

### Council Meeting 5 January 2016 – List of Planning Applications

15/0465	New Canopy – EDS Couriers, Wimblebury Road	No Objection
15/0438	Replacement of Plant Machinery etc – Co-op Filling Station – Uxbridge Street	No Objection
15/0429	Garage & Gym – 6 Hewston Croft	No Objection
15/0422	Replacement Antennas etc. – BT Tower, Broadhurst Green	No Objection
15/0418	Extension – 24 View Street	No Objection





**Minutes of Committee Meeting  
held on Wednesday 16<sup>th</sup> September 2015 at  
Pye Green Community Centre, Hednesford**

**Present:** David Wisehall  
Kathryn Downs  
Carol Owen  
Lesley Yates  
Peter Harrison  
Brian Gamble  
George Adamson  
Christine Mitchell

**Apologies:** No apologies were received

**Approval and matters arising from previous minutes**

No matters arising.

**Update on summer events**

Hednesford Carnival – event not as well attended this year. It was generally felt that the event wasn't really promoted enough. The committee discussed the future input from the newly formed events committee for the next one. Peter and Kathryn to approach people at the next Christmas event meeting.

WW1 event – this had great attendance and David gave thanks to Carol Owen's boys and to Pam and Chris for helping on the stand. There was lots of interest in the group and it was a good event to attend to raise our profile. David to send a thank you email to Kate McVey at Cannock Chase District Council for inviting us to attend.

The date for next year's WW1 event has been provisionally set for 10th August 2016.

**Update on Spring Clean**

The group carried out the usual clean up around the entrance to the train station and Co-op car park and also cleared flower beds in Market Street and Cardigan Place. Carol has contacted Tom Walsh at the District Council who said he will provide plants. Carol to chase up. Also discussed liaising with traders to see if they would take on looking after the flower beds on a regular basis.

David raised issues at the last Council meeting with regards to maintenance of the flower beds. Peter asked to contact CCDC to find out who is responsible for maintaining planters.

The committee also discussed the litter issue in Market Street and around the town in general.

Sean from The Lions is preparing plans for landscaping the bank by the entrance to the train station. Lesley has identified funding but we need plans and costings in order to apply.

#### **Update on potential projects and funding**

Traders survey put together by Lesley needs to go out asap. Lesley to report back at next meeting.

David was unable to attend the Neighbourhood plan meeting that took place on September 8<sup>th</sup>, however he will attend the next one on 27th Oct 10am. Peter asked the committee to highlight any areas of land or buildings in the town with historical or architectural importance ahead of the next meeting. Our document has been forwarded although we are still working on it. It was discussed that we need a SWOT analysis of the town, marketing plan etc. Kathryn and David have been working on this and will meet up before 27th October to do more work on it.

**Arts committee** – Lesley has arranged to meet Louise Rose, Lisa Shepherd and Sam Dewali on 7th October at Cannock Chase Leisure Centre to discuss our ideas for art projects in the town. Lesley to report back at the next meeting.

**Phone box** - David spoke to Matt Easterbrook from Hednesford Cadets who was going to start working on it but he hasn't. We need somewhere to store it and it needs shot blasting and painting. Lesley to speak to Lisa Shepherd to ask her advice on what the best use for it could be.

**Xmas lights** - Kathryn met with Cindy to look at stall locations, road closures etc, and got a list of previous traders. Katie Love who is working with Kathryn on the events committee is going to visit the town to talk to traders a week on Monday and both are attending meetings at the Town Council to assist with the organisation of the event. HoHRP to have a stall at the event again this year.

**Promotions** - Carol to follow up on various opportunities for coverage via Cannock Radio and Hednesford Football Club programme.

Discussed the need to arrange a weekend when we can promote the group in Tesco to create more awareness.

Need to design an up to date general leaflet – Carol to arrange.

Discussed the need for help with marketing and maintaining the content on the website and social media. Carol to investigate possibility of a volunteer or apprentice via Inspire 2 Independence in Cannock.

**Any other business**

David has contacted Amanda Milling inviting her to attend one of our meetings and is awaiting a response.

**Date and time of next meeting**

The next meeting will be on Wednesday 18th November at 6.30pm at Pye Green Community Centre.





**C2** Connecting  
Communities

Community Spirit Partnership Meeting Monday 9 <sup>th</sup> November 2015	
4 – 6pm	
Coniston Hall, Chadsmoor, Cannock, WS11 5HG	
<b>Welcome and apologies</b>	
<b><u>Present</u></b>	
Jim Griffiths( R); Ken Platt(R) Barbara Sutton(R) Martin Evans(R) Ms Sammons (R)	
Suki Mander (P.C.S.O) Amy Preece (TalentMatch) Heather Preece (West Chadsmoor Family Centre) R. Heighway (SNAP) Rev'd Edward Sakwe (Chadsmoor Methodist Church) Helen Stead (R) Pam Dixon (Sitra) Mike Walker (CCDC Environmental Health)	
Rev Jan Nash ( Chadsmoor Church of England) Natalie Barrow (CCDC)	
Gary Lucking (Connecting Communities) Jan Matthews (Support Staffordshire Cannock Chase)	
<b><u>Apologies</u></b>	
Derek Davis Muriel Davis Lesley Harrison Karen Burns	
George Adamson Sarah Taylor Helga Griffiths Kerry Wright (& Partnership Team)	
Kelly McCulloch Val Pottinger	
<b><u>Minutes/Actions from last meeting</u></b>	
Jan to add Bob Heighway (SNAP) and Ash Connor (NW) to email distribution	Action completed.



<p>list.</p> <p>Jan to refer back to previous minutes regarding a bin emptying issue in Kelvin Drive</p>	<p>Action completed. Val Pottinger (CCDC) has fed back from Steve Clarke (Cleansing Manager CCDC). The bin is emptied once /twice a week. Some people using it to dispose of personal waste. It would be good if CCDC could be informed who it was.</p>
<p>Laura to contact Karen Burns at Chadsmoor school regarding the possibility of children being involved in creating a poster possibly around Environmental Health. Also, someone to attend an assembly.</p>	<p>Laura has attempted to make contact with Karen Burns</p>
<p>Jan to bring to next meeting examples of material produced by other groups</p>	<p>Jan has materials available</p>
<p>Martin to contact developer regarding the safe condition of the graffiti /street art fencing.</p>	<p>Martin to continue with this action</p>
<p>Ken and Barbara to discuss parking issues with other neighbours</p> <p>Jan to arrange a meeting for Ken, Barbara and Tom P to discuss parking issues as a working group.</p>	<p>On going</p> <p>Action completed .Meeting was held on 27/10/15</p>
<p>Jan to arrange a constitution working party meeting for Jim, Heather and Sarah</p>	<p>Action completed. Meeting held on 26/10/15</p>





<p>Jim to bring draft constitution to next meeting</p>	<p>Action completed (further discussion around this later in today's meeting)</p>
<p><b>Code of Conduct</b></p>	
<p>Code of conduct was distributed to group. It was felt that amendments needed to made. Bullet points 2,3 and 4 to move to the bottom of the page</p>	<p>Action – Jan to amend</p>
<p><b>Feedback from Sub Groups:</b></p>	
<p><b>Constitution Sub Group:-</b> Attended by Jim, Helga, Heather, Sarah, Jan. Example constitutions were discussed.</p>	<p>Action: Mike McBride will draft a constitution using examples to develop from. To distribute to working group first (via Jan if possible) then to the wider Partnership group</p>
<p><b>Princess St Parking Sub Group:-</b> Discussion around people visiting the surgery parking either side of and opposite driveways, making it impossible to reverse out with good visibility. A letter to be written to the surgery asking for the opportunity for an informal chat about how the problem could be lessened/resolved in the interest of everyone. First letter has been written by Helga and Jim with input from Jan and Gary. Jan hand delivered the letter. Earlier in the year Barbara had contacted Staffordshire County Council and received a reply. Barbara to contact SCC to obtain an application form to request 'access protection marking'. These are advisory markings, highlighting that there is an access.</p>	<p>Action: Parking Sub Group - second letter to be drafted. Action: Jane to email Jim with some suggestions around the contact of the letter</p>
<p>Discussion around other methods highlighting the issue – e.g. newspaper article,</p>	<p>Action; Barbara to obtain application form from SCC.</p>



**C2** Connecting  
Communities

<p>Planters were discussed.</p> <p>Ken commented during the Partnership meeting that he felt that the number of cars parking inconsiderately has seemed to have reduced recently, particularly on Tuesdays.</p> <p>Jane commented that people parking on pavements is also an issue. Sometimes people don't realise they are causing difficulties for people in wheelchairs.</p>	
<p><b>Graffiti/Sub Group</b></p> <p>Martin had been unable to contact the developer.</p> <p>Martin spoke about the graffiti on the panels on the other side of the road – by the island. This development has health and safety regulations in place He felt that this development was likely to be a quicker turn around so the issue would be resolved in a shorter time.</p>	<p>Action: Martin to continue to try to contact developer regarding the safety of the fencing.</p>
<p><b>SITRA – Pam Dixon</b></p> <p>The survey is to find out what works in the area over a period of 12/18mths and to find out how connected the community is and would be repeated next year.</p> <p>The group were asked if they would be prepared to help with distribution. Some members of the group took away the surveys for distribution to their groups.</p> <p>Discussion around whether the providers should take part in the survey as the services are part of the fabric of the community. The survey should be completed by adults only and there was a prize draw.</p> <p><i>Message from Pam Dixon received since the meeting:</i></p> <p><i>Pam Dixon from Sitra handed out survey booklets at the meeting. The survey will help evaluate the impact of the Community Spirit Partnership. Those of us involved in the Community Spirit Steering Group are encouraged to invite</i></p>	



**C2** Connecting  
Communities

<p><i>people they know who live in the area to complete a survey. As an added incentive, those returning surveys by the closing date can have their name entered in a prize draw to win an iPad or High Street vouchers. Unfortunately the date of the Survey Information Sheet that was handed out at the meeting had an incorrect prize draw closing date – it should read 14th January 2016 and not 14th December.</i></p> <p><i>Copies of the survey are available from Jan Matthews at Support Staffordshire, Coniston Hall, Cecil Street, Chads Moor, Cannock WS11 5HG or if you email Pam on <a href="mailto:pamd@sitra.org">pamd@sitra.org</a> she can send copies of the survey and the revised Survey Information Sheet to you. Jan will be on annual leave after 20<sup>th</sup> November but the surveys will still be available for collection. Please ring 01543 500404 to ensure there is someone in the office as it is not manned all of the time.</i></p>	
<p><b>Communication</b></p> <p>There are lots going on in the area but people don't know about everything.</p> <p>More public notice boards are needed.</p> <p>Coniston Hall window notice board needs improving.</p> <p>Different ways of communicating needs discussing at future meetings.</p>	<p>Action: Helen would help with producing notices for boards.</p> <p>Action: Jan at ask Support Staffordshire again</p>



**C2** Connecting  
Communities

<p>Communication Sub Group needs to meet again. Natalie would join the group.</p>	<p>Action: Jan to arrange a sub group meeting</p>
<p><u>Update from providers</u></p> <p><u>SNAP</u></p> <p>The vandalism of the nearby playground was discussed and what the reaction of the community has been. A lot of Facebook interest. There is an interest for the community to be involved. There has been a press article about 3 parents wanting to raise money for repair. Suggested that through Community Spirit interested parties could meeting to discuss actions that could be taken to address the problem. SNAP could be used as a venue for this meeting</p> <p><u>Public Health</u></p> <p>Natalie asked if dog fouling issues had been resolved. Discussion around school involvement and children taking part in an Environment Competition and something to be done at a school assembly.</p> <p>Ms Sammons, resident, said there was an issue with dog fouling in Cemetery Road. Mike Walker asked if she know who the dog owner was?</p>	
<p>Action: Identify individuals/organisations who may be interested in joining a group to plan actions in relation to the recent arson attack at the local playground.</p> <p>Action Mike Walker to talk to Ms Sammons after the</p>	



<p>meeting</p>	
<p>Action: Mike Walker to bring further detail to future meeting.</p>	<p><u>Environmental Health</u> Good Citizen Award Mike Walker said that there has been a limited response from schools to interact even though the schools had requested involvement. Jan mentioned that Chadsmoor school HT didn't know about it.</p>
<p>Action: residents local to Kelvin Drive need to report names</p>	<p>Kelvin Drive Issue from a previous meeting. Feedback from Steve Clarke (CCDC) The bin is emptied one or twice a week. The bin then gets refilled by people using it for their own waste i.e. green waste etc. The names of the people doing this action needs to be given before any other action can be taken.</p>



**C2** Connecting  
Communities

Stadium

Questions asked about the future of the stadium.

Consultations have taken place.

If there are any items you would like adding to the agenda for the next meeting, please let Jan have them or send them to Jim Griffiths at [Helga.griffiths@sky.com](mailto:Helga.griffiths@sky.com)

Next meeting:

Monday 7<sup>th</sup> December 2015, Pye Green Community Centre at 6.00pm

**Please note:** there will be snacks and refreshments available from 7.30- 8.30, to which members of the group (and any family and friends) are invited, as part of the Christmas celebrations. It'll also be a chance to informally chat about what has been achieved so far and what Community Spirit's plans, going into the new year.

Action: Mike Walker to ask a contact at CCDC to give an update at a future meeting.

**Peter Harrison**

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**From:** Countryside Estate Review Consultation Response  
<countrysideestatereview@staffordshire.gov.uk>  
**Sent:** Monday, November 2, 2015 9:19 AM  
**Subject:** The future management of Staffordshire's countryside parks and green spaces



Dear Sir / Madam,

As you know, earlier this year the county council announced plans to review the future management of Staffordshire's countryside parks and green spaces.

After months of consideration and preliminary talks with interested parties, including the Forestry Commission, Staffordshire Wildlife Trust, parish councils and users' groups, a 12 week consultation is now underway and open for feedback on four proposed options.

Not all options will be suitable for all sites, and in some cases a combination of options may work most effectively. This consultation will provide us with an opportunity to gather insight about how and why residents and visitors currently use our sites, and what their future needs regarding these spaces may be.

