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**MINUTES OF THE MEETING OF**

**HEDNESFORD TOWN COUNCIL**

**Tuesday 3rd May at 19:00**

**Meeting held at Pye Green Community Centre, Bradbury Lane, Hednesford.**

**Members of the public were invited to attend in person and by Zoom.**

**Present:**

Cllr Kathryn Downs (Mayor)

Cllr Mandy Dunnett

Cllr Laura Harrison

Cllr Arthur Roden

Cllr Sharon Jagger

Cllr Debbie Cartwright

Cllr Darrell Mawle

Cllr Garry Jones

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

**Members of Public:**

**1. Apologies**

Cllr Stuart Crabtree and Cllr Paul Woodhead

**2. Declarations of Interest**

None

**3. Minutes**

I. It is proposed that the Minutes of the Full Council Meeting held on 4th April 2022 are approved (enclosed agenda pages 4 to 9).

Proposed - Cllr Darrell Mawle

Seconded - Cllr Debbie Cartwright

**Resolved by unanimous vote, the minutes are a true and accurate record.**

**4. Annual Appointments for Town Council**

I. Election of Mayor for the 2022-23 Municipal Year: Nominations and vote.

Nomination - Cllr Kathryn Downs

Proposed - Cllr Many Dunnett

Seconded - Cllr Debbie Cartwright

Resolved by unanimous vote Cllr Kathryn Downs as Mayor

II. Election of Deputy Mayor for the 2022-23 Municipal Year: Nominations and vote. III. Election of 3 x Committee Chairs for the 2022-23 Municipal Year:

• Regeneration and Community Committee.

• Pye Green Community Centre (PGCC) Committee.

• Finance, Personnel and Operations Committee.

IV. To agree Committee Membership for the 2022-23 Municipal Year:

• Regeneration and Community Committee.

• Pye Green Community Centre (PGCC) Committee.

• Finance, Personnel and Operations Committee.

V. Principle Speakers: Nomination and election of Principal Spokesperson roles:

• Homelessness and Vulnerable Adults.

• Planning Matters.

• Highways.

VI. Appointments to External Bodies: To agree the representatives to external bodies for the Municipal Year 2022-23:

• Cannock Chase Council Standards Committee.

• Cannock Chase AONB.

• CHAPS. 3

VII. Schedule of Meetings for the Municipal Year 2022-23:

• Full Council. First Tuesday of the month 7pm.

• Annual General Meeting of the Town Council 2023.

• Annual Town Assembly 2023.

• Regeneration and Community Committee frequency / day / time.

• Pye Green Community Centre (PGCC) Committee frequency / day / time.

• Finance, Personnel and Operations Committee frequency / day / time.

5. Mayor’s Announcements

I. Easter Town Decoration.

6. Responsible Finance Officer (RFO)

I. Year-end Accounts, AGAR and Audit for Full Council.

II. Council budget for 2022/23

7. Operations and Regeneration Manager, Clerk and Proper Officer

I. Bloomin’ Cannock Chase – Council to decide on location for next project. In 2022 Stookies Alley was selected.

II. Update on the Market – road closures / street trading licence / site plan / revised fees / application form / entertainment / banners. New Market Assistant required.

III. Update on Hednesford Life magazine.

IV. Update on Market Street banners.

V. Update on defibrillators.

8. Papers / Reports from Councillors, Committee Chairs and Principal Speakers

I. To consider the following Motion submitted by Cllr Paul Woodhead: Interim Working Arrangements: Proposal for Council to authorise Committee Chairs to act on projects within their remits in consultation with their respective Committee members and any decisions or actions to be reported back to Full Council at each meeting by the Committee Chair.

II. Chair of Regeneration and Community Committee, Cllr Paul Woodhead: Update on continuation of Chaserider / Hednesford Hopper initiative

III. CCTV Statistics – Cllr Paul Woodhead To note the CCTV report (agenda pack pages 9 to 10).

IV. Principle Speaker for Planning – Cllr Sharon Jagger To note the attached list of planning applications (to follow, from Cllr Jagger).

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

**10. Private and Confidential Business**

**I. Personnel update.**