

Hednesford Town Council



Gateway to the Chase

1 November 2017

Dear Councillor

A Meeting of the Town Council will be held at 7:30 pm on Tuesday 7 November 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. Chairman's Announcements
4. Minutes – to approve the minutes of the Meeting held on 12 September 2017 (enclosed **pages 17 to 22 of 2017-18**)

Peter Harrison JP BA (Hons) Town Council Manager/Clerk
Pye Green Community Centre Bradbury Lane Hednesford Staffordshire WS12 4EP
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5. Casual Vacancy

The casual vacancy arising from the resignation of Mrs L Whitehouse was advertised in the prescribed manner and no electors demanded a poll. As a consequence the Council at its last meeting decided to invite expressions of interest from persons wishing to be considered for co-option. The term of office will be until the next ordinary election of Town Councillors in 2019

Three persons have expressed an interest. These are: Mr M Davis, Mr D Percox and Mrs W Yates (personal correspondence received from them is provided separately for the information of Town Councillors)

Members are reminded that the procedure for Voting on Appointments is set out in Standing Order 8

RECOMMENDED:

That consideration be given to the expressions of interest and the Council determine how the casual vacancy should be filled

6. 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

The latest period of consultation on the Pre Submission Neighbourhood Plan ended on 30 October 2017. Several detailed responses have been received and will be considered and taken into account where appropriate before the Plan is submitted to the Planning Authority in anticipation of it undergoing independent inspection

c) St. Saviour's Church

To consider the following from Mr Steven Edwards

"I have messaged you before about the local historic buildings of the area and appreciated the reply that I received. I must however reinforce my concern regarding St Saviours church of High Mount Street as it needs your help.

You mentioned before as has the newspaper articles on it that the building is beyond economical repair as a church which is understandable due to low usage but this must be saved from the inevitable demolition that it faces.

The church is obviously a very historically important building for the area and I see little is being done to try to save it. It must be at least offered up for sale to be converted into another use instead of everybody giving up hope because it has a few structural problems.

I believe you must influence the present owners to at least give the option of it

being sold, the building is too important not to. It is after all on the councils town plan of important buildings to maintain and look after.

*Please don't sit back and let us lose another piece of our history!
Regards*

Steven Edwards"

d) Hednesford in Partnership

To receive the minutes of the AGM held on 11 September 2017 (enclosed **agenda pages 2 to 6**) and to consider the following:

"Town Centre Flags

I raised the issue of the town centre flags and having these taken down and erected in the Spring asking for the support of the town council if they could arrange hire of appropriate access equipment. Can you confirm if this can be done or not please?

If the town council is unable to assist we will make urgent enquiries towards our options and any volunteers who can help but we could really do with some assistance with the project

It is evident that the Traders no longer support the management of the flags and as such Hednesford in Partnership have agreed to adopt their ongoing management.

Kind Regards

Cllr Paul Woodhead MSc

Vice Chair – Hednesford in Partnership"

"Artisan Markets

I have had a brief conversation with Sketts who organise the markets for us in the town centre about the dates for markets for 2018. We have agreed to meet early in January at their request to finalise the dates for 2018 and build upon the start this year. I am sure you agree that the town community is taking the markets to heart and each one is building on the last to deliver a vibrant town centre on the days that it is held and the three already undertaken as well as the Christmas one to come are a real positive part of our community.

We are grateful for the support the Town Council in arranging the road closures during 2017 and wanted to enquire if this support will continue in 2018.

Feedback from both traders and the wider community has been broadly supportive however it is noted that a couple of traders are not in favour of the Markets. The conversations with all is that a more regular market would aid with the viability of the markets and the vibrancy of the town centre however it is recognised that this would still need to be an Artisan Market and preferably with additional entertainment and features which we can look to add during 2018. The Artisan element needs to be built further and conversations with Sketts will emphasise this to limit the potential conflict of stalls and traders, the advice is also that craft stalls prefer spring to autumn and that the February market not be continued in 2018.

To this end our proposals for discussion with Sketts in January will be for an Artisan Market the second Saturday of the month running April to September plus the Christmas Artisan Market the Saturday following the Lights Switch-on.

Can you confirm if this is something that can continue to be supported by the Town Council in respect of road closure procedures, as previously I am happy to distribute the notification letters

Kind Regards

Cllr Paul Woodhead MSc

Vice Chair – Hednesford in Partnership”

e) Heart of Hednesford

To receive notes of a meeting held on 20 September 2017 (enclosed **agenda pages 7 to 10**)

f) World War 1 Project Group

To receive the notes of the meetings held on 7 September and 5 October 2017 (enclosed **agenda pages 11 to 22**) and to note that the proposed WW1 Remembrance parades on 10 November 2018 will not be taking place

g) CHAPS (Chase Arts for Public Spaces)

To receive the notes of the meeting held on 22 September 2017 (enclosed **agenda pages 23 to 26**)

h) SPCA – Annual General Meeting

The AGM is being held at 6:30 pm on Monday 4 December 2017 and will include an address to be given by Gareth Morgan, Chief Constable of Staffordshire. Members are requested to consider if a representative from the Town Council should be appointed to attend

i) Christmas

To consider an invitation to take part in the 30th Anniversary of St. Peter's Church by participating in the Christmas Tree Festival (enclosed **agenda page 27**)

To receive an update on the arrangements for the Christmas Event on 1 December 2017

j) Disqualification criteria for Councillors and Mayors
To consider a consultation document from the Department of Communities and Local Government (enclosed **agenda pages 28 to 44**)

k) CCTV
To receive CCTV monitoring report for August 2017 (enclosed **agenda page 45**)

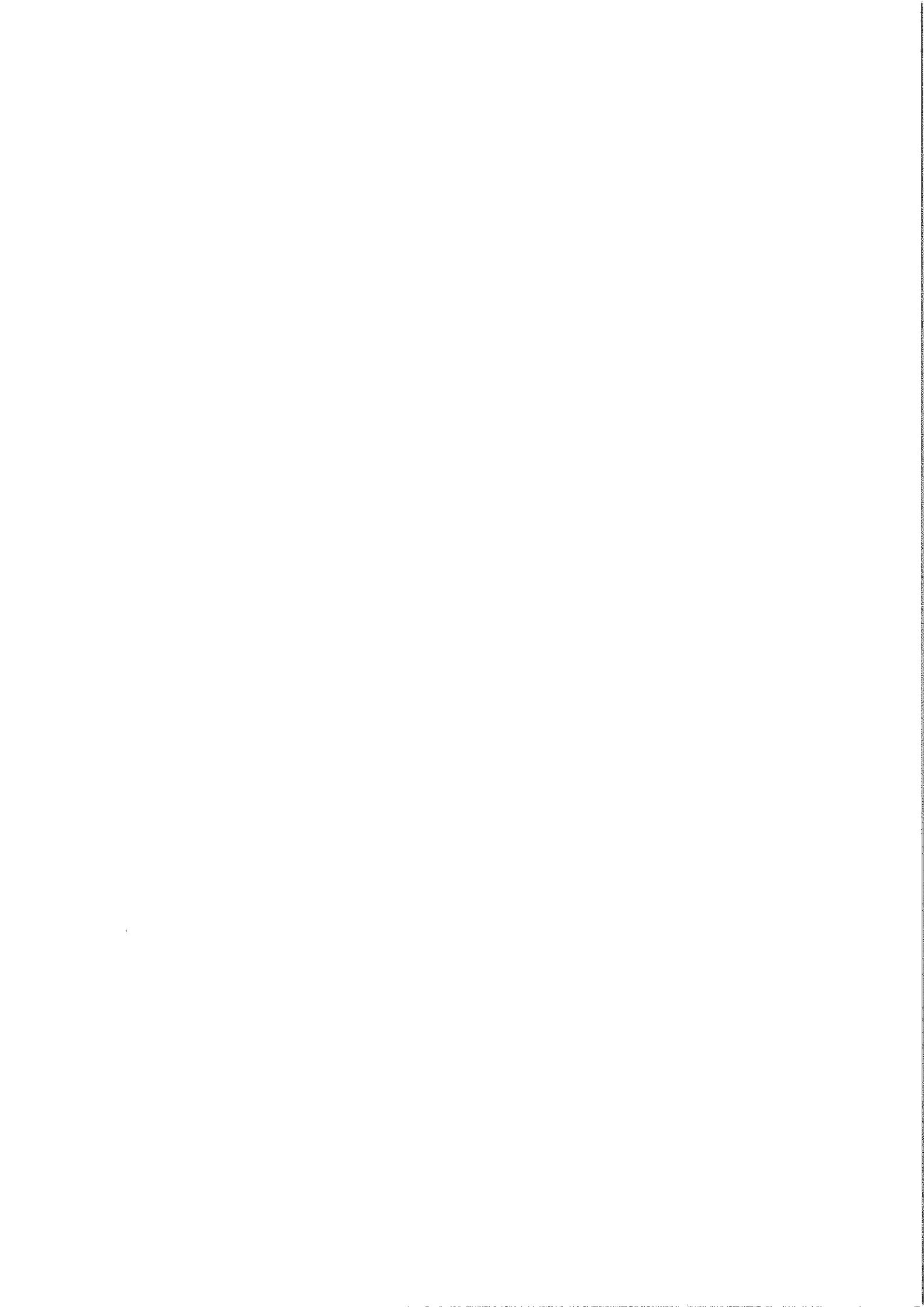
l) Finance
To confirm payments made and note income received up to 30 September 2017 (enclosed **agenda pages 46 to 54**)

7. Members Items

8. Items for Information and next agenda

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

10. Confidential Report of the Town Council Manager/Clerk
To consider matters relating to Pye Green Community Centre



HEDNESFORD TOWN COUNCIL

MINUTES OF A MEETING OF THE COUNCIL

HELD AT 7:30 pm ON TUESDAY 12 SEPTEMBER 2017

AT PYE GREEN COMMUNITY CENTRE, HEDNESFORD

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

(Apologies for absence were received from Cllrs G Adamson, D J Davis
and County Cllr P Hewitt)

IN ATTENDANCE: Mr P Harrison (Town Council Manager/Clerk), District Cllr P
Woodhead, Mr D Wiseshall (Heart of Hednesford), L Aitchison (PR & Marketing Adviser),
2 PCSO's and 1 member of the public

The Chairman advised that he would be dealing with his announcements before allowing
public discussions and questions and he would then formally open the Council Meeting

CHAIRMAN'S ANNOUNCEMENTS

Election of County Councillor and District Councillors

Elections had held on 7 September and the Chairman congratulated Bryan Jones on
being elected to serve as County Councillor for the Hednesford and Rawnsley Division
and Linda Tait and Stuart Crabtree on being elected to serve as District Councillors for
the Hednesford Greenheath and Hednesford South Wards respectively

Royal Air Force Association (Cannock Chase Branch)

The Chairman congratulated the Cannock Chase Branch of RAFA on being granted the
honour of Freedom of Entry to Cannock Chase District on 30 August to mark the
centenary of the RAF in April 2018 and indicated that the Town Council would want to
mark the anniversary in due course bearing in mind connections with RAF Hednesford

Hednesford Salvation Army

On Sunday 23 July the Chairman had represented the Council at a service to mark the
installation of Captains Richard and Kathryn Reynolds at the Hednesford Salvation Army
and he had received a card expressing thanks for his attendance

The Canals of Hednesford

The Chairman had attended an interesting talk given by the Council's Heritage
Spokesperson (Cllr D J Davis) on the canals of Hednesford on 5 September 2017. He
thanked Cllr Davis for all his time and effort in putting this on

Hednesford Festival

Along with the Town Council Manager/Clerk the Chairman had attended the Festival in
the park on Saturday 12 August. It had been wonderful to see so many organisations
and individuals taking part and he thanked all those involved in making the day a
success

Hednesford Town Football Club

On 12 August the Chairman had been pleased to visit Keys Park for the opening of the shelter for disabled spectators and recalled that the Town Council had made a financial contribution towards this. All members had subsequently been invited to a match on 26 August when the Hednesford Town FC Supporters Association presented the Chairman with a Hednesford Town FC shirt. This would be displayed in the Exhibition Space at Pye Green Community Centre

Best Kept Village Competition

This year had seen the Town enter the competition for the first time. The Chairman understood from seeing reports in the press that the entry had received a highly commended award. He paid tribute to everyone who contributed to the success especially the volunteer workers from the Heart of Hednesford

Miners Lamp

Chase Arts for Public Spaces had advised that a new updated plaque was going to be installed on the lamp to reflect the completion of the final phase of the memorial

Pye Green Embroidery

The Chairman reported that it was taking longer than anticipated to arrange the framing of the embroidery. However he reported that the Chadsmoor Tapestry Guild would be exhibiting the finished work at a coffee morning at Chadsmoor Methodist Church on Saturday 14 October from 10:30 to noon and all members were invited to attend

PUBLIC PARTICIPATION

The Police advised that there had been an increase in anti-social behaviour at Tesco and they were endeavouring to tackle this. Reference was made to ongoing problems of speeding traffic and difficulties in contacting the Police on the 101 number

On behalf of County Cllr P Hewitt the Town Council Manager/Clerk reported that a survey of speeds of vehicles in Eskrett Street was to be undertaken. County Cllr Hewitt was still making enquiries regarding use of land at the junction of Rugeley Road and Station Road

Mr D Wisehall referred to the letter that had been sent to traders regarding keeping their premises tidy and it was reported that no responses had been received. He also advised that a community notice board had been erected at the station

District Cllr P Woodhead reported that the AGM of Hednesford in Partnership had been held and he presented the Chairman with a certificate that Hednesford had received in connection with the Best Kept Village Competition. This would be displayed at Pye Green Community Centre

The Trader's had still not indicated what was to happen with the flags in the Town Centre and the Town Council was asked to look at the options for taking them down on the basis that HiP would arrange for them to be laundered and stored

1 MINUTES

The minutes of the meeting held on 1 August 2017 were approved as a correct record subject to the names of Cllrs B and S Hardman being included in the list of the names of the persons present

2 CASUAL VACANCY

RESOLVED:

i) That it be noted that the casual vacancy arising from the resignation of Mrs L Whitehouse had been advertised in the prescribed manner and no electors had demanded a poll

ii) That consideration of filling the vacancy by co-option be deferred until the next meeting of the Council on 7 November 2017 and in the meantime individuals interested in the position be invited to apply in writing to fill the vacancy with applications to be received no later than 30 October 2017

3 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 the next 6 week statutory consultation would commence on 18 September 2017

c) Hednesford in Partnership

That the minutes of a meeting held on 10 July 2017 be received

d) Heart of Hednesford

That the notes of a meeting held on 9 August 2017 be received

e) WW1 Project Group

That the minutes of the meeting held on 16 June 2017 be received including information about the proposed Battle's Over March planned for 10 November 2018

f) CCTV Monitoring

That the monitoring report up to July 2017 be received and enquiries be made regarding the requirement for licensed premises to have door personnel

4 MEMBERS ITEMS

Cllr Mrs D Grice raised a query regarding provision of refuse skips for residents. It was noted that these were available for hire and the District Council also had a collection service for bulky items

5 **EXCLUSION OF THE PUBLIC**

RESOLVED:

That the public be excluded from the meeting due to the confidential nature of the business to be transacted

6 **CONFIDENTIAL REPORT OF THE TOWN COUNCIL MANAGER/CLERK**

The Town Council Manager/Clerk reported on the staffing arrangements at the Pye Green Community Centre and the steps that had been taken to cover for an absence and resignation of a member of staff

RESOLVED:

i) That the action taken by the Town Council Manager/Clerk in making arrangements to cover for the absence of a member of staff be confirmed and the subsequent advertising of the post and appointment of a new member of staff be approved

ii) That the hirer providing cover on Friday evenings be granted a 25% discount on the rental payable for the period of cover

The meeting ended at 8:35 pm

Signed:

Dated:

Annex 1

Council Meeting 12 September 2017 – List of Planning Applications

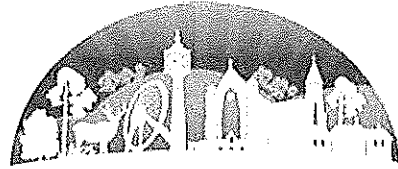
17/344	Variation of condition for planning permission 17/004 – 73 McGhie Street	No Objection
17/342	Prior notification – erection of conservatory – 69 Thornhill Road	No Objection
17/329	Change of use from warehouse to kickboxing gym – Unit 2 Image Business Park East Cannock Road	No Objection in principle but some concerns about adequacy of car parking provision
17/327	Change of use to domestic garden – Land adj 17 Metcalfe Close	No Objection
17/316	Extension – 32 Green Heath Road	No Objection
17/307	Replacement of doors etc. Installation of roller shutters and car park barriers – Tesco Victoria Street	Noted that the barriers have already been installed and that it seems the proposals are designed to increase security and deter anti-social behaviour in the covered car park. However although vehicles will be prevented from entering the car park the covered car park can still be accessed by 2 wheeled vehicles and pedestrians with the likelihood that anti-social behaviour will continue on the premises
17/305	Prior Notification - extension – 6 Kenmore Avenue	No Objection
17/299	Bay window – 10 Plantation Road	No Objection
17/289	Extension – 123 Greenheath Road	No Objection
17/288	Extension – 28 Lower Road	

17/282	Prior notification – extension – 188 Belt Road	No Objection
17/267	Variation of condition for planning permission 17/004 – 73 McGhie Street	The Town Councils observations remain the same as for previous applications
17/262	Approval of reserved matters for outline planning permission 11/0395 – Land west of Pye Green Road	No objection but wish to have it noted that there is still no provision of public transport to serve the estate

Council Meeting 7 November 2017 – List of Planning Applications

17/385	Change of use from furniture store to restaurant and takeaway – 68-70 Market Street	<p>The Town Council has 2 concerns relating to this application.</p> <p>The first is the arrangements for deliveries as Market Street is regularly grid locked by HGV's making deliveries to commercial premises.</p> <p>Secondly, bearing in mind the close proximity of residential premises the Town Council would oppose the proposed opening hours of 4:00 pm to 2:00 am on Friday and Saturdays and consider this should be no later than midnight; in line with the opening hours proposed for other days</p>
17/382	Extension – 11 Pendle Hill	No Objection
17/378	Extension – 21 Pendle Hill	No Objection
17/372	Erection of 3 bay timber garage with log store to replace existing garage – 58 Greenheath Road	No Objection
17/364	1x 3 bedroom and 1 x 4 bedroom house – 412 Rawnsley Road	No Objection in principle but proximity of green belt boundary is of slight concern
17/357	Extension – 25 Hill Street	No Objection





Hednesford

in partnership

Minutes of the Meeting

Held on 11th September 2017, at Staffs University Academy

Attendance:

Paul Woodhead - HIP Vice Chair
Lesley Yates - HIP Treasurer
Erica Bennet - Friends of Hednesford Park
Andy Fittes- Police Federation/local resident
Robin Kingston - Heart of Hednesford/local resident
Olwyn Kingston – Local Resident
Sharron Jagger - Heart of Hednesford
Mike Mellor- CHAPS
Sue Horton - Hednesford Library
Wendy Yates - Local resident
David Wiseshall - The Heart of Hednesford
Jo Palmer - Staffs University Academy

Apologies:

Katie McBey - Cannock Chase Council
Jackie Woollaston - Governor of St Joseph's
Rachel Gentle - Museum of Cannock Chase
Bryan Jones - Staffordshire County Councillor
Anne Walker - AONB
Glen Watson - Cannock Chase Council
Keith Fitch - CCRPG
Louise Rose - Inspiring Healthy Lifestyles
Phil Hewitt - Staffordshire County Councillor
Shaun Middleton - Hednesford Lions

1. Matters arising from the previous minutes

Erica Bennet from the Friends of Hednesford Park had been missed from the apologies list.

2. Report from the Vice Chair - Paul Woodhead

See appendix 1

3. Report from the Treasurer - Lesley Yates

See appendix 2 (The Treasurers report has been slightly updated to take into account receipt of a final invoice which meant the final budget for the festival is now

£9,999.85; coming in 15p under budget rather than the £1.85 overspend as originally thought.)

4. Ratification of Constitution

The group discussed the draft constitution and whether amendments were required. Lesley explained that she had only slightly amended the draft constitution as it had previously been approved by VAST. Lesley stated that she had been in a brief communication with Hednesford Town Council who had some feedback on the constitution, but that unfortunately she had been unable to meet with them prior to the meeting, but would do so in the next week. Paul raised that Support Staffordshire would also be looking over the constitution to ensure it was robust and fit for purpose. There was a proposal made to agree the constitution for now, and for any possible changes to be tabled at an extra ordinary general meeting. It was agreed that it is vitally important that all partners should be happy with the constitution, but that the group required a constitution to work with for now. There was a majority show of hands to agree that the current constitution be agreed for now and revisited at an EGM if there was a proposal made to amend the constitution.

- Role of Hednesford in Partnership

David Wisehall confirmed that he had requested this agenda item; he went on to express his concerns that he felt that the role of HIP needed to be clearly defined. David explained that he felt that The HoH group wasn't being recognised for its efforts in the community. He stated as an example that no one from HoH had been invited to the Best Kept Village Presentation. Lesley responded by explaining that HIP is a partnership and that there were many partners involved in the BKV and only 3 places were given for HIP representatives to attend the presentation, and that the leadership committee are there to represent HIP at such events.

