>th</sup> July 2024

Dear Councillor,

You are hereby summoned to attend the Town Council meeting of Hednesford Town Council to be held **on Tuesday 16<sup>th</sup> July 2024 at 7pm** at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP.

The agenda and any supporting documents are enclosed for your consideration.

If you are unable to attend, please inform the Chair or the Chief Officer.

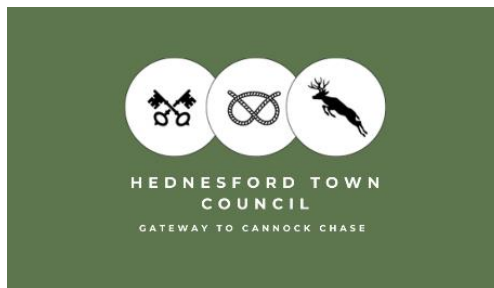
Yours sincerely,

*Lindsey Smith*

Chief Officer

Hednesford Town Council  
[Lindsey.Smith@hednesford-tc.gov.uk](mailto:Lindsey.Smith@hednesford-tc.gov.uk)





## **Hednesford Town Council** **Council Meeting Agenda**

**Tuesday 16<sup>th</sup> July 2024 @ 7PM**

To be held at Pye Green Community Centre, Bradbury Lane, Hednesford  
The public are invited to attend the meeting in person

1. **Apologies**

2. **Declaration of Interest**

3. **Previous Minutes**

To review and approve the minutes of the Council Meeting held on 4<sup>th</sup> June 2024

4. **Public Participation (max 20 minutes)**

Public are able to raise any questions, queries, or comments to Full Council.

In accordance with the Standing Orders Members of the public (4i) will raise a hand and wait to be invited to speak by the Chair (4f) each member of the public will be permitted to speak for no longer than 5 minutes (4h) a question shall not require a response at the meeting nor start a debate on the question and will be provided at a later date

5. **Hednesford Town Council By-Election**

Update on the results of the Hednesford Town By-Election on 13<sup>th</sup> June 2024 and welcome to Councillor Shirley Pearson – Pye Green Ward

6. **Verbal Update from Committee Chairs**

Finance, Operations and Personnel – Cllr Ron Turville

Regeneration and Community – Cllr Ann Turville

Pye Green Community Centre – Cllr Garry Samuels

**7. Finance**

- a. Q1 S137 Expenditure Items – donations to charities, grants, awards and prizes – value Q1 = £0.00
- b. Q1 payments of £500.00 plus (excluding salaries)
- c. Q1 Detailed summary 2024/2025 – budget v actual
- d. Replacement of Cellar Cooling system at PGCC – see quote attached

Following the repairs to the heating system and subsequent mapping of facilities at PGCC it has been advised that the cellar cooling system at PGCC is working well below its intended level. Re-gassing of the system is unlikely to resolve the issues and may cause immediate failure. Due to the below average outside temperatures the system may continue to function at its current adequate/below adequate level and can be 'nursed' through to the next financial year

Council to advise on how to proceed. Wait and watch and repair when fails or next financial year or go ahead and action the replacement as soon as possible

Council to advise which funding stream will be utilised – CIL or Reserves

- e. Update on Prosperity Funding 2024/2025 – outcomes of forecast report submitted to for intentions for spend

**8. Motion from Cllr Arthur Roden**

Bleed kits are currently installed in a handful of the AED cabinets across Hednesford. Cllr Arthur Roden proposes that CIL funds are used to make bleed kits available to all AED device cabinets across Hednesford. Inclusion of a bleed kit within an AED cabinet will be dependent on permission by the organisation who oversees the AED device as not all fall under the responsibility of Hednesford Town Council. Ongoing costs will also need to be factored into CIL budgets as bleed kits have an shelf life of 4 years before needing to be replaced.

Cost per kit £85.00 plus VAT

Cost per signage to inform bleed kit is within the cabinet £5.00 plus VAT

Total cost per pack per cabinet £90.00 plus VAT and delivery charges

10 defibs are shown on mapping site defibfinder.co.uk for Hednesford

For more information on bleed kits please visit the link below:



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

Cllr Roden informs that he is being told by numerous residents that the reason the community do not participate in Hednesford Town Council is due to the meetings no longer being live streamed. For various reasons not everyone is able to travel and attend full council meetings and wish to see live streaming of full council meetings reinstated.