The four options under consideration are:

- A: Maintain council ownership and seek opportunities to increase income from existing sites by working with volunteers, community, third sector and private parties;
- B: Transfer management on a site-by-site basis to local community or voluntary sector groups, such as parish councils;
- C: Establish a partnership of landowners to manage all green spaces in a particular area;
- D: Establish a not-for-profit trading company to run and develop parts of the estate.

More information about these options can be found at [www.staffordshire.gov.uk/countrysidereview](http://www.staffordshire.gov.uk/countrysidereview).

### **Have your say**

There are lots of ways to have your say on the Countryside Estate Review:

Feedback forms are now available at [www.staffordshire.gov.uk/countrysidereview](http://www.staffordshire.gov.uk/countrysidereview). You can also call us 0300 111 8000, alternatively write to us at Countryside Consultation, Staffordshire County Council, 2 Staffordshire Place, Tipping Street, Stafford, ST16 2DH.

All feedback received by 24<sup>th</sup> January will be analysed and considered by our Cabinet in spring 2016.

We will of course keep you updated on any progress.

**Council Meeting 5 January 2016 agenda Item Page 13**





Hednesford Dementia Friendly Community Process UPDATE December 2015

A community that registers for the recognition process is committing to taking each of the foundation criteria and interpret them from a local perspective to fit the size, type, stage of progression and resource, and describe what they are working towards and the actions they intend to take.

Action	Responsibility	Date
<p>Criteria 1</p> <p>A Local Dementia Action Alliance is a collection of stakeholders brought together to improve the lives of people with dementia in their area. They will usually include police forces, fire and rescue services, retailers, local authorities, local transport providers, charities, community groups, businesses, care providers, health trusts, and people living with dementia and their carers.</p>	<p>Jan Matthews</p>	<p>Already done, just need to note dates of meetings and stakeholders</p> <p>Town Council Mtg 19<sup>th</sup> May 2015</p> <p>Town Council Mtg 3<sup>rd</sup> November 2015</p>
<p>Criteria 1</p> <p>Get local organisations to sign up to the Dementia Action Alliance</p>	<p>The Friends of Hednesford Park</p> <p>Museum of Cannock Chase</p> <p>Hednesford Town Council</p> <p>Hednesford Traders Association</p> <p>Tesco's</p>	<p>11.08.2014</p> <p>19.09.2014</p> <p>24.03.2015</p> <p>08.10.2015</p> <p>28.04.2015</p> <p>Tesco in process of registering and training staff</p>
<p>Criteria 2</p> <p>Identify a person or people to take responsibility for driving forward the work to support your community to become dementia friendly and ensure that individuals, organisations and businesses are meeting their stated commitments</p>	<p>Peter Harrison at Hednesford Town Council</p> <p>Jan Matthews at Support Staffordshire</p> <p>Lynn Evans at Hednesford Park</p> <p>Cindy Faulkner at The Friends of Hednesford Park</p> <p>Linda Whitehouse Chairman of Hednesford Traders Assoc.</p> <p>Sue Dalloe The Museum of Cannock Chase</p>	<p>Still working on training local organisations, schools, youth groups and local businesses.</p>
<p>Criteria 3</p> <p>Have a plan to raise awareness about dementia in key organisations and businesses within the community that support people with dementia</p>	<p>Continue to deliver training to different groups.</p> <p>Forget Me Knot Dementia Walk every Monday 1pm that links Hednesford Park, Hednesford Town and the Museum. Still waiting for the renovation of the pavilion in Hednesford Park and benches along the walk to provide appropriate facilities to support those with mobility issues.</p>	<p>Estimated completion date of the pavilion is April 2016.</p>
<p>Criteria 3</p> <p>Action Plan for training organisations, members of the community and schools</p>	<p>Dementia Friend Training delivered to Hednesford PROBUS, The Friends of Hednesford Park Volunteers,</p>	<p>2016 Jan – July Plan to deliver training to Hednesford Scouts, Staffordshire University Academy, Redhill Primary, Hednesford Army</p>

	Hednesford Town Council and The Museum of Cannock Chase staff.	cadets, Hednesford Girls Venture Air CORPS Cadets and Hednesford Valley High.
<p>Criteria 3</p> <p>Produce and target a list of individuals in local businesses, and organisations that are a priority. Organisations you could approach to take part include schools, colleges, businesses, public services, emergency services, shops, banks, professional bodies, community groups, leisure and cultural facilities, hospitals, local authorities, care homes, housing associations.</p>	Lynn Evans and Cindy Faulkner to train schools, youth organisations listed above, Whetherspoons, The Post Office and Lloyds Bank.	To be implemented by July 2016.
<p>Criteria 3</p> <p>Have a plan to raise awareness about dementia in key organisations and businesses within the community that support people with dementia</p> <ol style="list-style-type: none"> <li>1. Leaflets</li> <li>2. E-learning (Library?)</li> <li>3. Local education and training providers.</li> <li>4. Voluntary organisations that specialise in dementia, MASE and whoever</li> <li>5. Alzheimer's Society List of Dementia Friend Champions</li> <li>6. List of Healthcare professionals (including care providers)</li> <li>7. Dementia Childrens Book</li> <li>8. Dementia Walk</li> </ol>	<p>Peter Harrison at Hednesford Town Council</p> <p>Jan Matthews at Support Staffordshire</p> <p>Lynn Evans at Hednesford Park</p> <p>Cindy Faulkner at The Friends of Hednesford Park</p> <p>Linda Whitehouse Chairman of Hednesford Traders Assoc.</p> <p>Sue Dalloe The Museum of Cannock Chase</p> <p>Dementia Friend Champions are Lynn Evans, Cindy Faulkner and Daphne from The MASE group.</p>	<p>Dementia Friendly Book Published for Children July 2015 for The Friends of Hednesford Park by Cindy Faulkner and West Hill Primary School Jackanory Club.</p> <p>MASE group is delivering a monthly get together the last Thursday of every month that is very popular and well attended.</p> <p>Forget Me Knot dementia friendly walk started July 2015 and runs every week, Monday 1pm; it links the Park, the town and the Museum of Cannock Chase.</p>
<ul style="list-style-type: none"> <li>• Local branches of banks to give talks to local memory cafes about financial issues and what support the bank can offer, e.g. chip and signature cards</li> <li>• Local emergency services and trading standards departments to visit memory cafes to talk about community safety and support.</li> <li>• Pharmacies visit memory cafes to talk about what they offer as well as having a list of local support groups and information about where to get help on a notice board or in a folder.</li> <li>• Producing a very quick reference guide for local shops/businesses with details of where they can get help or advice if they meet someone who has dementia that needs support (e.g. local numbers for GP/carers organisations) in their community.</li> </ul>	<p>Peter Harrison at Hednesford Town Council</p> <p>Jan Matthews at Support Staffordshire</p> <p>Lynn Evans at Hednesford Park</p> <p>Cindy Faulkner at The Friends of Hednesford Park</p> <p>Linda Whitehouse Chairman of Hednesford Traders Assoc.</p> <p>Sue Dalloe The Museum of Cannock Chase</p> <p>Dementia Friend Champions are Lynn Evans, Cindy Faulkner and Daphne from The MASE group.</p>	<p>Action: Need to implement the drop in session in the Pavilion before we can develop the Memory Café educational and promotional awareness talks. Summer 2016.</p> <p>Complete: Use noticeboards in Library, Town Council and 4 noticeboards in the park to promote The MASE Group drop in facility and support, Museum Activities and the Forget Me Knot Dementia Walk.</p>
<p>Criteria 4</p> <p>Provide an accountable and measurable means to show Hednesford has listened to the needs of</p>	<p>The MASE Group provides an excellent support service for families living with dementia.</p>	<p>The action plan is to promote the activities already in place to support families within the</p>

<p>local people living with dementia and the action plans we have produced of their direct needs.</p>	<p>The group establishes relationships and friendships within the community. If issues arise The MASE Group organisers have in place is a good communication link with our community organisations which will enable us to resolve issues should any arise.</p>	<p>community and have taken part in the consultation to develop the Dementia Walk. The plan for Summer 2016 is to promote the Dementia Walk that links the different dementia friendly organisations and venues when we have the regular drop in, benches and resting points and appropriate toilet facilities.</p>
<p>Criteria 4</p> <ul style="list-style-type: none"> <li>• Try to represent all groups of people with dementia within the local community, for example younger people and people in the later stages of dementia, as well as people from different ethnic groups or other hard to reach groups.</li> <li>• Involve active engagement: face to face discussions where possible – interviews; focus groups; consultation events.</li> <li>• Information on the key issues to address should be available publicly, including a breakdown of whom has been consulted.</li> </ul>	<p>Cindy Faulkner from The Friends of Hednesford Park wrote a children’s book to help young people understand what it is like living with dementia. Dementia stalls and banners are displayed with people available to signpost and talk one-to-one to people at community events.</p>	<p>Completed July 2015 and is read out on all Dementia Friends training that Lynn Evans and Cindy Faulkner delivers.</p> <p>Community events have been delivered in Hednesford and in local communities promoting Hednesford as a Dementia Friendly Community since October 2014 launch.</p>
<p>Criteria 5</p> <p>Raise the profile of your work to increase reach and awareness to different groups in the community. List dates of meetings and events.</p>	<p>See photographs page (pdf)</p>	<p>2015 Events:</p> <ul style="list-style-type: none"> <li>• Supported and promoted the Alzheimer’s Society Memory Annual Walk on Cannock Chase</li> <li>• Museum of Cannock Chase Activities and Dementia Walks</li> <li>• Raised awareness at Community Events supported by The Friends of Hednesford Park</li> <li>• Safety First Event by local Emergency Services at Marquis Drive</li> <li>• Hednesford Christmas Light Switch On</li> <li>• Park Noticeboards, Hednesford Town Noticeboards</li> </ul>
<p>Criteria 6</p> <p>Focus your plans on a number of key areas that have been identified locally</p> <ol style="list-style-type: none"> <li>1. Set up of local drop in facilities at</li> </ol>	<p>Peter Harrison at Hednesford Town Council Jay Matthews at Friends of Hednesford Park at Staffordshire</p>	<p>Hednesford Library established a Dementia Friendly Drop in but unfortunately only one</p>

<p>Museum, Library and Aquarius</p> <ol style="list-style-type: none"> <li>2. Book written for children ready for raising awareness in schools</li> <li>3. Dementia Weekly Walk for Health</li> </ol>	<p>Lynn Evans at Hednesford Park Cindy Faulkner at The Friends of Hednesford Park Linda Whitehouse Chairman of Hednesford Traders Assoc. Sue Dalloe The Museum of Cannock Chase Dementia Friend Champions are Lynn Evans, Cindy Faulkner and Daphne from The MASE group. Lynn Evans manages the Forget Me Knot Walk from Hednesford Park every Monday, but the walk comes under the Chase Fit, National Macmillan Cancer Support Walk for Health Scheme led by the coordinator Hettie Pigott, WCLT.</p>	<p>person turned up each time with their carer and they stopped attending. The Museum of Cannock Chase has established regular activities, workshops and walks. The book has been written, published and is in use for supporting the dementia awareness project. The Forget Me Knot Walk is run from Hednesford park every Monday 1pm linking all of the Dementia Friendly Organisations. The walk was launched July 2015.</p>
<p>Criteria 7 Detail plan or system to update the progress of your community after six months and one year</p>	<p>Peter Harrison, Hednesford Town Council</p>	<p>Completed December 2015</p>

Local Dementia Action Alliance please contact: National Office: Dementia Action Alliance Secretariat Telephone: 0207 423 5186 Email: [dementiaactionalliance@alzheimers.org.uk](mailto:dementiaactionalliance@alzheimers.org.uk)

Regional Support

West Midlands Jeevan Jones Telephone: 01543 255955 Email: [jeevan.jones@alzheimers.org.uk](mailto:jeevan.jones@alzheimers.org.uk)

To become part of the dementia friendly communities recognition process, a representative from a community will need to fill out an online application form. This can be accessed through the Alzheimer's Society website: [alzheimers.org.uk/recognitionprocess](http://alzheimers.org.uk/recognitionprocess)

How do we use the 'working to become dementia friendly' symbol? Once a community has successfully registered with the recognition process, the named representative from the community will be granted use of the 'working to become dementia friendly' symbol that is date stamped 2014-15 issued by Alzheimer's Society. They will be able to issue the symbol to organisations and businesses in their community that wish to be part of the dementia friendly communities' initiative and have stated what their actions will be to towards becoming dementia friendly. A community will have to outline to whom they have issued the symbol as part of their annual self-assessment. There is separate guidance on how the symbol can be issued and should be used which will be supplied on successful registration.

**Hednesford Town report of working to become dementia-friendly 6-month progress against foundation criteria**

- 1. Make sure you have the right local structure in place to maintain a sustainable dementia friendly community.**

We have had regular networking meetings to support and encourage and maintain a dementia friendly community and key people within the community to support the project:

Please see attached for full details: 'Hednesford Dementia Friendly Community Process UPDATE December 2015'

- 2. Identify a person or people to take responsibility for driving forward the work to support your community to become dementia friendly and ensure that individuals, organisations and businesses are meeting their stated commitments.**

- Peter Harrison at Hednesford Town Council
- Jan Matthews at Support Staffordshire
- Lynn Evans at Hednesford Park
- Cindy Faulkner at The Friends of Hednesford Park
- Linda Whitehouse Chairman of Hednesford Traders Assoc.
- Sue Dalloe The Museum of Cannock Chase

- 3. Have a plan to raise awareness about dementia in key organisations and businesses within the community that support people with dementia.**

Please see attached for full details: 'Hednesford Dementia Friendly Community Process UPDATE December 2015'

- 4. Develop a strong voice for people with dementia living in your communities. This will give your plan credibility and will make sure it focuses on areas people with dementia feel are most important.**

Please see attached for full details: 'Hednesford Dementia Friendly Community Process UPDATE December 2015'

- 5. Raise the profile of your work to increase reach and awareness to different groups in the community.**

Please see attached for full details: 'Hednesford Dementia Friendly Community Process UPDATE December 2015'

**6. Focus your plans on a number of key areas that have been identified locally.**

- Continue to integrate the Dementia Friend training with community organisations (youth related and businesses as a priority)
- Promote the Dementia Friendly Weekly Walk when the pavilion is renovation is complete April 2016 and the benches and rest places have been installed along the walk route.

Please see attached for full details: 'Hednesford Dementia Friendly Community Process UPDATE December 2015'

**7. Have in place a plan or system to update the progress of your community after six months and one year.**

We have regular network meetings with key members of the community. We have an ultimate goal, but the plan needs to have formative evaluations to ensure that these plans still meet the priorities of our families living with dementia. We use The MASE Group to guide us with local families and keep up to date with the Alzheimer's Society newsletters and meetings. Please see attached for full details: 'Hednesford Dementia Friendly Community Process UPDATE December 2015'

**8. Administration of the recognition scheme ( e.g. how many organisations and businesses are now participating)**

1. Hednesford Town Council
2. The Friends of Hednesford Park
3. Support Staffordshire
4. The Museum of Cannock Chase
5. Hednesford Library
6. Hednesford Traders Association
7. West Hill Primary School
8. Lloyds Bank
9. Hednesford Tesco Stores

To be returned to:

Rebecca Reed  
Community Engagement Administrator

Alzheimer's Society  
Devon House, 58 St Katharine's Way, London, E1W 1LB  
[rebecca.reed@alzheimers.org.uk](mailto:rebecca.reed@alzheimers.org.uk)

## Hednesford Dementia Friendly Community Process UPDATE December 2015 Photographs

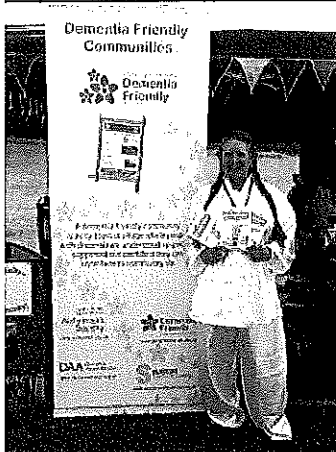


The Friends of Hednesford Park volunteers supported the Alzheimers Society Memory Walk at Marquis Drive on Sunday 11th October 2015. We were marshals and 2 of our volunteers sat on the Memory Card stall: <https://www.flickr.com/photos/alzheimersociety/albums/72157659469195379/with/22007643118/>  
<https://www.facebook.com/media/set/?set=a.999741540068179.1073742001.250286338347040&type=3>



We supported our local community Fire Service with their Safety Day Thursday 1<sup>st</sup> October 2015 at Birches Valley! 11 volunteers from The Friends of Hednesford Park walked a total of 27 miles by taking part in the Gruffalo Trail which is a mile. Lovely weather, amazing scenery, great company, great people and a pleasure to be involved.

<https://www.facebook.com/media/set/?set=a.994722057236794.1073741998.250286338347040&type=3>



We launched the Forget Me Knot Walk on Monday 13<sup>th</sup> July 2015 and promoted it and the book Cindy wrote with West Hill Primary School Jackanory Children at the very popular BRACE Carnival in Rugeley on Saturday 11<sup>th</sup> July 2015.

<https://www.facebook.com/media/set/?set=a.948672991841701.1073741951.250286338347040&type=3>

Hednesford Forget Me Knot Walk, every Monday 1pm, starting from Hednesford Park



<https://www.facebook.com/media/set/?set=a.949477481761252.1073741952.250286338347040&type=3>



Cindy Faulkner wrote 'Losing Gran' with the children from West Hill Primary School Jackanory After School Club. The book helps children understand what Dementia is about through a story of Charlie and her Gran.





The Museum of Cannock Chase have provided events throughout the year every month for families living with Dementia.

The Museum of Cannock Chase are offering a range of dementia friendly events, take part, enjoy a cup of tea and have a chat whilst learning a new skill - for you and a friend.

Sessions are free but booking is essential:

14th October - Heart art

19th October - Willow bird feeders

20th October - Countryman's favours (corn dollies) \*POSTPONED\* Date to be confirmed.

6th November - Raggy flowers

3rd December - Christmas Willow Decorations

Sessions run between 11am - 1pm.

Contact the museum for further details and to book your place.

<https://www.facebook.com/MuseumofCannockChase/>





Dear Hednesford Town Council,

Please see attached statistical information collated from Central Control CCTV within the month of October

### **CCTV MONITORING for Hednesford Town Council**

Criminal and non criminal activity

BURGLARY	1
THEFT	
DAMAGE	
AUTOCRIME	
DISTURBANCE	2
DRUNKNESS	4
ANTI SOCIAL BEHAVIOUR	2
GRAFFITI	
SUSPICIOUS	2
TRAFFIC	1
MISSING PERSON	
DRUGS	
ASSAULTS	
NON CRIMINAL (AREAS MONITORED)	138
TOTAL	150

POLICE ADVISED US 6  
WE ADVISED POLICE 3  
RESOURCE DEPLOYED 5

**92%** OF MONITORING WAS NON REPORTABLE  
**8%** OF MONITORING WAS OF OBSERVING REPORTABLE ACTIVITIES TO THE PARISH /POLICE

A break was reported at Hednesford park compound where Landscaping keep there Equipment .The compound is out of view from the cameras therefore there was no Evidence.

A Few drinkers have been reported on the town centre throughout the month we monitored police attended and moved them on

A Road Traffic accident was reported on the Rugeley road no visual from cctv as it was out of view

A few clusters have been reported causing ASB within the town Centre upon further monitoring all was in order with no issues

The Town continues to be busier especially throughout the weekends and evenings. The pub watch communicates and updates us with any incidents on a regular basis

It would be a great help if you could you update us with Any festive activities that are happening throughout November with dates/times for the Light Switch on etc .

We continue to monitor and action any requests that we can meet throughout November

Please do not hesitate to contact us regarding any issues or concerns that we can assist with throughout the Hednesford Town Centre Area throughout November

Kind Regards

Lisa Cattell  
CCTV Operator.

Email to: Amanda Wilkinson  
peter.harrison@hednesford-tc.gov.uk (Hednesford Town Council Clerk)



Dear Hednesford Town Council,

Please see attached statistical information collated from Central Control CCTV within the month of November

**CCTV MONITORING for Hednesford Town Council**

Criminal and non criminal activity

BURGLARY

THEFT 2

DAMAGE 3

AUTOCRIME

DISTURBANCE 1

DRUNKNESS 1

ANTI SOCIAL BEHAVIOUR 2

GRAFFITI

SUSPICIOUS 4

TRAFFIC 1

MISSING PERSON 1

DRUGS

ASSAULTS

NON CRIMINAL (AREAS  
MONITORED) 179

TOTAL 194

POLICE ADVISED US 12

WE ADVISED POLICE 3

RESOURCE DEPLOYED 9

92%

OF MONITORING WAS NON REPORTABLE

8%

OF MONITORING WAS OF OBSERVING REPORTABLE ACTIVITIES TO THE PARISH /POLICE

It has been quite busy in the November month with different criminal activities around the town centre of Hednesford with the police asking us to keep in view for a missing person and observations for vehicles.

We have had no concerns with liaising between ourselves and the pub watch users and no incidents reported in connection around the pub/food trade.

We have monitored a few clusters of youths in the area which seem to be always the case just loitering and general hanging around the streets, but nothing of a criminal nature when we monitored

The areas of Tesco undercover carpark, Lloyd's tsb and the rear end of the park by the pavilion seem to be the area Hot spots for the youths to congregate

We have been requested by the police to review footage regarding damage to the toilets and bench areas at the pavilion area at the rear of Hednesford park. Unfortunately the conclusion was negative evidence as the cameras do not cover this area of the park.

We are very aware there seems to be some mindless people vandalising our park areas and are very cautious upon monitoring these areas to try and assist to prevent these things happening

We were requested to review/copy footage by the police for a theft/ fraud case regarding possible Eastern European group in the area on one occasion

We continue to monitor the area and action any requests we receive during the next month of December

Please do not hesitate to contact us regarding any issues or concerns relating to the Hednesford parish area

Kind Regards

Lisa Cattell  
CCTV Operator.

Email to: Amanda Wilkinson  
peter.harrison@hednesford-tc.gov.uk (Hednesford Town Council Clerk)

The future of audit procurement and the Sector Led Body.

Dear Colleagues

We are pleased to announce that we have set up a company to procure audit services on your behalf. This letter officially invites you to become an opted in authority to this scheme.

When the previous Government abolished the audit commission, NALC and SLCC expressed concerns about the impact this would have on the workload of local councils and drainage boards. We successfully persuaded Government to enable us to nominate NALC and partners to form a Sector Led Body to procure your audit services simplifying arrangements and reducing the burden on you.

We also successfully persuaded Government to fund the start-up costs of £540,000 which otherwise the sector would have had to raise itself.

The attached note sets out further information, but at this stage you do not need to do anything unless you wish to opt out of the audit procurement arrangements, set up your own independent audit panel and procure relevant services. If you do not wish to participate you need to tell us by 31 January 2016 that you do not wish to participate and will be making your own arrangements.

If you do not opt out you will automatically be included in the arrangement for the next five years as stated in the regulations passed at the start of the year.

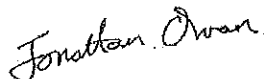
**If you wish to opt out of the Sector Led Body Audit procurement you must let us know by 31 January 2016 by emailing [slboptout@nalc.gov.uk](mailto:slboptout@nalc.gov.uk) or writing to:**

Audit Opt Out  
Sector Led Body  
National Association of Local Councils  
109 Great Russell Street  
London  
WC1B 3LD

This has been a real triumph for the sector resulting from good joint working between NALC, the ADA and the SLCC, working closely with DCLG.

Regards

Jonathan Owen – Chief Executive NALC



The Society of Local Council Clerks

Innes Thompson – Chief Executive ADA



National Association of Local Councils, Society of Local Council Clerks and the Association of Drainage Authorities.

Factsheet on the future of audit procurement and the Sector Led Body.

## **FACTSHEET - PROCUREMENT OF AUDIT FOR SMALLER AUTHORITIES**

Auditing procedures for smaller authorities continue as before, but the procurement process will change from 2017.

From the start of the 2017/18 financial year smaller authorities, including parish and town councils and internal drainage boards, can choose to have an auditor appointed to them by a new 'sector-led body' or they can decide to procure their own, but they must have an auditor appointed as a legal requirement. We intend to call this procurement body the 'Smaller Authorities' Audit Appointments Limited.

This factsheet sets out how the new arrangements will work, what the new body will do, what it will offer to smaller authorities, and how you can opt out of having an auditor appointed to you and what you will then need to do.

Smaller authorities with a turnover of less than £25,000 will be exempt from having to submit an annual financial return, but will still need to have an auditor appointed in case there are questions from electors to be resolved. The SLB will be the first point of contact in such a case.

### **Background**

The National Association of Local Councils (NALC) is working with the Department of Communities and Local Government (DCLG), Society of Local Council Clerks (SLCC) and Association of Drainage Authorities (ADA) on the establishment of a 'sector led body' to procure audit for smaller authorities for the 2017/18 financial year.

The new body will be responsible for procuring audit services for smaller authorities – this is all parish and town councils and internal drainage boards with an income of less than £6.5m – and for the management of these audit contracts for a period of five years.

The Local Audit and Accountability Act 2014 requires that from 2017, smaller authorities will appoint auditors through a 'sector led body' or opt out of such arrangements and appoint auditors locally. As before every authority must have an auditor.

The Smaller Authority Regulations<sup>1</sup> enabled the establishment of a sector-led, collective procurement body to appoint auditors and manage audit contracts. This approach acknowledges both the benefits of collective procurement and the important fact that smaller authorities may not have resources or capacity to individually appoint auditors locally.

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<sup>1</sup> The Local Audit (Smaller Authorities) Regulations 2015 <http://www.legislation.gov.uk/ukdsi/2015/9780111126103>

National Association of Local Councils, Society of Local Council Clerks and the Association of Drainage Authorities.



Factsheet on the future of audit procurement and the Sector Led Body.

Audit of all smaller authorities remains mandatory and the creation of the body is aimed at easing the administrative burden, reducing costs and ensuring quality, while maintaining the opportunity for a local approach to auditor appointment.

The audit regime remains unchanged with limited assurance engagements being required from all authorities except those smaller authorities with zero expenditure, who will continue to confirm this annually in response to auditor requests.

One important change is that from 2017 those smaller authorities with a turnover below £25,000 will still be required to complete and publish an Annual Return, but will no longer be required to submit it for audit.

### **About the Sector-Led Body (SLB)**

As previously stated, NALC, SLCC and ADA are currently working together to set up a 'sector led body' to procure audit for smaller authorities for the start of the 2017/18 financial year. This process is being supported and funded by DCLG.

As was the case with the former Audit Commission, the running costs of the new body will be funded from the audit fees charged to smaller authorities, but the overhead is planned to be lower as the SLB will not carry out a number of functions done by the former Audit Commission.

The board of the new body will comprise an independent chair, two independent members, and representation from NALC, SLCC and ADA. Secretariat support will be provided by NALC. The new body will have a Memorandum of Understanding with DCLG, who will have optional observer status, and who will also review and monitor progress and quality of SLB work.

The SLB will appoint auditors for **all those smaller authorities 'opted in' to the new arrangements.**

A tender process (compliant with European rules and regulations) will be completed by the end of September 2016.

The SLB will procure, deliver and manage the audit contracts; this will include specification of contract requirements, management of auditors, recording of all authorities opting in or out, communications and quality management of audit contracts.

Quality assurance of audits/limited assurance engagements will be conducted by a process to be managed through DCLG.

National Association of Local Councils, Society of Local Council Clerks and the Association of Drainage Authorities.

Factsheet on the future of audit procurement and the Sector Led Body.

The SLB will be charged with monitoring those smaller authorities who decide to 'opt out' and reporting those bodies to DCLG, confirming when they have appointed auditors locally.

