

Dear Councillor,

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

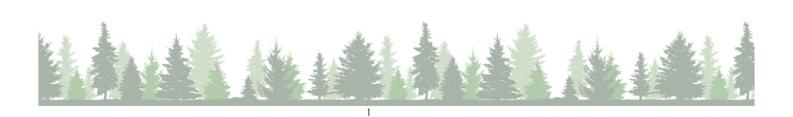
The agenda and any supporting documents are enclosed for your consideration.

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

Yours sincerely,

Lindsey Smith

Chief Officer





Tuesday 4th June 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

Reminder to Members to update DOI following CCDC District Elections

3. Previous Minutes

a. To review and approve the minutes of the Council Meeting held on Wednesday 10th April 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. <u>Committee Delegations</u>

To review and approve the Committee Delegations for 2024/2025

6. Hednesford Town Council By-Election

3 candidates:

Sharon Jagger – Community Volunteer Shirley Pearson – Labour Party Rachel Rock – Green Party



Finance, Operations and Personnel – due to meet on 17th June 2024

Regeneration and Community – due to meet on 25th June 2024

Pye Green Community Centre – due to meet on 11th June 2024

Planning - met on 23rd May 2024

8. Community Officer Update

Verbal update on activities from Community Officer

9. <u>Finance</u>

Year End 2023 24 Papers

- a. Review effectiveness of internal controls AGAR Page 4
- b. Review of prior year external audit
- c. Change of valuation of fixed assets to purchase cost as per NALC guidelines
- d. Review of internal audit comments and recommendations
- e. Approval of AGAR page 5 by Chair
- f. Agreement of start date for publication of information under the exercise of public rights. Note, this must include the 1st 10 working days of July and be exactly 30 working days.
- g. <u>Update on Prosperity Funding 2024/2025</u> Forecast report required by CCDC by 14th June 2024 for intentions for spend
- h. <u>Update on CIL projects:</u> Hednesford Library
 St Saviours Bell Restoration
 Hednesford Nursery – resolution required from full council following the application from SCC being rejected. Council to consider recalling funding or permitting change of use of monies

10. Update on CCTV

Progress to date with development of new CCTV contract

11. Update on 7th December 2024



Q4 Report to be reviewed

13. Roof at PGCC

Following Annual Town meeting on 1st May it was agreed to seek 2nd and 3rd quote for the resolution of the issues with the roof at PGCC. Full Council to review all 3 quotes and approve one for action. Previous discussion indicated that funds are to come from HTC reserves

Quote 1 - £21,800 Quote 2 - £12,000 plus VAT Quote 3 - £15,000 plus VAT

14. <u>Motion from Chief Officer –</u> to request free use of function room for Dementia UK Charity Event on 23rd July 2024 for a 3 hour period – An Evening with Dennis Mortimer – ticketed event with all proceeds going to Dementia UK

15. Motion from Project Support Officer

Background

The B&M store was relocated on 19th November 2019 from Market Street to Victoria Shopping Park. Since that date, the front of the Market Street site has not been maintained and is continuing to deteriorate. To improve the general appearance of the site it was recommended that the feasibility of applying a removeable vinyl to the pavement level windows was investigated.

Investigation

The owners of the property confirmed that it is still leased to B&M Stores. B&M's Building & Repairs Manager was contacted to request approval to apply a removeable vinyl and ask if they would contribute 50% of the cost of designing, applying & removing the vinyl.

B&M Building & Repairs Manager has given B&M's approval to apply the vinyl and contribute 50% of the cost.

<u>Design</u>

The Print Box Limited created 2 draft designs, both were posted on the Hednesford Town Council Facebook page to ask the community to confirm their preference. The community voted 175 times for the 'Trees' and 98 for the 'Deer'.



The quote is for the design, fitting and removal of the vinyl. The full quote is $\pounds1,675.20$ inclusive of VAT. The quote is attached for information. The Print Box Limited have confirmed they will not apply any expiry date to the quote.

<u>Motion</u>

Full Council is asked to confirm which design is to be used and to approve funding of \$837.60 which is 50% of the full quote. Council to confirm budget stream to be used

16. Noticeboards

Council to discuss and approve next steps for the introduction of noticeboards across Hednesford Parish. Several potential locations have been investigated. Council to provide feedback prior to going out to community consultation

Approval sought to proceed with the replacement of the noticeboard outside PGCC. Funds to come from CIL

17. Date of Next Meeting

Tuesday 16th July at 7pm – Pye Green Community Centre

Signed:





Dear Councillor,

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

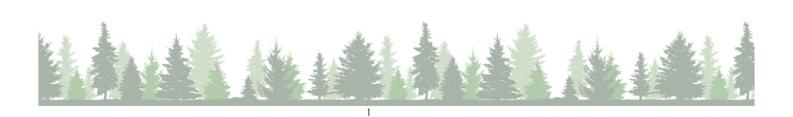
The agenda and any supporting documents are enclosed for your consideration.

