



12 May 2015

Dear Councillor

The Annual Meeting of the Town Council will be held at 7:30 pm on Tuesday 19 May 2015 at Pye Green Community Centre, Bradbury Lane, Hednesford. You are invited to attend for consideration of the matters shown on the agenda.

Yours sincerely

Peter Harrison  
Town Council Manager/Clerk

#### PUBLIC PARTICIPATION

Members of the public are invited to address the council and ask questions before the meeting begins

#### **AGENDA**

1. Apologies
2. Declarations of Interest
3. Minutes – to approve the minutes of the meeting held on 31 March 2015 (enclosed pages 36 to 39 of 2014-15)
4. Chairman's Announcements
5. Election of Chairman for the 2015-16 Municipal Year
6. Appointment of a Vice-Chairman for the 2015-16 Municipal Year

7. Report of the Town Council Manager/Clerk

To consider the following

a) Meeting and Administrative Arrangements

i) Committees and Steering Group

To consider whether the Council wishes to reconstitute the following Committees and Steering Group for the forthcoming Municipal year (with revised terms of reference – enclosed **agenda pages 1-7**) and appoint the Chairmen, Vice Chairmen and members thereof

Finance & General Purposes Committee

*(Membership 2014-15 - Chairman – Cllr D J Davis, Vice-Chairman – Cllr. R Todd and all other members of the Council)*

Audit & Standards Committee

*(Membership 2014-15 - Chairman – Cllr A Pearson, Vice-Chairman – Cllr Mrs D Todd and Cllrs. G Adamson, B Gamble, R Todd and Mrs W Yates)*

Pye Green Community Centre Management Committee

*(Membership 2014-15 - Chairman – Cllr Mrs S Cartwright, Vice-Chairman – Cllr. Mrs D Grice and Cllrs. D J Davis, B Gamble, A Pearson, Mrs D Todd, R Todd, 1 Vacancy and representatives of users of the Community Centre)*

Neighbourhood Planning Steering Group

*(Membership 2014-15 – Chairman Cllr B Gamble, - Cllrs D J Davis, Mrs D. Grice, A Pearson and Mrs W Yates)*

ii) Appointment of Principal Speakers

To consider the appointment of Principal Speakers on behalf of the Council. For the past few years these have been:

Planning (*previously Cllr B Gamble Deputy Cllr Mrs D Grice*)

Heritage (*previously Cllr D J Davis*)

Education & Safer Communities (*previously Cllr A Pearson*)

Transportation (*previously Cllr R Todd*)

Promotion/Publicity/Quality Status (*previously Cllr Mrs D Todd*)

Members may wish to revise the areas of responsibility to better reflect current issues. Suggestions for consideration:

Planning & Economic Development  
Heritage  
Education and Youth Provision  
Transportation (including Highways)  
Promotion/Publicity & Communications  
Health and Environment  
Culture and Leisure (e.g, Library, Park etc)

iii) Submission of Planning Observations

That, if ii) above is agreed, the Council is requested to confirm the arrangements with regard to submission of observations on planning applications whereby the Town Council Manager/Clerk consults the principal speaker on planning and submits observations on minor applications with the register of planning applications together with the comments made being submitted to the full Council for information and confirmation of the action taken

For more significant applications the Town Council Manager/Clerk and the principal speaker for planning will ensure that other members of the Council are consulted as appropriate

iv) Schedule of Meetings

To consider the following Schedule of Meetings. It is proposed that the Town Council Manager/Clerk in consultation with the relevant Chairmen be authorised to determine the dates of meetings not specified in the schedule and the commencement time of meetings and to alter the calendar if necessary

19:30	23 June 2015	Council
19:30	4 August 2015	Council
19:30	15 September 2015	Council
19:30	3 November 2015	Council
10:00	15 December 2015	Finance & GP (Budget)
19:30	5 January 2016	Council (Budget/Precept)

19:30	16 February 2016	Council
19:30	29 March 2016	Council
19:00	19 April 2016	Annual Town Meeting
19:30	10 May 2016	Annual Council Meeting

\* All meetings will be convened at Pye Green Community Centre

b) Appointments to other Bodies

To consider nominating persons to serve on the following:

Cannock Chase Council – Standards Committee (*Previously Cllr A Pearson*)

Cannock Chase AONB (*Previously Cllr A Pearson*)