Cllr Roden bring the motion, on behalf of the members of the community who have approached him, and to reinstate live streaming of full council meetings

#### **10. Community Officer Update**

- a. Verbal update on activities from Community Officer
- b. Approval for submission of road closure notices for Remembrance event - Sunday 10<sup>th</sup> November 2024 (budgeted) and for Hednesford Christmas Light Switch on – Saturday 7<sup>th</sup> December 2024. Cost £362.00 per closure (unbudgeted)

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

Council to advise if they wish for Hednesford Town Council to host a stand at Hednesford Summer Festival on Saturday 10<sup>th</sup> August 2024. This will require Cllrs to be present throughout the day to supervise the stand and any associated activities

#### **12. Desk at PGCC**

Following the internal audit Hednesford Town Council were advised that antiquity insurance is required for the desk at PGCC. Following Officers enquiries with Cuttlestones it has been advised that as there is minimal provenance regarding the authenticity of the desk that this is not an option and inform that listing the item under 'special' on the existing insurance should be sufficient. Approx costs £300.00

Council to advise on how to proceed

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



In line with Hednesford Town Council's agreement with Chase Arts for Public Spaces to maintain the Miner's Memorial Wall outside Hednesford Library, we have obtained the following three quotes.

All quotes are to:

- repoint where necessary
- replace broken bricks
- clean the wall
- All quotes are inclusive of VAT

**Quote 1 - £4,268.00**

- This is from a small brick laying firm, they are based in Wolverhampton.

**Quote 2 - £2,031.08**

- This is from a company specialising in restoration projects. Their website highlights work they have undertaken on Litchfield Cathedral, National Trust projects, the renovation of the Barr Beacon War Memorial in Walsall, plus numerous others.
- The quote includes the use of a conservation accredited and approved Steam Clean process
- They are based in Aldridge

**Quote 3 - £1,920.00**

- This is from a company recommended by Mike Mellor. Their website highlights work they have completed on the Odean Cinema in Stafford, Stafford Leisure Centre, several local Aldi stores, plus other projects.
- The quote includes the use of a light jet wash
- They are based in Cannock

We are working with the library to allow access to their facilities and power for the chosen contractor. Details of the final agreement will be confirmed by the Project Support Officer at the meeting.

All the above companies have been equally responsive in providing the quotes in line with the agreed dates.

1. Full Council are asked to approve one of the above quotations.
2. Full Council are asked to confirm which budget stream is to be used.

## **14. Noticeboards**



Following a resolution at an Extraordinary Meeting in August 2023 to investigate the provision of notice boards across the Hednesford Town Council footprint and the agreement in principle of four locations by the Full Council on 4<sup>th</sup> June 2024.

Online research has been undertaken and the options in the table below are suggested:

Company	Address	No. of A4 Sheets	Guarantee (Years)	Price (inc.VAT)	Installation	Total £
Greenbarnes	Brackley	18 x A4	10 years	3,053.39	1000 (approx)	£4,053.39
The Parish Notice Board Company	Northwich	16 x A4	5 years	2,136.00	714	£2,850.00
Greenbarnes	Brackley	18 x A4	5 years	1,548.31	1000 (approx)	£2,548.31
Noticeboards Online	Kendal	15 x A4	15 years	1,494.22	834	£2,328.22
The Parish Notice Board Company	Northwich	16 x A4	5 years	1,320	714	£2,034.00
Noticeboards Online	Kendal	16 x A4	5 years	1,189.20	834	£2,023.20

- Brindley Heath Parish Council are planning to purchase a notice board from Greenbarnes and use an independent company to complete the installation. A verbal update of the design they have chosen and the installation company and costs will be provided at the meeting.
- Noticeboards Online and The Parish Notice Board Company offer an installation service
- Greenbarnes do not offer an installation service, they would sub-contract this to another firm.

All the above notice boards have the following features –

- Single sided
- Personalised Header
- Aluminium construction
- Fully lockable
- Magnetic panel
- Cannock Chase District Council have confirmed that we do not need planning permission for the installation of one of the above notice boards outside the Pye Green Community Centre.

1. Full Council are asked to approve the cost and design of a notice board to be installed outside the Pye Green Community Centre. The noticeboard will be replicated across the other locations of Hednesford



**15. Motion to move to Private and Confidential business**

If the resolution is passed the public will be asked to leave the meeting

**16. Date of Next Meeting**

No meeting in August

Tuesday 3<sup>rd</sup> September at 7pm – Pye Green Community Centre

**Items for Private and Confidential Business**

**17. Draft CCTV (v2) contract for review**

Draft one was rejected by the Chief Officer for non-inclusion of items as outlined in option 3 business case by CCTV

**18. Finance – Loan – interest v monies held cost analysis findings**

Report to inform a decision if the PWLB loan is to be paid off in full or not

Signed:

Date:

