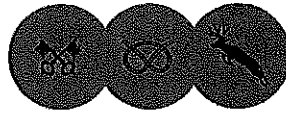


Hednesford Town Council



Gateway to the Chase

14 June 2017

Dear Councillor

A Meeting of the Town Council will be held at 7:30 pm on Tuesday 20 June 2017 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 9 May 2017 (enclosed **pages 1 to 6 of 2017-18**)

Peter Harrison JP BA(Hons)Town Council Manager/Clerk
Pye Green Community Centre Bradbury Lane Hednesford Staffordshire WS12 4EP
peter.harrison@hednesford-tc.gov.uk
Tel: 01543 424872 Skype: HTC.clerk

4. Report of the Town Council Manager/Clerk

To consider the following:

a) Planning

To confirm the action of the Town Council Manager/Clerk in consultation with the principal speaker in submitting observations on planning applications (enclosed **agenda page 1**)

b) Neighbourhood Plan Update

c) Heart of Hednesford

To receive notes of a meeting held on 19 April and 17 May 2017 (enclosed **agenda pages 2 to 7**)

d) CAB – Pye Green Outreach

To consider the Annual Performance Report 2016-17 (enclosed **agenda pages 8 to 13**)

d) 5's Car Parking

Following concerns regarding parking Mike Edmonds from Cannock Chase Council has provided the following information:

"In the short term IHL are managing the cross over periods between games wherever possible in order to try and eliminate some of the problems. They also let teams know when they book to park politely and sensitively and not to park on the verge or in neighbouring streets but to use the small public car park nearby.

The longer term plan is to monitor the situation to see when the peak periods for the facility are (the facility will need be operational for at least a number of months in order for this to be determined) and then to consider alternative options. Generally as we move towards the summer months usage tends to be less and during the day the car park is generally empty and unused.

Going forward, the one option could be to use the intended grass football pitch area. However, as you know this area needs to dry out first and then be re-seeded (awaiting a date from the Contractor but likely by Summer 2017). We have included a drop kerb already to allow vehicles access to this area but there was no additional money in the budget to undertake any more hard surfacing work or install matting.

I have spoken with Sport England who funded part of the facility including the grass football pitch and in principle they are ok with us perhaps changing this grass pitch to a parking area, if their Planning Manager (Maggie Taylor) is in agreement.

I have spoken with finance to look if there are any unallocated S106 monies that could possibly be used to fund the additional works and then, subject to adequate funding, I would have to follow the usual process to get approval to spend (Report to Cabinet)"

e) Tree Charter

6 November 2017 is the 800th anniversary of the 1217 Charter of the Forest and the Charter for Trees, Woods and People will be launched. The Charter

will recognise the right of the people of the UK to benefit from trees and woods. The Town Council has been invited to register as a Charter Branch

The principles of the Charter can be found online at <https://sign.treecharter.uk/page/6023/petition/1>

f) Town Centre Flags

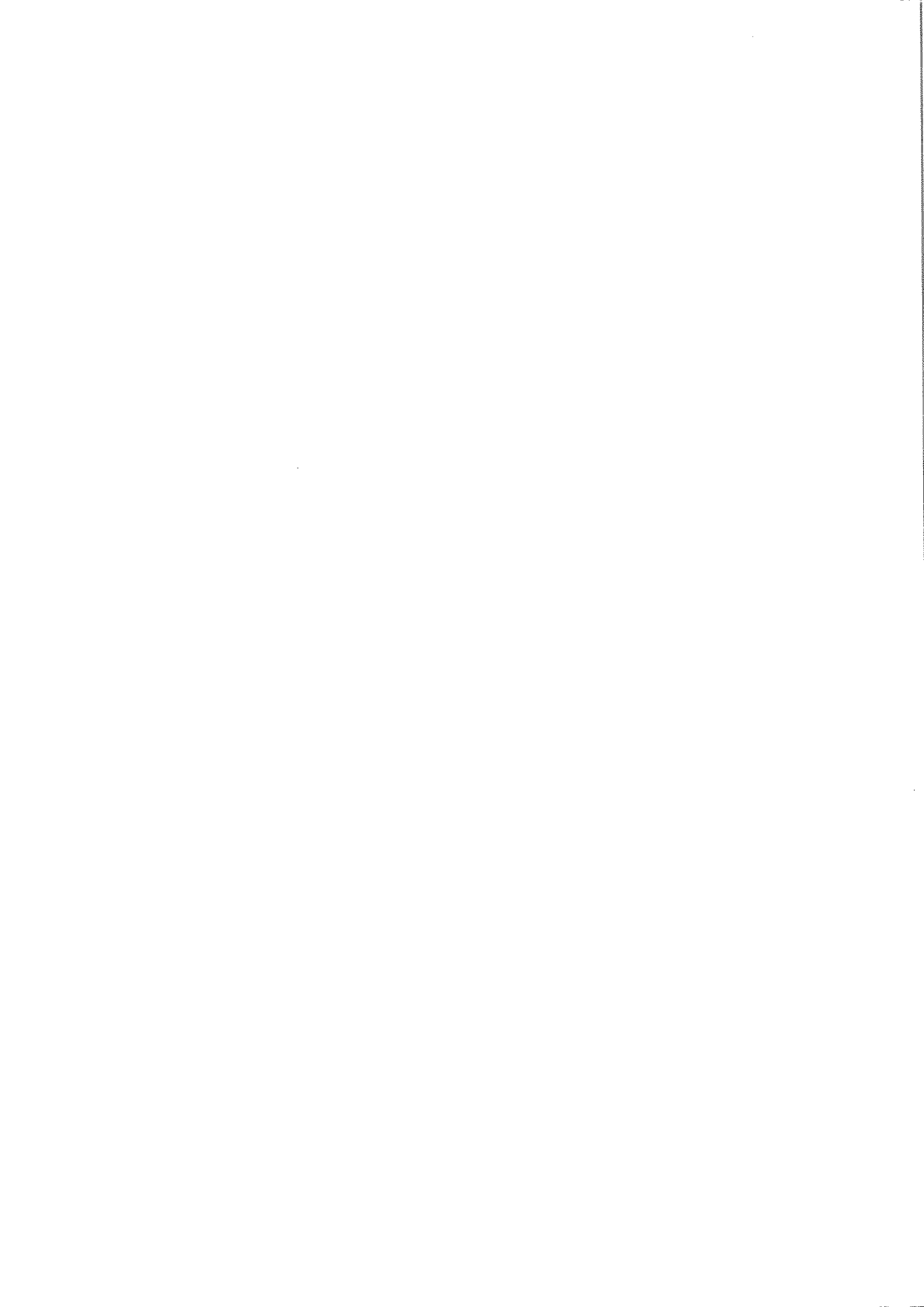
To report on correspondence from the MP

g) CCTV

To receive CCTV monitoring reports up to May 2017 (enclosed **agenda pages 14 to 16**)