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

Yours sincerely,

Lindsey Smith

Chief Officer





Tuesday 4th June 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

Reminder to Members to update DOI following CCDC District Elections

3. Previous Minutes

a. To review and approve the minutes of the Council Meeting held on Wednesday 10th April 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. <u>Committee Delegations</u>

To review and approve the Committee Delegations for 2024/2025

6. Hednesford Town Council By-Election

3 candidates:

Sharon Jagger – Community Volunteer Shirley Pearson – Labour Party Rachel Rock – Green Party



Finance, Operations and Personnel – due to meet on 17th June 2024

Regeneration and Community – due to meet on 25th June 2024

Pye Green Community Centre – due to meet on 11th June 2024

Planning - met on 23rd May 2024

8. Community Officer Update

Verbal update on activities from Community Officer

9. <u>Finance</u>

Year End 2023 24 Papers

- a. Review effectiveness of internal controls AGAR Page 4
- b. Review of prior year external audit
- c. Change of valuation of fixed assets to purchase cost as per NALC guidelines
- d. Review of internal audit comments and recommendations
- e. Approval of AGAR page 5 by Chair
- f. Agreement of start date for publication of information under the exercise of public rights. Note, this must include the 1st 10 working days of July and be exactly 30 working days.
- g. <u>Update on Prosperity Funding 2024/2025</u> Forecast report required by CCDC by 14th June 2024 for intentions for spend
- h. <u>Update on CIL projects:</u> Hednesford Library
 St Saviours Bell Restoration
 Hednesford Nursery – resolution required from full council following the application from SCC being rejected. Council to consider recalling funding or permitting change of use of monies

10. Update on CCTV

Progress to date with development of new CCTV contract

11. Update on 7th December 2024



Q4 Report to be reviewed

13. Roof at PGCC

Following Annual Town meeting on 1st May it was agreed to seek 2nd and 3rd quote for the resolution of the issues with the roof at PGCC. Full Council to review all 3 quotes and approve one for action. Previous discussion indicated that funds are to come from HTC reserves

Quote 1 - £21,800 Quote 2 - £12,000 plus VAT Quote 3 - £15,000 plus VAT

14. <u>Motion from Chief Officer –</u> to request free use of function room for Dementia UK Charity Event on 23rd July 2024 for a 3 hour period – An Evening with Dennis Mortimer – ticketed event with all proceeds going to Dementia UK

15. Motion from Project Support Officer

Background

The B&M store was relocated on 19th November 2019 from Market Street to Victoria Shopping Park. Since that date, the front of the Market Street site has not been maintained and is continuing to deteriorate. To improve the general appearance of the site it was recommended that the feasibility of applying a removeable vinyl to the pavement level windows was investigated.

Investigation

The owners of the property confirmed that it is still leased to B&M Stores. B&M's Building & Repairs Manager was contacted to request approval to apply a removeable vinyl and ask if they would contribute 50% of the cost of designing, applying & removing the vinyl.

B&M Building & Repairs Manager has given B&M's approval to apply the vinyl and contribute 50% of the cost.

<u>Design</u>

The Print Box Limited created 2 draft designs, both were posted on the Hednesford Town Council Facebook page to ask the community to confirm their preference. The community voted 175 times for the 'Trees' and 98 for the 'Deer'.



The quote is for the design, fitting and removal of the vinyl. The full quote is $\pounds1,675.20$ inclusive of VAT. The quote is attached for information. The Print Box Limited have confirmed they will not apply any expiry date to the quote.

<u>Motion</u>

Full Council is asked to confirm which design is to be used and to approve funding of \$837.60 which is 50% of the full quote. Council to confirm budget stream to be used

16. Noticeboards

Council to discuss and approve next steps for the introduction of noticeboards across Hednesford Parish. Several potential locations have been investigated. Council to provide feedback prior to going out to community consultation

Approval sought to proceed with the replacement of the noticeboard outside PGCC. Funds to come from CIL

17. Date of Next Meeting

Tuesday 16th July at 7pm – Pye Green Community Centre

Signed:





Dear Councillor,

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

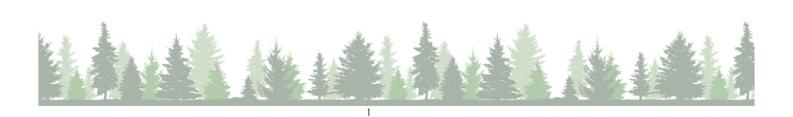
The agenda and any supporting documents are enclosed for your consideration.

