



1st February 2024

Dear Councillor,

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

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

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



Hednesford Town Council
Council Meeting Agenda

Wednesday 07th February 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

- a. To review and approve the minutes of the Council Meeting held on Wednesday 6th December 2023

- b. To review and approve the minutes from the Extraordinary Council Meeting held on Tuesday 23rd January 2024

4. Public Participation (max 30 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. Co-option to vacant Cllr positions – 5 Candidates

Vacant position to be filled for Pye Green Ward
Vacant position to be filled for Anglesey ward

- a. Presentation by candidates to full council of reasons for wanting to becoming a Cllr at Hednesford Town Council and of skills and experience they may bring with them to the role

Jason Kolmer – Anglesey Ward



Jacob Dyke – Pye Green Ward
James Farmer – Pye Green Ward
Shirley Pearson – Anglesey Ward
Garry Samuels – Anglesey Ward

- b. Vote by full council to co-opt candidates and signing of Declaration for co-opted members

Full council will choose the candidate with the most suitable skills and experience and who is best suited for the role in a fair and consistent manner. Voting will be made by a clear majority. If 3 or more candidates stand for a ward then the person with the fewest votes shall be removed and the vote repeated until a majority is received. Voting will be carried out in line with the Standing Orders 2023.

6. Approval of Membership of remaining places on Standing Committees

Opportunity for Cllrs to put themselves forward for vacancies on Standing Committees

- a. Pye Green Community Centre –1 vacant position
- b. Regeneration and Communities – 2 vacant positions
- c. Planning – 2 vacant positions

7. Verbal Update from Committee Chairs

Finance, Operations and Personnel

- Update from Cllr Jones
- Next meeting 23.04.24

Regeneration and Community

- Next meeting 20.02.24

Pye Green Community Centre

- Update from Cllr Harrison
- Next meeting 19.03.24

Planning



- Meeting on 25.01.24 was suspended due to being inquorate
- Next meeting 29.02.24

8. Chief Officer Update

- Chief Officer, Chair of Council and Deputy Chair of Regeneration and Community Committee meeting with CCDC on 08.02.24 regarding CCDC plans to introduce car parking charges on Anglesey Street Carpark. Full update at next full council meeting
- Project Support Officer – JD approved, notes of interest and applications to date
- Cllr Emails – polite reminder to cease using personnel emails including forwarding HTC emails onto personal email account
- Temporary display of Food Bank Pull Up Banner at PGCC – brought to full council as next PGCC Committee meeting is not until 19th March

9. Finance Update

- a. Quarter 3 reporting – documents to follow
- b. Finance and Business Risk Assessments – full council to approve
- c. Equality, Diversity and Inclusion policy – full council to approve

10. Motion from Finance, Operations and Personnel Committee to recommend the approval of the quote for Blackrose for the purposes of carrying out the interim and internal year end audit

11. Motion from Pye Green Community Centre Committee and Finance, Operations and Personnel Committee to recommend the utilisation of CIL funds for the repair to the heating system at PGCC

Both Pye Green Community Centre Committee and Finance, Operations and Personnel Committee resolved to bring forward the suggestion to full council that CIL funds to be utilised to cover the cost of repairing the heating system at Pye Green Community Centre

12. Community Officer Update

13. Publicity and new content for webpage

Finance, Operations and Personnel Committee resolved to delegate decision making to full council regarding the discussion required around how council



wishes the Chief Officer to take publicity and content for the new webpage forward

14. Date of Next Meeting

Wednesday 13th March 2023 at 7pm – Pye Green Community Centre

Private and Confidential Businesses

15. Market Tender Update

Update on the outcome of the tender for the running of Hednesford Street Market and agreement of full council to proceed as appropriate

16. Appraisal Process

Finance, Operations and Personnel committee resolved to bring appraisal process to full council for discussion, development and agreement