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 (if necessary)



HEDNESFORD TOWN COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL

HELD AT 7:30 pm ON TUESDAY 9 MAY 2017

AT PYE GREEN COMMUNITY CENTRE, HEDNESFORD

PRESENT: Cllrs. A Pearson (Chairman), B Gamble (Vice-Chairman),
G Adamson, Mrs S Cartwright, Mrs D Grice and C Mitchell

(Apologies for absence were received from Cllrs D J Davis and Mrs L Whitehouse)

IN ATTENDANCE: Mr P Harrison (Town Council Manager/Clerk) County Cllrs G Burnett and P Hewitt, District Cllr P Woodhead, Mr D Wiseshall (Heart of Hednesford), L Aitchison (PR Adviser) and a PCSO from Staffordshire Police

Prior to the formal commencement of the meeting the following items were raised

Redundant Pay Phones

A suggestion was made that the kiosks could be used to provide additional locations for defibrillators throughout the town. However, it was noted that the equipment needed to be checked on a weekly basis and finding someone to take on that task would be difficult

Heritage Phone Box

Due to difficulties in securing a location for the siting of the phone box this matter was ongoing

Drug Problems

Reference was made to drug problems and that a particular issue had arisen relating to the Park. It was noted that the Friends of Hednesford Park were looking at this matter and the Police would also be endeavouring to tackle illegal drug use and advised the public to report any incidents by using the 101 telephone contact number

Pye Green Valley Green Space

It was noted that representations were to be made by the Heart of Hednesford for the Local Plan to provide an enhanced level of protection for green spaces in Pye Green Valley. Town Councillors indicated that they were supportive of this

Police Report

Information was received on a number of crimes in the area and the arrest of suspect s

1 MINUTES

The minutes of the meeting held on 28 March 2017 were approved as a correct record

2 CHAIRMAN'S ANNOUNCEMENTS

Welcome

The Chairman welcomed everyone to the Annual Statutory Meeting of the Town Council

County Council Elections

The Chairman thanked Cllrs George Adamson and Chris Mitchell for their service as County Councillors for the past 4 years and congratulated Cllrs Graham Burnett and Phil Hewitt on being elected to serve as the new representatives for the Hednesford and Rawnsley Division of the County Council

Miners' Memorial Phase IV Dedication

The Chairman had been honoured to represent the Town Council at the dedication service on 22 April in the presence of HM the Lord Lieutenant of Staffordshire and Mrs Dudson, the former Bishop of Manchester and other dignitaries. He had subsequently received apologies for absence from the Chairman of Rugeley Town Council whose invitation had gone awry. The event was well attended and enjoyed superb weather. The Rugeley Lea Hall Band and the Chase Orpheus Male Voice Choir were both excellent. Thanks were expressed to CHAPS for organising the event and the Chairman had written to Trish and Mike Mellor to thank them in particular

ANZAC Memorial

The Chairman had attended the annual ANZAC commemoration on 23 April at the Commonwealth Cemetery on Cannock Chase and had laid a wreath on behalf of the Council. At the conclusion of the ceremony Mr J Elson had presented him with a copy of a book he had compiled entitled The War History of the 1/5th Battalion South Staffordshire Regiment (TF) 1914-1919

This encyclopaedic work contained volumes of information regarding the Regiment during that time. The Chairman would be inviting Mr Elson to meet Council members to give further details on the background to the creation of the book

The Hednesford Embroidery

The Chairman reminded members that the Town Council had commissioned the Chadsmoor Tapestry Guild to produce an embroidery on the theme of Hednesford – Gateway to the Chase. Work on this was nearly complete and arrangements were being made for framing which would result in the finished article measuring nearly 6 feet by 4 feet which would be hung for the public to see at Pye Green Community Centre

3 ELECTION OF CHAIRMAN FOR THE 2017-18 MUNICIPAL YEAR

RESOLVED:

That Cllr A Pearson be elected Chairman of the Council for the 2017-18 Municipal Year
He thereupon completed the Declaration of Acceptance of Office

4 APPOINTMENT OF VICE-CHAIRMAN FOR THE 2017-18 MUNICIPAL YEAR

RESOLVED:

That Cllr B. Gamble be appointed Vice-Chairman of the Council for the 2017-18 Municipal Year
He thereupon completed the Declaration of Acceptance of Office

5 REPORT OF THE TOWN COUNCIL MANAGER/CLERK

Consideration was given to this report:

RESOLVED:

- a) Planning
That the action of the Town Council Manager/Clerk in consultation with the principal speaker in submitting observations on planning applications shown at Annex 1 be confirmed
- b) Neighbourhood Plan
That it be noted that this was still being reviewed by the Local Planning Authority in anticipation of the completion of a Strategic Environmental Assessment
- c) Meeting and Administrative Arrangements

- i) Committees and Steering Group
That the following Committees be constituted for the forthcoming Municipal Year and the Chairmen, Vice Chairmen and members thereof be as indicated:

Finance & General Purposes Committee

Chairman – Cllr. D J Davis, Vice-Chairman – Cllr C Mitchell and all other members of the Council

Audit, Grants & Standards Committee

Chairman – Cllr Mrs S Cartwright, Vice-Chairman – Cllr Mrs D Grice and Cllrs. G Adamson, B Gamble, B Hardman, Mrs S Hardman and A Pearson

Pye Green Community Centre Management Committee

Chairman – Cllr. Mrs S Cartwright, Vice-Chairman – Cllr. Mrs D Grice and Cllrs. D J Davis, B Gamble, B Harding, A Pearson, Mrs L Whitehouse and representatives of users of the Community Centre

Neighbourhood Planning Steering Group

Chairman – Cllr B Gamble , Vice- Chairman – Cllr C Mitchell and Cllrs Mrs D Grice, B Hardman, A Pearson and Mrs L Whitehouse

Christmas Lighting Joint Committee

Cllr Mrs S Cartwright

(Any Member wishing to alter their membership was advised to contact the Town Council Manager/Clerk)

- ii) Appointment of Principal Speakers
That the following be appointed as Principal Speakers on behalf of the Council:

Planning & Economic Development (*Cllrs B Gamble and B Hardman (Deputy)*)

Heritage (*Cllr D J Davis*)

Education & Youth Provision (*Cllr A Pearson*)

Transportation (including Highways) (*Cllr C Mitchell*)
Promotion/Publicity & Communications (*Cllr Mrs S Cartwright*)
Culture & Leisure (*Cllr G Adamson*)

iii) Submission of Planning Observations

That with regard to submission of observations on planning applications the Town Council Manager/Clerk consult the principal speaker on Planning & Economic Development and be authorised to submit observations on non contentious 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 and for more significant applications the Town Council Manager/Clerk and the principal speaker for Planning & Economic Development ensure that other members of the Council are consulted as appropriate prior to submission of observations

iv) Schedule of Meetings

That the following Schedule of Meetings be approved.

20 June 2017	Council
1 August 2017	Council
12 September 2017	Council
7 November 2017	Council
12 December 2017	Finance & GP (Budget)
2 January 2018	Council (Budget/Precept)
13 February 2018	Council
27 March 2018	Council
17 April 2018	Annual Town Meeting
8 May 2018	Annual Council Meeting

That the Town Council Manager/Clerk in consultation with the relevant Chairmen be authorised to determine the dates and commencement times of meetings not specified in the Schedule and other alterations as necessary

d) Appointments to other Bodies

That the following appointments be made:

Cannock Chase Council – Standards Committee (*Cllr C Mitchell*)

Cannock Chase AONB (*Cllr A Pearson – Deputy Cllr D J Davis*)

Hednesford in Partnership (*Cllr B Gamble*)

e) Annual Town Meeting

That a report of the meeting held on 18 April 2017 be noted

f) CHAPS

That a report of meetings held on 7 April 2017 be noted

- g) Hednesford in Partnership
That a report of a meeting held on 13 March 2017 be noted
- h) Heart of Hednesford
That a report of a meeting held on 22 March 2017 be noted
- i) Chase Line Electrification
That correspondence from the MP regarding works to the line and consequential disruption to the timetable be noted
- j) Damaged Planter – Cardigan Place
That it be noted that the Highways Authority was arranging for this to be repaired
- k) CCTV Monitoring
That the monitoring report up to 31 March 2017 be received
- l) Review of Risk Assessment & Internal Audit Arrangements
That the Risk Assessment be approved and the internal audit arrangements with Mr R Newton be confirmed
- m) Approval of the Annual Governance Statement followed by Approval of Accounting statements as contained in Sections 1 and 2 respectively of the Annual Return for 2016-17
That Section 1 Annual Governance Statement 2016-17 be approved followed by Section 2 – Accounting statements 2016-17 as contained in the Annual Return for the Audit of Accounts subject to Schedule E being amended to show CIL Income of £380.40 and the General reserve as £10339.60
- n) Finance
That income received be noted and payments made be confirmed up to 31 March 2017

6. MEMBERS ITEMS

Reference was made to the success of the 5's All Weather Pitch. However, there had been resultant car parking problems with damage to grass verges and open spaces. Cllr C Mitchell agreed to make enquiries as to whether it would be possible to create additional parking spaces on site

The Meeting ended at 8:20 pm

Signed:

Dated:

5 – 2017-18

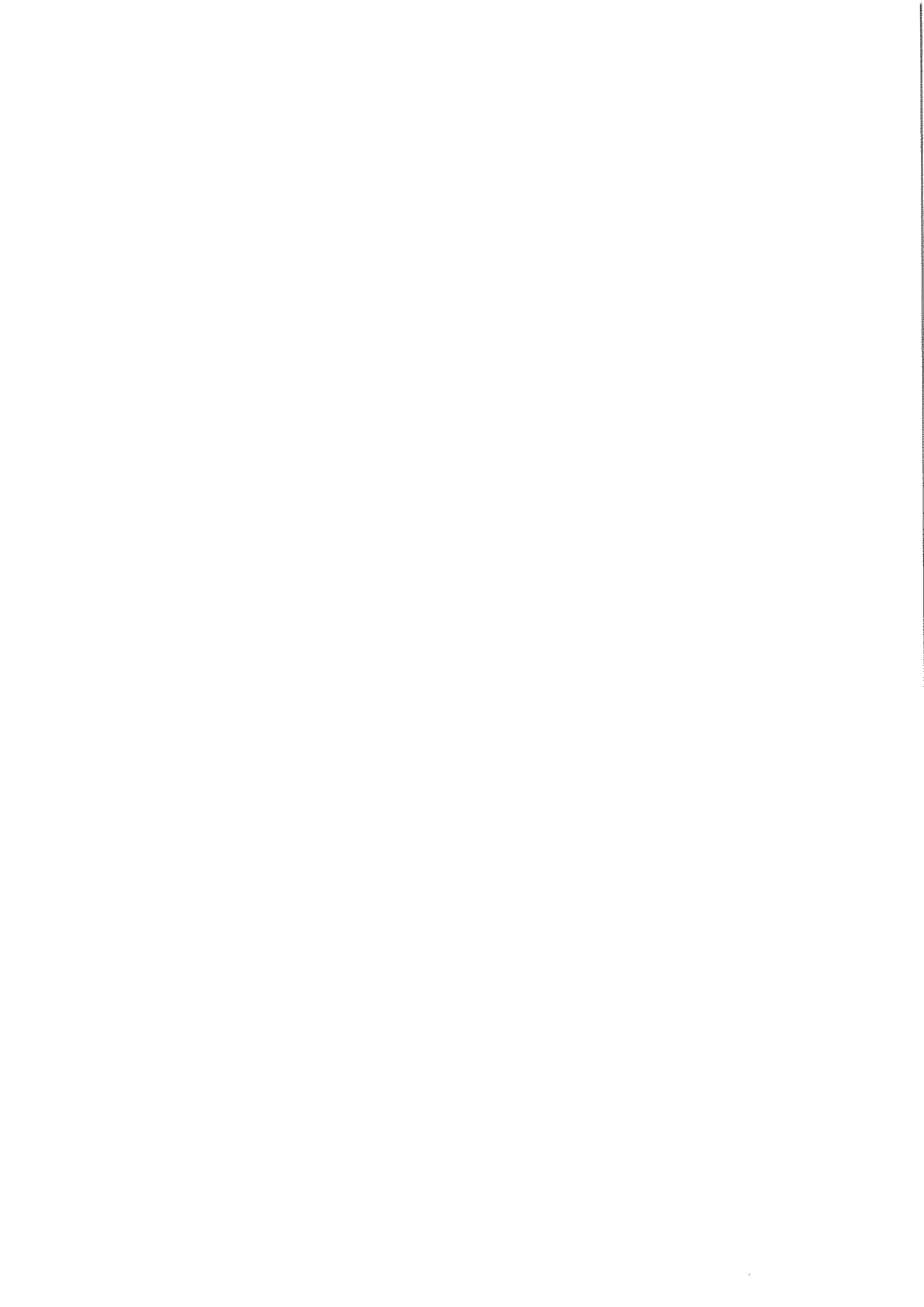
Annex 1

Council Meeting 9 May 2017 – List of Planning Applications

17/141	Conservatory and garage conversion – 517 Rawnsley Road	No Objection
17/139	Extension – 120 Station Road	No Objection
17/130	Extensions – 65 Beech Pine Close	No Objection
17/127	Demolition of garage and erection of extensions – 26 Tudor Road	No Objection
17/104	2 dwellings – land adj. 53 High Mount Street	No Objection
17/101	Extensions etc. – 50 Uxbridge Street	No Objection

Council Meeting 20 June 2017 – List of Planning Applications

17/180	Extension – 523 Rawsley Road	No Objection
17/177	Extensions – 19 Coppermill Close	No Objections
17/172	Amendment to alter internal layout to permission 16/409 – 59 Ebenezer St	The Town Council expressed concern at the lack of communal facilities in relation to application CH/16/409 and believes that the proposal not to increase the size of the kitchen exacerbates this situation
17/167	Extensions – 103 Belt Road	No Objection
17/163	Erection of boundary fence – Brindleys Business Park, Chaseside Drive	The Town Council believe that the fencing may well improve the appearance of what is a particularly unattractive site
17/160	Variation of conditions 16 & 17 of planning permission CH/06/0350 to allow deliveries for food and fuel between 7:00 – 19:00 Monday to Saturday and 10:16:00 on Sundays and Bank Holidays	The location of this site is at the multi junction Hill Top traffic island which is regularly congested with traffic. In the vicinity is Kingsmead Technology College and St Joseph's School and during term time this exacerbates traffic problems and results in large numbers of pedestrians. For these reasons the Town Council would strongly oppose the variation of conditions for Monday to Saturday and would also have concerns regarding the variation for Sundays and Bank Holidays



Meeting at Bella's Coffee House

Wednesday 19th April 2017



Present:

David Wisehall (Chair)	Paul Woodhead	Stuart Crabtree
Keith Fitch	Margaret Fitch	June Sheasby
Maxine Akins	Steve Wilson	Michelle Reynolds
Robin Kingston	Wendy Yates	Chris Richards
Pam Richards	Sharon Jagger	Susan Schofield
Dot Farish	Mark Walker	Sarah Walker
George Adamson	Sue Humphries	Sue Fisher-Meddings
Hazel Bullock	Charlie Bullock	

Apologises:

Phil Bradley	Graham Burnett	David Hood
Tom Preston	Ollie Kingston	Mary Wynne
Christine Mitchell		

Minutes from meeting held 22nd March 2017

Minutes of the meeting held on 22nd March 2017 were approved.

Best Kept Village (BKV)

Robin Kingston had given out BKV leaflets to all private retailers in the town and many had placed them in their windows. Multipliers were less cooperative as most have a policy of only being allowed to display posters and leaflets supplied via their head office. The arts competition closes within the week following the meeting and will be displayed at the Artisan Market on 29th April.

Judges for the BKV competition will visit the areas of the town involved in the competition during May and again during June but will not advise when they are visiting. They will be looking at the appearance of the areas, community pride in the area and will even look at churchyards. They will also talk to members of the public to find out how much they know about the competition and could even ask if they know what BKV is an abbreviation for. Further information can be found on the Hednesford in Partnership website.

At the previous night's Hednesford Town Council meeting the problem of litter in the park had been discussed. Groups of youths have been identified as one of the main problems, they tend to have a gang mentality and drugs may be involved. The groups have been approached but they have not been responsive however the police are now working with the park ranger to help resolve the matter. The park ranger goes has to go round the park at 8am every morning to ensure all rubbish is cleared.

Tesco's car park under the store is due to have barriers fitted shortly and will be shut off to the public whenever the store is closed. Also a new security team has been employed.

Station adoption.

The station has now been repainted by LM who are also due to repair the fencing at the back of the platforms. This will allow the recently acquired 10 hayrack style planters funded by LM to be attached. Within the next few weeks Network Rail are due to install 3 concrete bases behind the platforms (2 behind platform 1 and 1 behind platform 2) these will have masts for the electrification project bolted to them later in the year.

HoH are now officially members of ACoRP (The Association of Community Rail Partnerships)

The following is a brief description of ACoRP as shown on their website:

“ACoRP – the Association of Community Rail Partnerships – is the membership body for almost 50 community rail partnerships, representing over 80 community rail lines across the UK, as well as more than 1,000 station adoption groups.

Acting as the conduit between our members, national and local government and the rail industry, our role is to provide support, advice and guidance on developing community rail initiatives at grass-roots level. At the same time, we promote community rail at a strategic level and work closely with decision-makers to embed the concept in national planning.”

Both DW & GA have tried contacting the Co-op Community involvement officer without success.

Rats have been spotted in the rubbish at the station but hopefully this will be tackled by the next franchise operator whose name is due to be announced in June. In the meantime any further sightings should be reported to London Midland.

Hoping to arrange an open day later in the year at or near the station.

The Chase Line Stakeholder meeting hosted by Cannock Council and due to be held in May has been postponed due to the announcement of the General Election. Should now take place late June when an update should be received about the progress Network Rail have made on the electrification work.

HiP have been in contact with Staffordshire County Council regarding applying the proposed artwork to the railway bridge. It has been agreed the painting will be applied directly onto the metal side walls of the bridge and will then be covered by a graffiti resistant varnish. Local schools continue to be involved and the artist who doing the design work should be briefed during May. Other areas around the town are being considered for artwork with a similar theme. At present still waiting to hear from Groundworks about a surveyor to produce design work for sorting out the bank facing onto the Co-op car park.

Miners Memorial:

Earlier in the day 8 Girls Venture Corps air cadets plus 2 officers helped Hazel and her team clean and tidy the area around the clock and Miners Memorial in preparation for the dedication service for the final named bricks taking place on Saturday 22nd April. The clock has been repaired and council workers have been tidying the flower beds and will be cutting the grass and cleaning away chewing gum from the paths in the area. Also the flags should be erected before the event. GA will contact highways as some of the bricks in the road outside the library are missing. This will be a big occasion for the town with coverage in the local press. Hazel will continue to monitor the area on a regular basis.

Green Space:

DW has completed the paperwork to apply for the remaining undeveloped part of the “Skelly” to be incorporated into the Cannock Chase Local Plan as a green open space. Also he is hoping to be able to arrange for a wildlife survey to be carried out and a survey of local people who use the area which would help in supporting the case. Once completed the case can then be put to Cannock Council for their consideration.

Section 106 monies:

A number of ideas were discussed regarding possible uses for the money at present available from developments around the town. The main suggestion seemed to be for public toilets to be built in the town although it may not be possible to use the funds for this type of project. The meeting was advised that additional signage around and at the entrances to the town had been discussed by Hednesford Town Council.

Other suggestions included cycle lanes and bike racks to help promote cycling in the area. There are space efficient bike racks available that could be installed around town including the station.

Support Staffordshire:

Michelle Reynolds, Support Staffordshire's Locality Officer introduced herself to the meeting and gave a brief introduction to the work of Support Staffordshire helping voluntary groups.

Artisan Market:

Banners have been put around the town promoting the forthcoming Artisan Market being held on Saturday 29th April and there will be one on the road closure barrier to indicate to drivers why the road is closed.

Summer Festival – 12th August 2017:

Plans now falling into place. A full update should be available for the next meeting.

Tombola prizes are required for the HoH stall. They can be brought to any meetings.

Social media:

HoH have recently had 2 Facebook pages but they have now been merged.

Any other business:

GA advised the meeting the potholes at both Hill Top, Hednesford and Five Ways, Heath Hayes will be repaired over the summer. Hopefully in July when schools are closed.

SS suggested we enquire about the feasibility of a pop-up display in one of the empty shops in Market Street. She would be happy to design and produce a display banner informing the public of the work HoH is involved with.

The plans to amend the waiting limits in the Co-op car park are due to go before cabinet in June.

The new windows have been installed in the signalbox now located in the park and the boarding removed.

We have been advised by the library that only posters relating to library matters can be displayed in their windows.

The RAF freedom of the borough event is pencilled in for July 2018 to fit in with their commitments. The plans are that following a service at St Peters they will march/walk down to an event in Hednesford Park. Organising committee are trying to arrange fly-past by either a Spitfire or a similar historic aircraft.

GA reported that the Museum of Cannock Chase has had a record year with the Dinosaur Event in particular being very successful.

Litter picks:

Anglesey Park: Sunday 30th April 2017

Hednesford Station and surrounding area: Sunday 7th May 2017

Meet in the Co-op car park at 10am.

Next Heart of Hednesford Meeting:

Date: Wednesday 17th May 2017

Time: 6.30pm - Please note the slightly later start to meeting to this meeting.

Venue: Bella's Coffee House, Market Street, Hednesford.

Keith Fitch
2nd May 2017

Meeting at Bella's Coffee House

Wednesday 17th May 2017



Present:

David Wisehall (Chair)	Keith Fitch	Margaret Fitch
Mary Wynne	June Sheasby	Robin Kingston
Steve Wilson	Maxine Akins	David Hood (Hednesford Traders Assoc)
Susan Schofield	Hazel Bullock	Charlie Bullock
Pam Richards	Chris Richards	Shaun Middleton (Hednesford Lions)
Paul Woodhead	Sue Humphries	Sue Fisher-Meddings
Graham Burnett	Wendy Yates	Sharon Jagger
Tom Preston	Phil Bradley	Stuart Crabtree

Apologies:

George Adamson	Ollie Kingston
----------------	----------------

Minutes from meeting held 19th April 2017.

Approved with a number of spelling errors noted.

Station adoption.

David updated the meeting with the latest news about the station adoption. Still waiting for Network Rail (NR) to repair the fencing to allow the hayrack style planters to be attached. David has been advised NR will be clearing the rubbish from the running lines and hopefully from alongside the bridge over the weekend of 3rd and 4th June. A cheque has been received from London Midland (LM) to cover the cost of the planters.

One of the banners put up at the station to promote our work has been ripped but David will repair the damage and return it to platform 1 within the next few days.

David has had a meeting with Tracy Edwards Head of Community Involvement at the Co-op who are very keen to be involved with the community and has a form to apply for a grant of £250 to help with our work.

The Chase Line Stakeholder meeting due to be hosted by Cannock Council and chaired by the local MP has been postponed due to the general election. Apparently even NR were concerned about attending due to them being state owned. The meeting is expected to be rescheduled for late June or July. Hopefully, we should know who has been awarded the franchise by then.

Information is now starting to be released by LM about the dates the line between Rugeley and Walsall or Tame Bridge Parkway will be closed for the next stage of the electrification work and the timetable for the 'Rail Replacement Buses'. Once confirmed Keith will circulate the information. David will add to Facebook.

Best Kept Village (BKV)

Information about the competition has now been circulated to everyone and has been put on to Facebook. Nothing further to report as yet. Judges expected to visit Hednesford during May and June with the winners announced in July.

Miners Memorial

The dedication service for the last of the bricks which form the main part of the memorial was declared a resounding success with good coverage in the local press. The Lord Lieutenant of Staffordshire commented favourably about the town and stayed longer at the event than expected. A letter of thanks has been received from CHAPS and particularly mentioning the hard work done by Hazel Bullock and her team in ensuring the memorial and surrounding area was clean and litter

and weed free for the event. CHAPS also thanked Hazel and HoH for agreeing to continue looking after the memorial. A cheque for £50 was enclosed to help with the ongoing work. Hazel also wished to thank the girls from the Venture Air Corps for their valuable help and confirmed payment has been received from Hednesford Town Council for the cleaning materials purchased for the project.

Anglesey Street car park bank

David confirmed Groundworks had quoted £250 to arrange a survey and do a plan of the site with a planting plan. The bank could be half terraced to give a flat area for planting with an area for slabs.

Once the plan has been finalised we could apply to Tesco's carrier bag scheme for help with funding. The licence to cultivate the bank has been renewed for another year.

During the recent litter pick it was noted that litter was blowing off the public footpath under/through the fence and on to the bank and it was asked if the bottom of the fence could be boarded.

Local Plan and Green Space.

David asked Graham Burnett if he could push Staffs CC for a response regarding the Pye Green Valley. Residents Groups are becoming interested in the scheme to preserve the area as green space. Also contacting Staffordshire Wildlife Trust to see if a survey of wildlife in the area could be done.

Hednesford Traders Association

David introduced David Hood who has recently become chair of Hednesford Traders Association. DH advised the meeting that the Traders Association were considering additional signage in and around the town including signage that would give details of the various traders within the town. The signage would be of a type that could be easily updated should traders change. The idea being to increase awareness of the trades available and increase footfall in the town.

At present the feeling is the town is not well publicised and ongoing the traders must be at the forefront of everything that happens within the town.

DW explained HoH were hoping to arrange for signage to be painted on the wall at the side of the bridge on platform 2 welcoming visitors to the town and indicating the way to the shops. He hoped the ends of the town would become more attractive to shoppers and a more diverse range of traders would be attracted to the town. Hopefully Hednesford could become a visitor destination in its own right.

DH advised that at the recent Traders meeting there had been a long discussion about the recent street markets with about 20% of traders saying their trade had increased on the day, 50% stating no change and 20% claiming trade was adversely affected. However it was agreed a review should take place after the 2 remaining markets take place in August and December.

PW mentioned other ideas including having more regular dates for the market like first or last Saturday in the month. Also finding a way to include more local traders possibly existing traders in the town.

DW explained to DH about the various ideas HoH had for improving the town. A traditional red phone box had been acquired and it had originally been intended to install it on the corner of Market Street and Victoria Street but this had been ruled out due to the number of services running under the pavement. It could now end up at the station as an information point.

A discussion then followed about whether permission could be obtained for the use of the large poster panel facing Market Street bridge and what the likely costs would be. At this point 2 local businesses offered to make donations to the project.

Another suggestion from HoH was for secure cycle racks to be installed in the town and at the station with the possibility of cycle hire being available. Also the installation of additional benches. Both HoH and the HTA are concerned about the area of land behind the pet shop in Cardigan Place alongside the road into the Aldi car park. The land is privately owned but could be considered a H&S issue now.

An archway has been suggested at the entrance/exit to the Aldi car park as a way of encouraging people to enter the town from the Aldi car park also reversing the flow of traffic which at present is from Market Street into the car park.

A building has been discovered behind the shops that appears to have been public toilets last used

in the 1980s. Could new facilities be installed on the site with them being community run?

Update on future events

PW. The May meeting of HiP was cancelled however the June meeting should go ahead as planned. There had been a number of comments on Facebook about people not knowing when the markets were being held in Hednesford. DW read out one comment urging residents to be more pro-active regarding what is going on in the town. A question was asked about what Sketts the market operating company were doing to promote the market and if they could provide simple clear banners reading for example Market today with an arrow pointing towards the market.

Could more local traders participate in particular craft stalls who would possibly pull in more customers. Could Arriva and/or the council be contacted about displaying posters on the bus stops or waiting shelters.

DW mentioned HoH should be allocated a poster frame at Hednesford station shortly where information about activities in the town could be shown.

The former Age Concern UK shop which had been mentioned as a possibly site to display information in a pop-up shop has been re-let however we are looking for other possibly empty shops.

Susan Schofield showed the meeting some promotional banners she had produced that could be used around the town to publicise litter picks and ask for volunteers etc. Could they be used in the Co-op or library. Mark offered to put one in the window of Bella's.

Dot asked if leaflets could be produced explaining about HoH our projects and what our aims are. These could be distributed around the town with supplies in the library, Community Centre, café in the park and Bella's etc. Contact details would be included for anybody interested in joining or finding out more about the group. DW to put leaflet together for printing.

Litter picks.

Anglesey Park:

Sunday 28th May. Meet 10am at the Stafford Lane entrance.

Station and surrounding area:

Sunday 11th June. Meet 10am in the Co-op Car park

AOB

HB thanked Pam Richards for the excellent work she had done prior to the Miners Memorial dedication.

Next HoH Meeting.

Wednesday 14th June 2017. 6pm Bella's Coffee House Market Street, Hednesford.

Please note this meeting will be the HoH AGM with all positions up for election.

Present committee:

Chair:	David Wisehall
Vice Chair:	Robin Kingston
Treasurer:	Phil Bradley
Minutes:	Keith Fitch

Anybody interested in being considered for these or other roles should contact either David Wisehall or Keith Fitch prior to or during the AGM. Proposals and seconds will be allowable at the AGM and decisions made on a show of hands.

Keith Fitch
29th May 2017



**Staffordshire
South West**

Staffordshire South West Citizens Advice Bureau

Service Run in Conjunction with Hednesford Town Council

Annual Performance Report 2016/17 Narrative Report

Overview

The funding for this project is to provide an advice service at the Pye Green Community Centre. Citizens Advice Staffordshire South West provides a 'drop in' advice service between 09.00am to 13.00pm on Thursdays weekly.

During the year the adviser dealt with 108 clients in Pye Green. Clients often return for extra assistance as the work continues with them on their case, this is reflected in activities reported; face to face (206), phone calls (202) and letters (234). The majority of debt is referred onto specialist debt case workers within Citizens Advice Staffordshire South West.

Welfare Benefits and Tax Credits was the highest recorded area of advice and presented at 43.01% of the total number of issues dealt with; with Employment and Support Allowance, Personal Independence Payments and Housing Benefit being the most common issues dealt with.