### **What you need to do**

Those smaller authorities who wish to participate in the SLB do not need to do anything as all smaller authorities are automatically opted in to the new body and will have an auditor procured for them.

This is aimed at helping the transition to new arrangements in 2017 to be as seamless as possible and with no disruption to your audit arrangements.

### **How to opt out of the new arrangements**

However your council is entitled to opt out of the new arrangements. The decision to opt out must be through a formal meeting of the council, and as such every council who is eligible to opt-out needs to actually formally consider if they are going to.

If you wish to opt out of the Sector Led Body Audit procurement you must email [slboptout@nalc.gov.uk](mailto:slboptout@nalc.gov.uk) or write to:

Audit Opt Out  
Sector Led Body  
National Association of Local Councils  
109 Great Russell Street  
London  
WC1B 3LD

by 31 January 2016 (if you do not do so by that date the next chance to opt out will be in five years time)

All authorities who wish to opt out must make their own arrangements with auditors, which will include but is not limited to the following:

- establishing an Auditor Panel;
- following a statutory appointment process set out in regulations;
- appointing an auditor by 31 December 2016;
- providing the SLB with the contact details of your auditor.

Smaller authorities who 'opt out' but fail to appoint an auditor by the deadline will have an auditor appointed for them, as the appointment of an auditor is a legal requirement. Such an appointment may be at a considerably higher cost as the savings from the bulk procurement of auditors may not be available and there will be additional administrative charges.

A small fee will be charged for this to cover the whole five year period and will be payable before the start of the new audit arrangements in April 2017. These authorities may 'opt out'

National Association of Local Councils, Society of Local Council Clerks and the Association of Drainage Authorities.

## Factsheet on the future of audit procurement and the Sector Led Body.

but will still have to appoint auditors and meet the requirements set out above and it is highly likely this will be a far more expensive option.

It would be prudent of you to consider in your budget discussion funding to meet either the costs of audit if you are a council above £25,000 turnover, or the fee to access a an auditor from the Sector Led Body if you are a smaller council. The previous audit costs were negotiated several years ago and included some cross subsidy from larger councils so your costs in future years may increase. The one-off SLB fee is estimated to be less than £100, however this may be subject to change as the SLB is set up.

### Timetable

SLB Chair and Board (Independent) roles advertised	Oct 2015
SLB set up as a corporate entity	Nov 2015
SLB Board in place	Nov 2015
Specification of Auditor procurement requirements start	Nov 2015
Local Authorities written to and informed of options	Nov 2015
Smaller authorities dealing to opt out of SLB arrangements	End Jan 2016
Specification of auditor requirements	End 2015
Procurement of auditor services starts	Start 2016
Auditors appointed by SLB	End Oct 2016
Opted out authorities to advise SLB of auditor appointments	Oct 2016
Auditors in place	Start 2017
Auditors start work	Start 2017/18 financial year
Auditors first reports	2 <sup>nd</sup> quarter 2018

### Summary of Key points

- **New Audit arrangements come into force on 1 April 2017 requiring the set up a SLB**
- **NALC will be working in partnership with SLCC and ADA to set-up of the SLB**
- **The SLB will procure, deliver and manage the audit contracts to start 1 April 2017**
- **The SLB will appoint auditors for all those authorities opted in**
- **Authorities who opt out of the SLB arrangements will need to inform the SLB and will have to have appointed auditors by 31 December 2016**
- **The audit regime from 1 April 2017 remains unchanged using limited assurance engagements**

If you wish to opt out of the Sector Led Body Audit procurement you must let us know by 31 January 2016 by emailing [slboptout@nalc.gov.uk](mailto:slboptout@nalc.gov.uk) or writing to:

Audit Opt Out  
Sector Led Body  
National Association of Local Councils  
109 Great Russell Street  
London  
WC1B 3LD



**Hednesford Town Council**  
**Lloyds TSB Bank Reconciliation 30/11/15**

Bank Balance per Statement £ 95,001.27

LESS O/S cheques

02/11/2015	2875	Anthony Hunt	£	60.00
20/11/2015	2887	Centro Systems	£	1,670.40
	2888	P Wilkinson Electrical	£	552.00
	2889	Miss Z Woolston	£	89.00
	2890	Risk Assessment Solutions	£	30.00
	2892	Treeway Fencing Limited	£	100.00
	2893	Ricoh	£	210.12
	2894	South Staffs Water	£	668.01

£ 3,379.53

Cash Book bank balance at 30.09.15

£ 91,621.74

Lloyds TSB Cash Book Balance

£ 91,621.74

1 Year Long Term Savings

£ 50,000.00

3 month Savings

£ 30,000.00

BIA Savings

£ 22,417.65

Total Cash Balances

£ 194,039.39

Reserves B/F

£ 157,834.02

Receipts

£ 158,312.00

£ 316,146.02

Less: Expenditure

£ 122,106.63

TOTAL

£ 194,039.39



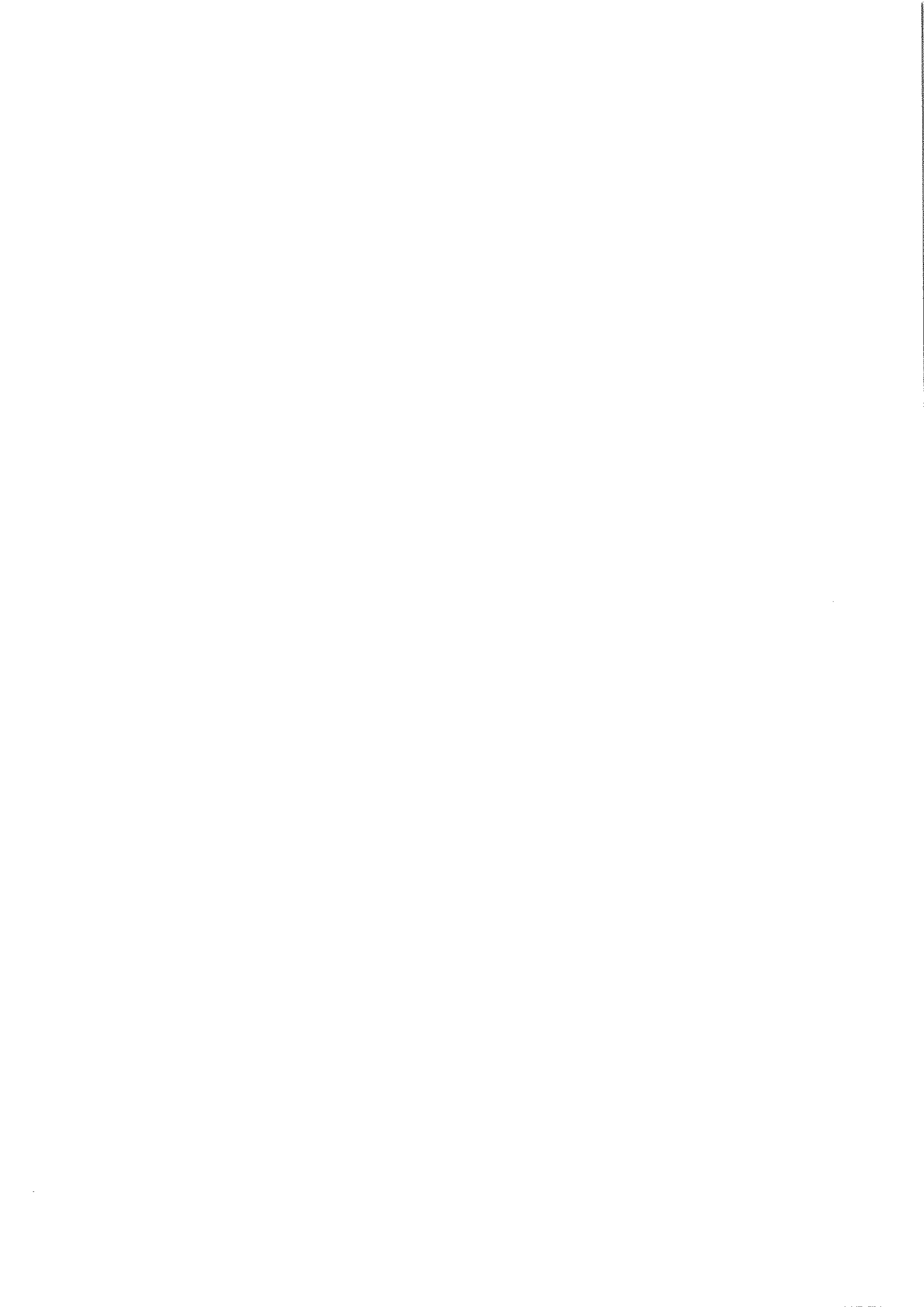
Hednesford Town Council - Cash Book 2015/16  
30/11/2015 Cheques sent out