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

Yours sincerely,

Lindsey Smith

Chief Officer





Tuesday 4th June 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

Reminder to Members to update DOI following CCDC District Elections

3. Previous Minutes

a. To review and approve the minutes of the Council Meeting held on Wednesday 10th April 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. <u>Committee Delegations</u>

To review and approve the Committee Delegations for 2024/2025

6. Hednesford Town Council By-Election

3 candidates:

Sharon Jagger – Community Volunteer Shirley Pearson – Labour Party Rachel Rock – Green Party



Finance, Operations and Personnel – due to meet on 17th June 2024

Regeneration and Community – due to meet on 25th June 2024

Pye Green Community Centre – due to meet on 11th June 2024

Planning - met on 23rd May 2024

8. Community Officer Update

Verbal update on activities from Community Officer

9. <u>Finance</u>

Year End 2023 24 Papers

- a. Review effectiveness of internal controls AGAR Page 4
- b. Review of prior year external audit
- c. Change of valuation of fixed assets to purchase cost as per NALC guidelines
- d. Review of internal audit comments and recommendations
- e. Approval of AGAR page 5 by Chair
- f. Agreement of start date for publication of information under the exercise of public rights. Note, this must include the 1st 10 working days of July and be exactly 30 working days.
- g. <u>Update on Prosperity Funding 2024/2025</u> Forecast report required by CCDC by 14th June 2024 for intentions for spend
- h. <u>Update on CIL projects:</u> Hednesford Library
 St Saviours Bell Restoration
 Hednesford Nursery – resolution required from full council following the application from SCC being rejected. Council to consider recalling funding or permitting change of use of monies

10. Update on CCTV

Progress to date with development of new CCTV contract

11. Update on 7th December 2024



Q4 Report to be reviewed

13. Roof at PGCC

Following Annual Town meeting on 1st May it was agreed to seek 2nd and 3rd quote for the resolution of the issues with the roof at PGCC. Full Council to review all 3 quotes and approve one for action. Previous discussion indicated that funds are to come from HTC reserves

Quote 1 - £21,800 Quote 2 - £12,000 plus VAT Quote 3 - £15,000 plus VAT

14. <u>Motion from Chief Officer –</u> to request free use of function room for Dementia UK Charity Event on 23rd July 2024 for a 3 hour period – An Evening with Dennis Mortimer – ticketed event with all proceeds going to Dementia UK

15. Motion from Project Support Officer

Background

The B&M store was relocated on 19th November 2019 from Market Street to Victoria Shopping Park. Since that date, the front of the Market Street site has not been maintained and is continuing to deteriorate. To improve the general appearance of the site it was recommended that the feasibility of applying a removeable vinyl to the pavement level windows was investigated.

Investigation

The owners of the property confirmed that it is still leased to B&M Stores. B&M's Building & Repairs Manager was contacted to request approval to apply a removeable vinyl and ask if they would contribute 50% of the cost of designing, applying & removing the vinyl.

B&M Building & Repairs Manager has given B&M's approval to apply the vinyl and contribute 50% of the cost.

<u>Design</u>

The Print Box Limited created 2 draft designs, both were posted on the Hednesford Town Council Facebook page to ask the community to confirm their preference. The community voted 175 times for the 'Trees' and 98 for the 'Deer'.



The quote is for the design, fitting and removal of the vinyl. The full quote is $\pounds1,675.20$ inclusive of VAT. The quote is attached for information. The Print Box Limited have confirmed they will not apply any expiry date to the quote.

<u>Motion</u>

Full Council is asked to confirm which design is to be used and to approve funding of \$837.60 which is 50% of the full quote. Council to confirm budget stream to be used

16. Noticeboards

Council to discuss and approve next steps for the introduction of noticeboards across Hednesford Parish. Several potential locations have been investigated. Council to provide feedback prior to going out to community consultation

Approval sought to proceed with the replacement of the noticeboard outside PGCC. Funds to come from CIL

17. Date of Next Meeting

Tuesday 16th July at 7pm – Pye Green Community Centre

Signed:





Dear Councillor,

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

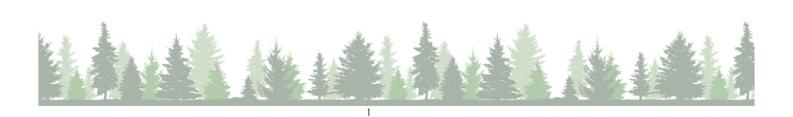
The agenda and any supporting documents are enclosed for your consideration.