As a result of a visit to the Community Centre and interventions with clients, financial outcomes with a value of £130,709.25 have been achieved. These financial gains for clients not only improve their financial position but more often than not go back in to the local economy.

A local outreach service is vital for those people who would ordinarily have difficulty in accessing face to face advice services. This outreach sees a particularly high percentage of clients (53.7%) who have a disability or a health condition.

Our Service

Social Media

We are successfully using social media to promote our services, the work we do and connecting with people using twitter and Facebook:



@staffswcab



Citizens Advice Staffordshire South West

Obstacles / Issues

There were no obstacles/issues reported during the year.



Snapshot of cases seen at Pye Green outreach

The Client is a young single parent living with his 5 year old daughter in 2 bed council property.

He had £2,000 of rent arrears and a warrant for eviction had been issued against him. The client had not realised that his Housing Benefit had been stopped when he changed his claim to Job Seekers Allowance when his daughter turned 5. He had ignored letters which had obviously made his situation worse. He originally was given the impression that his Housing Benefit claim would automatically change and had not realised there was an issue with his rent.

The adviser contacted the council and an agreement was made with the Rent Officer to suspend the warrant. The Housing Benefit cancellation was challenged as it should only have been suspended as this was only a change in circumstances. The Department of Working Pensions advised that a complaint could also be made as to why this was cancelled.

The challenge resulted in an underpayment of Housing Benefit to the client of £2,065. This was paid and the client was able to clear his rent arrears and remain in his home.

The Client is in his 60's lives in a Council property. He suffers with memory loss following several mini strokes and struggled to interpret how the benefit system works. The client currently claims Personal Independence Payment.

The clients Pension Credit had been suspended following confusion over another party who was on the tenancy agreement but who had been caring for him through his ill health and was not his partner. The client was concerned that his housing benefit and council tax support would be affected, although he had kept the Council informed of his circumstances and they have told him not to worry. The adviser helped the client challenge the decision to suspend his Pension credit claim and helped him make phone calls and assisted him with letters.

The client has now been advised that the investigation into his case has been completed and that his paperwork has now been passed for review.

The client will be entitled to £25 per week which would be backdated for the last 18 months. A backdated payment of £1950 is due.

The client is in her 50's lives with her 18 year old son and estranged partner. The client suffers with arthritis of her eye and had to give up her self-employed work as a hairdresser.

The client was feeling very agitated and emotional as she had received a letter from solicitors which put forward a proposal so her and her partner could separate and resolve issues relating to the house they jointly own. The letter suggested that the house is sold or that she buys her partner's share. It gave her a time limit to decide what to do before her partner took action to apply to the court to obtain a court order for sale. She was afraid as he had been violent and verbally abusive towards her.

She has asked for legal help but felt she could not afford solicitors fees.

The client discussed matters with her family and felt she now had a proposal for her estranged partner. The adviser assisted in writing a letter to solicitors to put forward her proposal. The client said she felt a lot better following the assistance she was given and felt we had improved her capacity to manage the situation going forward. She was also guided to contact Staffordshire Women's Aid for more support.

The client is male, 40 years old and had recently received an initial diagnosis of terminal liver cancer after being poorly for several years and is now in receipt of palliative care. He is having to travel twice fortnightly to Derby hospital and wondered if there was any further financial help he could get.

He is currently in receipt of Employment Support Allowance and Housing Benefit and lives on his own in a council property. He has to pay 20% of his council tax.

He receives £100 per week and thought he was having deductions for council tax, social fund and water, his mother was helping him to buy food.

The client had been turned down for Personal Independence Payment (PIP), as he has not been given a prognosis of the length of time he has to live, and he felt that the home visit by the DWP was very quick and the assessor did not listen to him. He had previously asked for the decision to be looked at again and the decision had not changed. His only option was to appeal the Mandatory Reconsideration (MR) decision. The DWP agreed to consider a form DS1500 (This is a form, completed by a GP, Consultant, hospital doctor or specialist nurse, which enables someone who is terminally ill to claim PIP or Attendance Allowance (AA) under what the DWP calls "Special Rules.") It shows diagnosis, current and proposed treatment and brief details of clinical findings.

In January 2017 the adviser contacted the DWP about the DS1500, the decision had been made and was refused.

The adviser challenged this decision and the DWP agreed to overturn their decision and agreed that the claim would be backdated to when the DS1500 was sent.

The client will receive £2,375.75 in backdated payments and then £139.75 weekly for PIP HR mobility. The client has also been assisted to claim help with health costs in relation to his visits to the hospital.

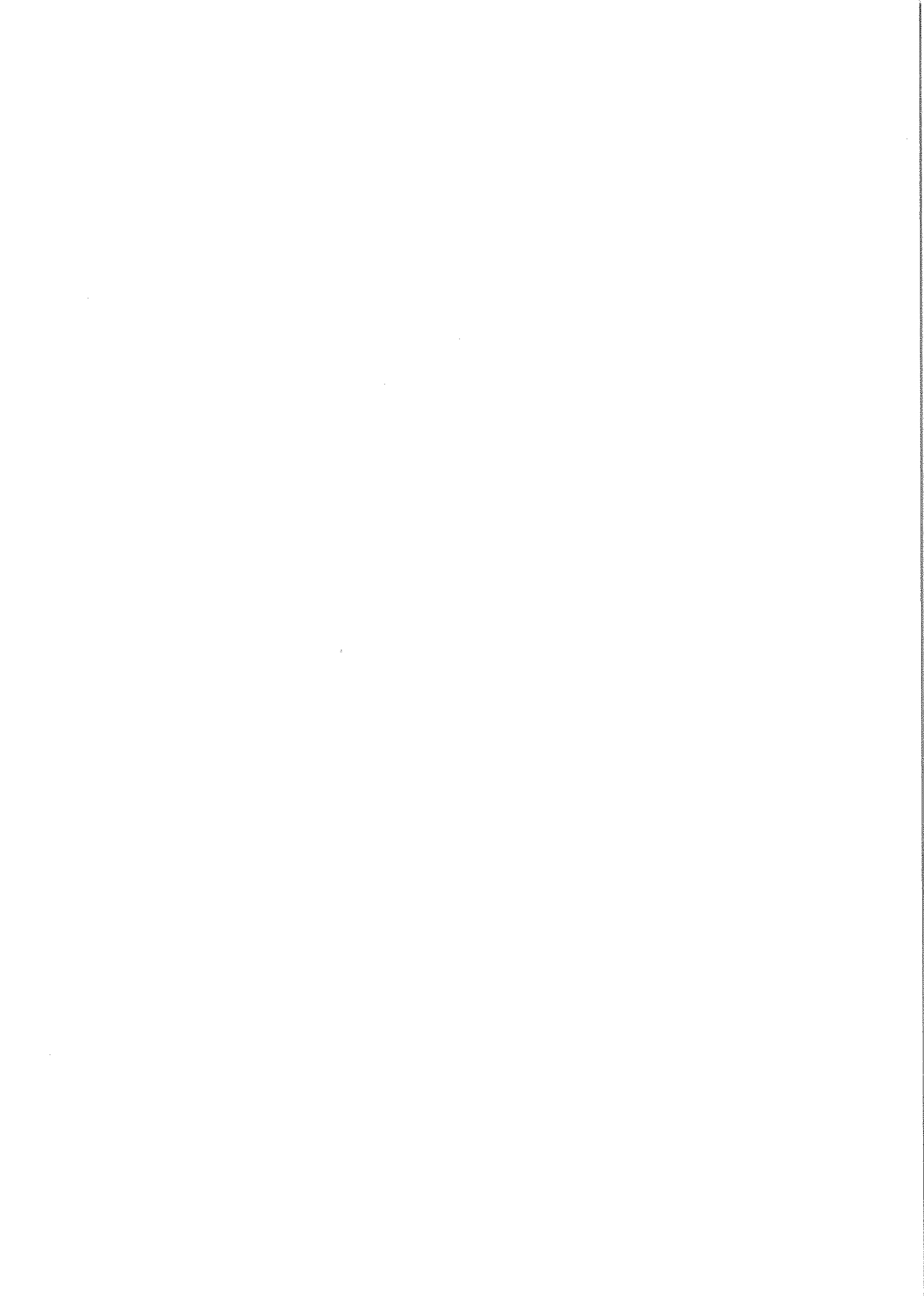


Hednesford Town Council Report

Period: **Quarter 4 : January to March 2017**

Debt

Category	Q1	Q2	Q3	Q4	Cumulative
Non-Priority					
Benefit overpayment	£10,048.10	£3,154.00		£143.00	£13,345.10
Catalogue/Mail order				£1,077.87	£1,077.87
Credit card			£1,947.44		£1,947.44
Former tenancy arrears	£6,000.00				£6,000.00
Mobile phone		£80.00	£403.44	£592.12	£995.56
Other					£80.00
Overdraft			£71.47		£71.47
Parking/Traffic penalty charges			£407.00	£80.00	£487.00
Payday lending			£1,740.00	£210.00	£1,950.00
Social fund loan		£200.00			£200.00
Telecom packages				£194.00	£194.00
Unsecured loan		£9,240.00		£1,960.40	£11,200.40
Water rates arrears				£187.55	£187.55
Non-Priority Total	£16,048.10	£12,674.00	£4,569.35	£4,444.94	£37,736.39
Priority					
Child Support/Maintenance arrears			£5,431.63		£5,431.63
Council Tax arrears	£1,958.03	£4,515.34	£567.39	£271.50	£7,312.26
Electricity		£600.00	£2,642.63		£3,242.63
Gas			£800.44		£920.51
Rent arrears	£650.00	£368.83		£120.07	£2,343.39
Telecom packages			£145.50		£145.50
Priority Total	£2,608.03	£5,484.17	£9,587.59	£1,716.13	£19,395.92
Grand Total	£18,656.13	£18,158.17	£14,156.94	£6,161.07	£57,132.31



Dear Hednesford Town Council,

Please see attached statistical information collated from CCTV within the month of April 2017.

CCTV Monitoring for Hednesford Town Council

ANTI SOCIAL BEHAVIOUR	9
ASSAULTS	4
AUTOCRIME	0
BURGLARY	0
DAMAGE	0
DISTURBANCE	5
DOMESTIC	3
DRUGS	0
DRUNKNESS	0
GRAFFITI	0
MISSING PERSON	0
AREAS MONITORED (NON-CRIMINAL)	174
SUSPICIOUS	14
THEFT	2
TRAFFIC	0
TOTAL	211
POLICE ADVISED	11
RESOURCE DEPLOYED	11

**82 % OF MONITORING WAS NON REPORTABLE
18 % OF MONITORING WAS OF OBSERVING REPORTABLE ACTIVITIES TO
THE PARISH/POLICE**

This month has seen a great increase in the usage of the Park, tennis courts and skate parks, due to the spell of good weather and the school Easter holidays. In general there have not been too many issues of concern around the town centre this month.

Please do not hesitate to contact us regarding any issues or concerns that we can assist in monitoring around the Hednesford Town area.

Kind Regards

Lucy Frost
CCTV Operator





Dear Hednesford Town Council,

Please see attached statistical information collated from CCTV within the month of May 2017.

CCTV Monitoring for Hednesford Town Council

ANTI SOCIAL BEHAVIOUR	9
ASSAULTS	0
AUTOCRIME	0
BURGLARY	2
DAMAGE	1
DISTURBANCE	5
DOMESTIC	0
DRUGS	3
DRUNKNESS	2
GRAFFITI	0
MISSING PERSON	0
AREAS MONITORED (NON-CRIMINAL)	199
SUSPICIOUS	14
THEFT	2
TRAFFIC	1
TOTAL	238
POLICE ADVISED	17
RESOURCE DEPLOYED	10

**83 % OF MONITORING WAS NON REPORTABLE
17 % OF MONITORING WAS OF OBSERVING REPORTABLE ACTIVITIES TO
THE PARISH/POLICE**

This month has seen the commissioning of the cameras at Bradbury Lane sports centre. There are 5 cameras which are able to view around the site, which will be a great asset to the community and the groups who use the site.

The fair also visited Hednesford Park this month, there weren't too many issues, mainly groups of youths in and around the area after the fair had closed down for the night.

The Play Park and Skate Park are still proving to be very popular amongst the community and we have seen great numbers visiting the area this month. We have communication with the park keepers and pavilion staff when necessary.

Please do not hesitate to contact us regarding any issues or concerns that we can assist in monitoring around the Hednesford Town area.

Kind Regards

Lucy Frost
CCTV Operator