Date	Payee	£	Details
02/11/2015	Executive Security	£ 815.56	Duplicated Security Bill
02/11/2015	130 City Electrical Factors Ltd	£ 44.07	Spare Bulbs
	131 Bradleys	£ 162.00	Salary Fee
	132 John Lewis A Pearson	£ 574.05	Chairmans Allowance
	133 Anthony Hunt	£ 60.00	Book
	134 Geze Uk Ltd	£ 2,274.00	Automatic door
	135 Cannock Chase Council	£ 413.14	
	136 es print	£ 291.40	Christmas Banner, leaflets, posters
	137 W.E Pointon & Sons	£ 119.46	Chocolate for Santa goody bags
	138 The Marketing Room	£ 240.00	Website support
20/11/2015	139 Mr B Jones	£ 273.81	Salaries
	140 Mr D Richards	£ 522.30	Salaries
	141 Mrs L Bowman	£ 860.33	Salaries
	142 Mr P Harrison	£ 1,601.51	Salaries
	143 Mr M J Bradbury	£ 724.77	Salaries and expenses
	144 Staffordshire Pension Fund	£ 238.96	Pension
	145 Centro Systems	£ 1,670.40	Computer software
	146 P Wilkinson Electrical	£ 552.00	External Lighting & electricity supply to automatic door
	147 Miss Z Woolston	£ 89.00	Room hire refunded cancellation
	148 Risk Assessment Solutions	£ 30.00	Fire & Emergency Light Testing
	149 Mr A Pearson	£ 74.98	Chairmans allowance
	150 Treeway Fencing Limited	£ 100.00	Christmas Tree Community Centre
	151 Ricoh	£ 210.12	Photocopier
	152 South Staffs Water	£ 668.01	Water Bill
04/11/2015	153 Cannock Chase Council	£ 720.00	Rates
18/11/2015	154 Npower	£ 624.00	Electricity Supply
27/11/2015	155 Lloyds Bank	£ 17.93	Bank Charges

Month Total £ 13,971.80

Lloyds TSB Cash Book Balance	£ 91,621.74
1 Year Long Term Savings	£ 50,000.00
3 month Savings	£ 30,000.00
BIA Savings	£ 22,417.65
Total Cash Balances	<u>£ 194,039.39</u>

Reserves B/F	£ 157,834.02
Receipts	£ 158,312.00
	£ 316,146.02
Less: Expenditure	£ 122,106.63
TOTAL	<u>£ 194,039.39</u>





Date	check	Source	Type	TOTAL	VAT on Receipts	Precept	VAT Recovered	Interest Received	PGCC Hall Lettings	PGCC Bar Takings	Misc	Grants	Loan	Community Investment Levy
		Year Total		£ 155,389.29	£ -	£ 130,000.00	£ 8,027.46	£ 100.46	£ 16,729.90	£ 531.47	£ -	£ -	£ -	
03/11/2015		EDA Limited	Faster Payment	£ 64.00					£ 64.00					Regular Hirer - Zumba
03/11/2015		Community Spirit	Faster Payment	£ 66.00					£ 66.00					Hire of Meeting Room
04/11/2015		Mrs Denny	500170	£ 1,180.20					£ 145.60					Regular Hirer-Tuesday Dance
		Mrs Ward							£ 120.00					Regular Hirer- Slimming World
		Mr & Mrs Small							£ 89.60					Regular Hirer-Sequence Dance
		Mr Gregory							£ 76.80					Regular Hirer-Pye Green Dance
		Pre School Learning Alliance							£ 96.00					Regular Hirer-Toddlers
		Pye Green Ladies Club							£ 64.00					Regular Hirer-Ladies Social
		Labour Party							£ 42.00					Meeting Room 1 Hire
		Mr & Mrs Kesy							£ 307.20					Regular Hirer-Stardust
		Enma Osborne							£ 50.00					Children's Party
		Mrs Smith							£ 24.00					Meeting Room 2 Hire
		Mr Taylor							£ 155.00					Regular Hirer-Chasin Tails
		Mr G Hunt												Hednesford History Book
		Plyvine Catering		£ 124.31						£ 124.31				Bar Commission
		EHMAA		£ 259.20					£ 259.20					Regular Hirer - Karate
11/11/2015		WLCI		£ 120.00					£ 120.00					Regular Hirer-Rugeley Leisure Centre
12/11/2015		West Midlands Labour		£ 543.00					£ 30.80					Meeting Room 1 Hire
24/11/2015		Mr & Mrs Small	500172						£ 67.20					Regular Hirer-Sequence Dance
		Mrs Stokes							£ 325.00					Regular Hirer-Stars
		Mr Taylor							£ 120.00					Regular Hirer-Chasin Tails
07/11/2015		Weight Watchers	BGC	£ 307.20					£ 307.20					Regular Hirer-Weight Watchers
30/11/2015		Mr Gregory	500172	£ 258.80					£ 76.80					Regular Hirer-Pye Green Dance
		Pye Green Ladies Club							£ 32.00					Regular Hirer-Ladies Social
		Mrs Ward							£ 150.00					Regular Hirer- Slimming World
		Month Total		£ 2,922.71	£ -	£ -	£ -	£ -	£ 2,788.40	£ 124.31	£ 10.00	£ -	£ -	
		Year Total		£ 158,312.00	£ -	£ 130,000.00	£ 8,027.46	£ 100.46	£ 19,518.30	£ 655.78	£ 10.00	£ -	£ -	