. Both Lesley and Paul explained that devastating events this year had left HIP with only two leadership committee members and there simply hadn't been the resource available to make phone calls to partners, but agreed to look at improvements in communication.

David acknowledged the achievements of HIP under difficult circumstances and expressed his understanding that it had been a difficult year for both Paul and Lesley. Lesley asked the partners how they wished to receive information on such announcements in the future. There was a unanimous decision that an email should be sent to all partners with regard to any future announcements wherever possible.

David went onto say that there were other issues he felt HOH were not being recognised for. Sharon Jagger said she disagreed with David's comments and felt that HIP was clearly a partnership with two-way communication, information sharing and support.

Lesley explained that HIP had always been an umbrella group with the aim of bringing together community groups and representatives to work in collaboration on projects and events and that she felt that HIP and most of the original partners were working hard to deliver the agreed Charter that the partners had signed up to in

2015, Paul added that he hoped that HIP would be able to encourage the return of some absent partners and to be able to recruit some new partners.

David went onto say that he had worked towards achieving the markets in Hednesford and for suggesting the Bridging Communities project,. He felt his work had not been acknowledged at all. Lesley addressed David's comments and stated that whilst David may have discussed markets in the past; the request for the markets had come from the community and formed part of the 2,5 and 10 year plan adopted by HIP and that Paul had taken forward the community request, and by working with Sketts he had secured agreement for a trial of the artisan markets in the town. Lesley acknowledged the hard work and very valued support of HOH and said that she would have to agree to disagree with some of David's statements.

David then went on to say that he felt HIP had become too political, and quoted extracts from a recent campaign leaflet. He questioned whether there was a place for political representatives on HIP. Lesley responded that she felt that HIP had a very fair representation from across the political parties and she added that Town, District and County Councillors were vital partners of HIP, bringing knowledge, support and the ability to raise issues on behalf of HIP and all its partners, she went on to say that she could not see how HIP could work as a true partnership without the support of elected councillors.

Sharon Jagger and Wendy Yates both commented that the recent success of the Hednesford festival was a clear demonstration of the positive outcome from partnership working and pointed out that representatives from Labour, Conservative and The Green party had all worked together as part of a team responsible for the planning and delivery of the event.

Wendy Yates went on to say that some of the smaller community groups were struggling to recruit volunteers/members and asked if HIP could look at promoting the work of smaller groups and their contribution to HIP and the community.

David raised the possibility of there being a position for a communications officer on the HIP management committee, and added that there was a clause in the constitution that allowed for such a role. Paul responded that he hoped that the leadership committee would be doubling from its current size of two, and that he hoped this would allow the workload to be spread and negate the need for a communications officer role, but that this could be considered if any of the partners requested or volunteered for the role.

5. Appointment of officers for 2017/2018

Paul confirmed that four nominations had been received, one for each position.

Chair - Robin Kingston

Vice Chair - Paul Woodhead

Treasurer - Lesley Yates

Secretary - Andy Fittes

All nominations were unanimously approved.

6. Update from Events

Due to time constraints Paul gave a very brief overview and agreed that more time would be given at the next meeting.

Markets - Traders were divided over markets the support for the markets; but that there is overwhelming support from the community. Paul is in communication with Sketts regarding the continuation of the markets next year, with an increase in frequency.

Summer Festival - Huge success. There is a promotional video on the HIP face book page and it will be available soon on You Tube. <https://youtu.be/RzO4yO2-7A>

Christmas Event - Date - Friday 01/12/17. Will set up a working group meeting as soon as possible, all partners invited to get involved.

7. Update from Arts and Architecture

Due to time constraints Paul gave a very brief overview and agreed that more time would be given at the next meeting.

Bridging Communities - There have been issues with the proposed artist leading to a further delay. The artist is resolute in his refusal to provide more than one design and is therefore not meeting the agreed artists brief. Communication is continuing but all work by the artist has been suspended.

Anglesey Street Car Park Bank - To be discussed in full at the next meeting.

8. Best kept Village 2017

Paul displayed the certificate and said that he would be presenting it to The Town Council at their next meeting. Paul will circulate by email the feedback received from BKV, and it can be discussed at the next meeting. Paul will circulate a copy of the certificate and a letter of thanks to the local traders and all community groups involved. Copies of the certificate will be displayed on local notice boards.

9. Proposed Hednesford Town Lottery

To be discussed at next meeting

10. Updates from HIP Partners

To be emailed to Lesley by the end of the week and Lesley will arrange for them to be circulated by email.

11. Any Other Business

Sharon Jagger raised concerns about the state of the flags in Market Street, along with concerns that the Traders Association did not appear to have any contingency for maintenance. Paul informed partners that he had met with the Chair of the Traders and that they were no longer supportive of the placement and management of the flags, although supportive of any initiative to promote increased trade in the town. Paul said he will discuss this with the town council at their meeting the following day to understand what logistical support there is to access the flags and bring this information back to the Traders and HIP. Lesley suggested that this might be something adopted by HIP and should be discussed at the next meeting.

Sharon also raised concerns as to whether The Traders association had a stable committee able to put forward proposals for the use of the section 106 money and was worried the town would lose the money. Lesley explained that she and Carol had met with Glen Watson of CCDC and that he had reassured them that the Section 106 money would not go elsewhere, Lesley added that she had made a tentative suggestion that HIP could possibly be in a better position to ensure the 106 money was spent on improvements to the town. Paul added that he had discussed using 106 money for improved signage. Lesley suggested some could be used for the Anglesey bank project.

12. Date of next Meeting

Monday 9th October 2017 at Staffordshire University Academy 5:30pm

******Please note earlier start time******



Meeting at Bella's Coffee House

Wednesday 20th September 2017



Present:

David Wisehall (Chair)
Mary Wynne
Robin Kingston
Bryan Jones
Dot Farish
Paul Woodhead
Sarah Walker
Keith Fitch

Margaret Fitch
Susan Schofield
Ollie Kingston
Phil Bradley
Martin Jennings-Temple
Samantha Jennings-Temple
June Sheasby

Steve Wilson
Maxine Akins
Karen Wright
Sue Humphries
Sharon Jagger
Mark Walker
Stuart Crabtree

Apologises:

Chris Richards
Susan Fisher-Meddings
David O'Connor
Lesley Yates

Pam Richards
Phil Hewitt
Rob Ryder

Wendy Yates
George Adamson
Michelle Reynolds

Approval of minutes from meeting held Wednesday 9th August 2017:

Minutes approved without any amendments

Matters arising from minutes of last meeting not covered elsewhere:

Nothing raised.

DW congratulated SC and BJ on their respective elections to councils.

Station adoption and litter picks:

Over the last few days 2 hay racks have been removed believed stolen from the fence on platform 1 (Walsall bound). BT Police have been informed and crime number obtained. LM are arranging to check CCTV footage for evidence. Racks are screwed to the fence and also security ties are used but it may be necessary to also have chains and padlocks in future. SJ suggested that next year we could perhaps forgo planters and just plant straight into the ground and a request for information might be shown in the poster case on platform 2.

Community Notice board adjacent to waiting shelter on platform 2 (Rugeley bound) now in use

Network Rail promised to clear the area behind platform 2 of the cut down trees and branches at the end of August with the help of volunteers from within their organisation however as yet this has not happen. David will remind them.

The storage container kindly donated free of charge by Walton Homes was delivered and put into position by Nickolls Transport of Milford on 18th August. LM have agreed to pay the £180 transport costs. David has thanked Nickolls Transport for the great service they gave and to Walton Homes for their generosity. PR shots have been taken with guests from Walton Homes, LM and adopters but we are unable to release any of these as yet as NR have stopped us from using the container whilst they go through a process to identify all objections to its location along with concerns about safety of the area. Shelving has been

installed inside the container and our tools and other equipment are now in there together with a log book for all adopters to complete, first aid kit, sharps box, copies of method statement and risk assessment. DW or PW would at present be the only people to access the container at their own risk.

A quantity of Tête á Tête daffodils (miniature) have been purchased for the hay racks together with approximately 1,000 standard size daffodils for planting on the grassed areas of the station this Autumn. LM have agreed to pay for the bulbs and in addition to LM and NR SCC have agreed we can plant some on the land which is their responsibility. David mentioned a tool would be needed to help plant the bulbs but PW thought he had one we could borrow.

MA has a good contact for the supply of bulbs etc. for next year which she will pass on.

A response is still awaited from Chris Plant at SCC regarding attaching a wooden welcome to Hednesford sign to the wall supporting the road bridge near platform 2. MW mentioned the sign could be erected on posts rather than the wall if necessary although it was thought that on the wall would be preferable if permission received.

KF & DW attended a Chase Line Stakeholders Briefing session at Walsall on 18th August which included a tour of sites in Bloxwich and Walsall to view progress on the electrification and line speed increase projects. It proved to be a very informative day.