Hednesford in Partnership (*Previously Cllr B Gamble*)

c) Annual Town Meeting

To consider a report of the meeting held on 21 April 2015 (enclosed **agenda pages 8-9**)

d) Heart of Hednesford Restoration Project

To receive a report of a meeting held on 11 March 2011 (enclosed **agenda pages 10-11**)

e) Local Government Ombudsman & Larger Parish Councils

To consider the consultation paper issued by NALC (enclosed **agenda pages 12-13**)

f) Christmas Event – Friday 4 December 2015

To consider how the event is to be organised

g) Public Consultation - Staffordshire Fire and Rescue Service Community Safety Options

To consider a response to the consultation (Options for Cannock and Rugeley **enclosed agenda pages 14-29** (other associated documents are available for inspection at the Town Council Office or online at <http://www.staffordshirefire.gov.uk/>))

- h) Risk Assessment & Internal Audit Arrangements  
To review the Risk Assessment and internal audit arrangements  
(enclosed **agenda pages 30-32**)
- i) Annual Return  
To approve the Annual Return for the Audit of Accounts for the year  
ended 31 March 2015 (enclosed **agenda pages 33-42**)
- j) Finance  
To note income received and confirm payments made up to 31 March  
2015 (enclosed **agenda pages 43-45**)
- k) CAB Outreach – Pye Green Community Centre  
To consider the annual report from CAB (enclosed **agenda pages 46-  
49**) and to approve continued financial support for CAB
- l) Future of Landfill Community Fund  
To consider the following from Ibstock Cory:

“I am contacting you because your project received an award from us through the Landfill Communities Fund, which is now at risk. HM Revenue & Customs is consulting on the future of the Landfill Communities Fund and we would like your help to ensure the LCF continues to be a valuable source of funding for community projects such as yours.

Since its inception in 1996, over £1.3bn billion has been spent on more than 51,000 projects across the UK.

The outcome of the consultation is likely to be either:

- Reform the LCF to speed up the flow of money to community groups and make administration of the fund more effective and efficient; or
- Close the LCF, with the funds re-allocated to other government priorities.

We are in favour of reforming the LCF and have worked closely with HMRC to develop the proposals mentioned in the consultation. These reforms are intended to speed up the flow of money to communities.

Competition for tax revenue is intense and we need as many positive responses about how the LCF has benefitted communities, to counter

potential claims made by other organisations that the money would be better allocated elsewhere.

The consultation document is self-explanatory and some of the questions may not be relevant to your group or project. However, you can use Q16 to provide examples of the positive impact of the LCF as well as suggestions for reforms. We would like you to point out how your community benefitted from the scheme. You could include information/statements such as:

*Our project was ..... and cost £x. We received £y of LCF money, which was vital to the project's success.*

*We believe the LCF makes a big difference to the environment and communities like ours because.....*

*We liked the opportunity to be compensated for our community being affected by a nearby waste disposal facility.*

*We are a community group and the LCF money enabled us to deliver a project without relying on our local council.*

*Unlike some other funding schemes we were able to approach several LCF funders for different aspects of our project.*

*The LCF was the only source of significant funding for a project like ours.*

*The LCF enabled us to attract grants from other funders.*

*The project enabled the community to .....*

- *you could include personal stories of the impact of your project on individuals*
- *what were the benefits to health, social wellbeing, people of all ages, the environment, the skills of volunteers, etc?*

*Without the LCF our project wouldn't have happened and we would not be able to .....*

*The LCF is a valuable source of funding for community projects that make a difference to people's lives.*

Your help is vital to securing the future of the LCF. Thank you in advance

for submitting a consultation response so that more successful community and environmental projects can be delivered”

(A copy of the consultation document is enclosed **agenda pages 50-69**)

Responses should be sent by 11.45pm on 10 June 2015

The Town Council received a contribution from Ibstock Cory towards the improvements and extension of the Pye Green Community Centre

m) Planning

To confirm the action of the Town Council Manager/Clerk in consultation with the principal speaker on planning in submitting observations on planning applications (enclosed **agenda pages 70-71**)

8. Items for Information and next agenda

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

10. Future of Hednesford Library

To consider a report of a joint meeting with Heath Hayes and Wimblebury and Norton Canes Parish Councils held on 10 April 2015 and recent correspondence from the Staffordshire County Council Cabinet Member for Children and Community Safety (enclosed **agenda pages 72-73**)