



07<sup>th</sup> June 2023

Dear Councillor,

You are hereby summoned to attend the Town Council meeting of Hednesford Town Council to be held **on Tuesday 13<sup>th</sup> June 2023 at 7pm** at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP.

You are invited to attend for consideration of the matters set out on the attached agenda.

Any Councillor unable to attend should forward their apologies to the Chief Officer or the Mayor.

Yours sincerely,

*Lindsey Smith*

Lindsey Smith

Chief Officer

Hednesford Town Council



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

**Tuesday 13<sup>th</sup> June 2023 @ 7PM**

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

**1. Public Participation**

**2. Apologies**

**3. Declaration of Interest**

**4. Previous Minutes**

- i. To review and approve the minutes of the Council Meeting held on Tuesday 16<sup>th</sup> May 2023

**5. Constitution**

- i. Reminder of Standing Orders – voting 4s – amendment 10b
- ii. Reminder Cllrs:
  - a. there are no circumstances where an individual Member can issue an instruction to the proper officer or a contractor
  - b. All councillors are politely reminded that they hold no influence, remit, or instruction over officers at Hednesford Town Council and should always contact the chief officer in the first instance.
  - c. no circumstances where an individual Member can issue an instruction to the proper officer or a contractor
- iii. Election of Deputy Mayor
- iv. Co-option to vacant position:
  - a. Introduction of candidates
  - b. Brief overview from candidates
  - c. Q&A if applicable
  - d. Vote to co-opt candidates and signing of Declaration for co-opted member
- v. Allocation of ward to co-opted Cllrs

**6. Duncan Rollo – CCTV Update**

**7. David Wisehall – Heart of Hednesford Station Adoption Group Presentation**

**8. Finance – completion of year end paperwork**

- i. Year End Report
- ii. Internal Audit Report
- iii. Sign off of AGAR paperwork
- iv. Sign off pension additional members

**9. Committee Update**

- i. Clarify committee structure – no resolution from 16.05.23
- ii. Committee membership – nil and void until committee structure resolved
- iii. Clarify committee membership and initial meeting dates

**10. Motion from Mayor – full council dates**

- i. To discuss the possibility of re-scheduling full council meeting dates from the 2<sup>nd</sup> Tuesday of each month to the first Wednesday of each month

**11. Motion from Cllr Roden – Cllr Surgeries**

- i. To agree to re-instate Councillor surgeries at Pye Green Community Centre and at other suitable locations across the Hednesford District based on ward boundaries

**12. Motion from Chief Officer – Community Consultation**

- i. To approve community consultation policy

**13. Date of next meeting**

- i. Tuesday 13<sup>th</sup> June 2023 at 7pm

