



MINUTES OF FULL COUNCIL MEETING OF HEDNESFORD TOWN COUNCIL

Wednesday 1st November 2023 AT 7.00 PM

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

Present:

Cllr Alan Pearson (Chair)
Cllr Ronald Turville
Cllr Ann Turville
Cllr Sheila Cartwright
Cllr Annette Walker
Cllr Arthur Roden
Cllr Paul Jones
Cllr Sharon Jagger
Cllr Debbie Cartwright

In attendance from Hednesford Town Council:

Cheryl Kinsella – Responsible Finance Officer
Cheryl Oakey – Administration Officer

Members of the Public:

There were 15 members present.

Before the meeting Cllr A Pearson read from the Standing Orders to remind members of the public there was only 30 minutes to discuss issues and that a Full Council Meeting is only 2 hours and 30 minutes long.

The Deputy Cllr R Turville reminded the meeting that they always respect the Chair throughout the meeting.

1. Public Participation

Local residents, voluntary groups, community leaders, shopkeepers and market stallholders attended to make enquiries about the future of Hednesford Market, making the point that in the current climate, markets are the only “growth area” in retail - bringing communities together and creating an “inclusive shopping experience” for all. Markets have boosted the local economy and all the local businesses have benefitted from the increase in footfall. Councillors explained that the current market provider will not be continuing with the current arrangement, so

Hednesford Town Council must decide whether to bring the market management in-house or put it out to tender.

District Councillor Darrell Mawle raised the issue of incorrect dates given out on Facebook. It was admitted that was an error, and clarification was given – there will be a market on Saturday 25th November 2023 and Hednesford in Partnership will be running a Christmas Event on Saturday 2nd December 2023 incorporating community stalls.

Shaun Middleton [Chair of Hednesford in Partnership] confirmed that HiP has organised the Christmas Event on behalf of Hednesford Town Council for at least the last 15 years. It is not a HiP event; they simply organise it for the Council.

Cllr A Pearson confirmed this would be discussed in the New Year.

A market stallholder pointed out that by then all stallholders would have booked spaces at other places and, by that time, you would have lost all your regular market traders.

A member of the public asked why the Council has not scheduled to discuss the issues around the market sooner than now?

A member of the public asked where the Minutes of Council meetings can be viewed. It was confirmed that minutes of Council meetings can be found on the Hednesford Town Council's website.

2. Apologies:

Cllr Laura Harrison
Lindsey Smith - Chief Officer
Matthew Johnson – Community Officer
PCSO Robert Evans
PCSO Emma Beady

3. Declaration of Interest

No Declaration of Interests

4. Previous Minutes

The Minutes of the Council Meeting held on Wednesday 4th October 2023 were reviewed and Cllr A Pearson asked for the public participation to be minute in a shorter style in the future.

Cllr Roden asked permission to briefly leave the meeting at this point.

Proposed: Cllr A Turville
Second: Cllr R Turville
Agreed: Cllr Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Walker, Cllr Jones, Cllr Jaggar

Cllr Roden abstained

Cllr D Cartwright did not vote as she wasn't at Full Council on the 4th of October 2023

5. Review of Local Action Plan

Cllr A Pearson updated the meeting with the minutes from the recent Planning Committee meeting where the 'Development of the Local Action Plan' was discussed.

Cllr Pearson read out the review of the draft local plan and the 4 tasks:

- 1) Build, support and improve community,
- 2) Celebrate the Heritage and History of Hednesford,
- 3) Offering help and support to all groups and tenders where possible,
- 4) Effectively provide happy and healthy work environment for all.

6. Update from CIL Funding

i) St Saviours Bell – Proposal from Cllr Annette Walker

Cllr. Walker proposed the financial contribution towards preservation and re-siting of the bell of the former St. Saviours Church, High Mount Street, Hednesford. The former Church has been demolished and a small development of six luxury bungalows has been constructed into a courtyard. Cllr Walker has liaised with the developer who would like to keep the bell preserved in a memorial style housing, encased in a clear glass/lexan type material within the courtyard so it can be visible to passers-by and a plaque to be installed. This will keep the memories of the Church to Hednesford residents and will bring pleasure to the community.

Cllr Walker proposes that Hednesford Town Council allocate a sum of £1,000 from CIL towards completion of this work.

Cllr Walker would like to express her thanks to the Community Officer for all his help.

Cllr Jagger has liaised with the developers and Cannock Chase Council to name the site as St. Saviours Close.

Cllr A Pearson would like the wording changed to read a sum up to £1,000.

Cllr S Cartwright remembers the district meeting to save the bell.

Cllr R Turville asked if it would be nice to put the bell at Hednesford Park in a protected place.

Cllr A Roden said the bell would get stolen or vandalised at the park.

Cllr A Turville would like to see a breakdown of the £1,000.

Cllr Walker Proposed,

Second by Cllr Jagger

Agreed - Cllr Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Walker, Cllr D Cartwright, Cllr Jones, Cllr Jagggar, Cllr Roden

Action Hednesford Town Council to find out quotes for the work to have the bell at the courtyard and to change the wording to read up to £1,000.

ii) South Staffs College – Proposal from Cllr Sharon Jagger

Cllr Jagger proposed the facilitation of “family learning/community learning” sessions with South Staffs College. The cost of the courses is dependent upon its length, courses usually run for five weeks but they can be tapered to requirement. The fee would be £80.00 per hour (this is not per person it is per course). Some courses may be extra due to material costs, Cllr Jagger discussed that Hednesford Town Council allocate funding from CIL towards the courses and facilitate these courses taking place at Pye Green Community Centre or at a town centre venue such as the library. The courses available are Maths Made Easy Through Art, English Made Easy Through Art, Budgeting Skills, Healthy Eating, Basic Paediatric First Aid, and Introduction to Autism.

Cllr A Pearson and Cllr R Turville agreed this was a good idea and parents need support and socially good to talk to each other.

Cllr A Walker could we put any spare money into the CIL pot.

Proposed: Cllr Jagger,

Seconded by Cllr Walker

Agreed - Cllr Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Walker, Cllr Jones, Cllr Jagger, Cllr D Cartwright

Cllr Roden abstained would like more information.

Action Hednesford Town Council to change the wording to read up to £1,000.

iii) Hednesford Nursery School – Proposal from Cllr Annette Walker

Cllr A Walker proposed financial contribution towards urgent improvements and building works necessary at Hednesford Nursery School, Eskett Street, Hednesford. Cllr Walker discussed that Hednesford Nursery is owned by Staffordshire County Council and the premises are leased to the Nursery School. The Nursery urgently require improvements and building works, these works have been estimated at a cost of £42k. Staffordshire County Council have confirmed they will match fund the cost of the works, the Nursery can contribute at least 20% of the estimated costs. Cllr Walker propose that HTC utilise CIL to provide a sum of £10,000 to Hednesford Nursery for the school to make the necessary contribution to Staffordshire County Council so the urgent work can start immediately.

Cllr Walker has been liaising with the Nursery and with a local professional to set up a constituted group ‘Friends of Hednesford Nursery School’ which would seek other funding and a way of supporting the Nursery in the community.

Cllr Pearson asked for the wording to be changed to read up to £10,000 and asked if this was for the outside work – playgrounds and forest School?

Cllr Walker confirmed that it was for the outside work and Lynn Evans a Forest School Teacher was on board and Cannock Chase Sheds were on board.

Proposed Cllr Walker,

Seconded by Cllr Jones

Agreed - Cllr Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Walker, Cllr Jones, Cllr Jaggar, Cllr Roden, Cllr D Cartwright

Action Hednesford Town Council to change the wording to read CIL spend of at least £8,400 up to £10,000.

iii) Bus Stops & Bus Shelters

Responsible Finance Officer discussed the Bus Shelter Inventory, and no costed proposals were brought.

Cllr Ron Turville repeated his request for new noticeboards – where they should go and what permissions are needed etc. The suggested sites for noticeboards are in the newly constructed retail area near Poppyfields School, near the shops in Sharon Way and on the “The Skelly”.

Cllr Roden repeated his concerns that Staffordshire County Council should be made to maintain, repair, and clean the existing bus shelters which are currently their responsibility.

Action At the request of the RFO, Cllr Pearson and Cllr Ron Turville agreed to “champion” this and will report back to officers.

7. Action for Children Support

Cllr P Jones read out the proposal on behalf of Cllr L Harrison

“Neurodiversity Funding Support – Action for Children Support. I would like to say that I attended the group and was evident there is a real need to support them. Lana has received independent feedback on the success of the first session. It really was a feeling of parents helping parents that it didn't matter whether you were at the start or further down the line on your journey as a SEN parent, there was something to give by everybody but there was also a place to just sit and listen. Therefore, I believe we as Council Members need to support the group and be able to have the Function Room for free”.

Cllr Pearson asked the Administration Officer which room they used at the moment, how many attended and when they were booked in?

The Administration Officer answered they are booked into Meeting Room 1 and on the first Friday of each month. The first session was on Friday 6th October 2023, and they had 25 attendees which Action for Children Neurodiversity Group wasn't expecting. The next two sessions are Friday 3rd November and Friday 1st December 2023 all 10.00 am – 12 noon.

Cllr Walker asked where are they currently funded from?

Cllr Jagger argued that PGCC has got to fund itself. Giving one group free use of a room at PGCC would open the floodgates for others to ask us for free room hire.

Cllr Pearson argued that if the residents and children of Hednesford need to use the community centre they should be given rooms free.

Proposed Cllr Jones,

Seconded by Cllr Debbie Cartwright

Agreed -Cllr Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Walker, Cllr Jones, Cllr Roden, Cllr D Cartwright

Cllr Jagger voted against

Action Proposal Agreed and if the numbers increase on their next two sessions to use the Function Room instead of Meeting Room 1 for safety and more space. The Administration Officer to speak with the Chief Officer on the outcome of the proposal and to talk with Action for Children.

8. Finance

The RFO explained that we need to upgrade our internet network – we have an open network which is a potential cyber-security risk. Quote for new router and a guest network set up and reconfigured to protect our main network and our social media etc. The cost is £504.00 which will be outside of our current budget so needs full council's approval for this spend.

It was agreed that this is an essential spend.

Proposed Cllr Pearson,

Seconded by Cllr A Turville,

Agreed -Cllr Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr A Walker, Cllr Jones, Cllr Jagger, Cllr Roden, Cllr D Cartwright

Action RFO to speak with Centro to get the internet work done and updated.

i) Quarter 2 Reporting and additional requests from Committee Chairs for detailed information relating to Budget Setting Timetable

The Responsible Finance Officer discussed the Quarter 2 Summary Report and asked for committee chairs to meet her and go through the projected budgets etc. Can committee chairs please arrange to meet her to discuss.

Cllr Jagger has scheduled a meeting with the RFO.

Cllr Pearson will pencil in a meeting with the RFO and asked Cllr Jones to find the time to do so too.

Action Cllr's to bring budget proposals to the RFO so that this can be taken forward.

There was a discussion concerning the value for money of the town's CCTV. HTC pays £26,000 per year towards the CCTV.

9. Update from the Community Officer

The Responsible Finance Officer read out the update on behalf of the Community Officer.

Wellbeing Walk

4 Volunteer Walk Leaders have now been trained and are able to assist with leading future walks. This adds capacity to the Walk programme which has proved so popular since starting in September.

Remembrance Event

Road Closure application approved. Event Management Plan approved by CCDC. Invitations to individuals and community groups have gone out and a list of those wishing to place wreaths has been submitted to the Parade Marshall

HTC have produced Orders of Service for the event. These have been checked and approved by Rev Paul Kelly of St Peter's Church

Deputy Lord Lieutenant Mr Charles Hawley will be in attendance and all protocols will be observed. He will be escorted by Cllr Paul Jones and will take the Official Salute in Market Street.

Wreathes have been purchased for HTC and the Deputy Lord Lieutenant to place.

Trinity Church War Memorial

The former Trinity Church War Memorial was unveiled at West Hill School on Monday 23 October. My thanks to Cllrs Alan Pearson, Paul Jones and Arthur Roden as well as Headteacher of West Hill, Kelly Bracebridge. The Memorial will form part of a joint community Remembrance project between HTC, West Hill School and SUA School that will come to fruition November 2024.

Community Support Grant

The Community Support Grant programme was launched this week. Application forms are available on request and posters are circulating in the community as well as social media posts and additional marketing kindly provided by HTC partners. We have budgeted for 10 grants of £500 each for community groups.

Deadline for applications is Monday 11 December

10. Verbal Update from Committee Chair's

i) Planning Committee:

Cllr Pearson updated the meeting with the minutes from the Planning meeting held on the 26th of October 2023. In the Planning meeting they discussed two planning applications and the draft local action plan.

Cllr A Pearson stated that there were two Cllr's who didn't attend the meeting so no further actions were done.

ii) Finance Operations and Personnel Committee:

Cllr Jones updated the meeting and talked about a report recently received from HiP which has been circulated to all Cllr's. The Chief Officer will be dealing with this on her return.

11. Date and Time of Next Meeting

Wednesday 6th December 2023 – 7.00 pm at Pye Green Community Centre

The meeting closed at 8.45 pm.