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

Yours sincerely,

Lindsey Smith

Chief Officer





Tuesday 4th June 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

Reminder to Members to update DOI following CCDC District Elections

3. Previous Minutes

a. To review and approve the minutes of the Council Meeting held on Wednesday 10th April 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. <u>Committee Delegations</u>

To review and approve the Committee Delegations for 2024/2025

6. Hednesford Town Council By-Election

3 candidates:

Sharon Jagger – Community Volunteer Shirley Pearson – Labour Party Rachel Rock – Green Party



Finance, Operations and Personnel – due to meet on 17th June 2024

Regeneration and Community – due to meet on 25th June 2024

Pye Green Community Centre – due to meet on 11th June 2024

Planning - met on 23rd May 2024

8. Community Officer Update

Verbal update on activities from Community Officer

9. <u>Finance</u>

Year End 2023 24 Papers

- a. Review effectiveness of internal controls AGAR Page 4
- b. Review of prior year external audit
- c. Change of valuation of fixed assets to purchase cost as per NALC guidelines
- d. Review of internal audit comments and recommendations
- e. Approval of AGAR page 5 by Chair
- f. Agreement of start date for publication of information under the exercise of public rights. Note, this must include the 1st 10 working days of July and be exactly 30 working days.
- g. <u>Update on Prosperity Funding 2024/2025</u> Forecast report required by CCDC by 14th June 2024 for intentions for spend
- h. <u>Update on CIL projects:</u> Hednesford Library
 St Saviours Bell Restoration
 Hednesford Nursery – resolution required from full council following the application from SCC being rejected. Council to consider recalling funding or permitting change of use of monies

10. Update on CCTV

Progress to date with development of new CCTV contract

11. Update on 7th December 2024



Q4 Report to be reviewed

13. Roof at PGCC

Following Annual Town meeting on 1st May it was agreed to seek 2nd and 3rd quote for the resolution of the issues with the roof at PGCC. Full Council to review all 3 quotes and approve one for action. Previous discussion indicated that funds are to come from HTC reserves

Quote 1 - £21,800 Quote 2 - £12,000 plus VAT Quote 3 - £15,000 plus VAT

14. <u>Motion from Chief Officer –</u> to request free use of function room for Dementia UK Charity Event on 23rd July 2024 for a 3 hour period – An Evening with Dennis Mortimer – ticketed event with all proceeds going to Dementia UK

15. Motion from Project Support Officer

Background

The B&M store was relocated on 19th November 2019 from Market Street to Victoria Shopping Park. Since that date, the front of the Market Street site has not been maintained and is continuing to deteriorate. To improve the general appearance of the site it was recommended that the feasibility of applying a removeable vinyl to the pavement level windows was investigated.

Investigation

The owners of the property confirmed that it is still leased to B&M Stores. B&M's Building & Repairs Manager was contacted to request approval to apply a removeable vinyl and ask if they would contribute 50% of the cost of designing, applying & removing the vinyl.

B&M Building & Repairs Manager has given B&M's approval to apply the vinyl and contribute 50% of the cost.

<u>Design</u>

The Print Box Limited created 2 draft designs, both were posted on the Hednesford Town Council Facebook page to ask the community to confirm their preference. The community voted 175 times for the 'Trees' and 98 for the 'Deer'.



The quote is for the design, fitting and removal of the vinyl. The full quote is $\pounds1,675.20$ inclusive of VAT. The quote is attached for information. The Print Box Limited have confirmed they will not apply any expiry date to the quote.

<u>Motion</u>

Full Council is asked to confirm which design is to be used and to approve funding of \$837.60 which is 50% of the full quote. Council to confirm budget stream to be used

16. Noticeboards

Council to discuss and approve next steps for the introduction of noticeboards across Hednesford Parish. Several potential locations have been investigated. Council to provide feedback prior to going out to community consultation

Approval sought to proceed with the replacement of the noticeboard outside PGCC. Funds to come from CIL

17. Date of Next Meeting

Tuesday 16th July at 7pm – Pye Green Community Centre

Signed:

