



14<sup>th</sup> July 2023

Dear Councillor,

A meeting of the Pye Green Community Centre Committee Meeting will be held **at 7pm on Thursday 20<sup>th</sup> July 2023 in Meeting Room 1** at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP.

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

Please inform the Chair or Proper Officer if you are unable to attend.

Yours sincerely,

*Lindsey Smith*

Lindsey Smith  
Chief Officer  
Hednesford Town Council

[Lindsey.Smith@Hednesford-tc.gov.uk](mailto:Lindsey.Smith@Hednesford-tc.gov.uk)

Tel: 01543 424872

M: 07888 343257



**Hednesford Town Council**  
**Pye Green Community Centre Committee Meeting**

**Thursday 20<sup>th</sup> July 2023 at 7pm at PGCC**

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. Declarations of Interest**

**4. Minutes**

- a. To review and approve the minutes of the previous PGCC Committee Meeting on 20<sup>th</sup> February 2023

**5. Chair Update**

- a. Appointment to remaining Committee seat
- b. Appoint Deputy Chair of Committee
- c. Agree schedule of meetings
- d. Remit of Committee

**6. Pye Green Walking Group Update**

**7. Building Works**

- a. Building survey (May 2022) for information and to be noted by new committee members
- b. Operational update

**8. Motion from Chief Officer**

To approve quote to address water retention issues on flat roof of PGCC

**9. Review of hire, terms and hourly rate**

- a. Bookings update
- b. PGCC costings and income recovery estimate 2023
- c. Inclusive function room offer extension

- d. Supplementary charges
- e. PGCC risk assessment
- f. Marketing plan

**10. Motion from Cllr Laura Harrison**

To approve free function room use for a Community Halloween event – the event is planned for Saturday 28<sup>th</sup> October 2023 at PGCC.  
This will be a free event for residents from Hednesford

**11. Motion from Cllr Laura Harrison**

To approve free function room use for a Community Christmas event – the event is planned for Saturday 16<sup>th</sup> December 2023 at PGCC.  
This will be a free event for residents from Hednesford

**12. Motion from Chief Officer**

To approve free function room use at PGCC for a Warm Hub from 1230pm to 330pm each Monday from September 2023 to December 2023. Facilitated by the Community Officer this will provide a warm space, reduce social isolation, assist with access and signposting to services and act as grass roots consultation with the community. The 3 month period will allow evidence to be collated with the aim of securing external funding (as soon as this is released) in order to continue to and expand the offer available to the local community

The warm spaces hub will be run from PGCC in partnership with The Lighthouse café – subject to funding approval from the Prosperity Fund and following a formal SLA – who will provide catering, refreshments, and access to a food table

**13. Motion from Cllr Laura Harrison**

To approve for Chase Lighthouse to host community food table from PGCC on Christmas Eve and New Years Eve. The food table will only run in accordance with Officer availability.

**14. AOB**

**15. Date and time of next meeting - TBC**