KF & DW on behalf of CCRPG and HoH respectively will be attending the LM Stakeholder conference at the Malmaison Hotel in Birmingham on Thursday 28th September. DW will also be attending NR's Community Rail Day on Wednesday 11th October at Baskerville House, Birmingham and the ACoRP Annual Seminar in York on 28th November.

Miners Memorial:

David commended Julie, Jackie and Pam for the work they are doing also thanked Julie and Jackie for keeping things going whilst Pam is away.

SS has contacted CHAPS regarding the badges project and is awaiting a response from them following their next meeting being held on 22nd September.

The question about having a plan of the bricks showing names was again raised also about having a copy of the plan displayed outside the library to allow visitors to the town to easily locate the brick they are looking for.

David passed round photo mock-ups produced by MW and SJT of how a bandstand may look if built around the clock in Market Street as a possible project using Section 106 money. It was also suggested Wetherspoons could be approached as a source for some of the funding.

DW thanked David O'Connor for the donation of £10.00 which will be held in petty cash.

Fundraising:

Lots of new opportunities presenting themselves and we need to really get organised to find small projects that we can do to apply for these. For example: Town Council, SCC, ACoRP, Coalfields, Tesco Bags of Help, Co-op plus Deborah Burnett has forwarded details of the Aviva Community Fund for local causes.

As yet SS has been unable to meet with Michelle Reynolds from Support Staffordshire about registering HoH as a charity.

There is a VCSE Forum on Thursday 28th September between 2pm and 4pm at Rugeley Community Centre, Burnthill Lane, Rugeley WS15 – 2HX.

BJ advised bids for funds he has access to need to be in by 30th November but they have to relate to a particular project or scheme.

David suggested a list of projects should be put together for the next meeting together with an idea of the costing of each project.

Best Kept Village competition. (BKV)

The Town Council has circulated a letter to retail parks and large retailers suggesting they become involved in community work with staff spending some time clearing around their premises as part of a community at work scheme. Some clearing has been done but the council has not received any direct response. BJ suggested a day of action should be organised and DW agreed to bring this up at the next HTC meeting. BJ suggested we investigate the possibility of purchasing a cigarette butt vacuum as a possible project to attract funding.

DW raised the issue of communication at the HiP AGM on 11th September during which a new Committee was elected. Communication will now be the responsibility of a new secretary whi David was delighted to announce is Andy Fittes with Robin Kingston the new Chair. Paul Woodhead and Lesley Yates continue as Vice-Chair and treasurer. Both Paul and Lesley had been thanked for their sterling efforts during what had been a very difficult year for them.

PW advised leaflets and a copy of the certificate received this year will be circulated during October. Next year need to organise a poster competition with local schools early in the year. Feedback from the judges this year showed no really negative comments.

Anglesey Street car park bank:

At the HiP AGM a discussion regarding funding of this project was deferred till the October meeting. DW has received an informal response from CCDC but nothing formal as yet. LY of HiP has been looking at what funding may be available but may need to establish what other local groups would be involved eg Cubs & Scouts.

Local Plan and Green Space application:

DW has contacted Pye Green Valley FB page but has not received any reply as yet. Bryan Jones new County Councillor agreed to continue working with DW on work started by Graham Burnett.

Report from Hednesford Traders meeting:

Nothing to report as last meeting held in May.

HiP are looking into the problems with the flags installed earlier this year and how they can be repaired and maintained. They are also investigating use of the section 106 money ring fenced for Hednesford town centre.

Christmas Market and switch on of lights.

The Christmas lights will be switched on Friday 1st December during the early evening and there will be also be a local market event and entertainment.

On Saturday 2nd December starting at 9 am there will be the Fourth Artisan Market this year organised by Sketts.

Tombola prizes are still required for the HoH stall which will be at the Friday night event. As a result of DW's works teams success at regular pub quiz nights, he will be donating numerous bottles of Titanic ale.

PW advised a meeting is being held on Wednesday 27th September to help sort out the organisation of the Christmas lights switch on.

SW organising customers of Bella's to knit various items for a stall at the lights switch on event. Poster on show within Bella's.

HoH Projects:

A list of projects mentioned at previous meetings had been produced by SS and DW went through the list giving updates on the various items. This list will can be updated at each meeting and decisions made about which items should be focussed on each time. It was agreed that a separate committee meeting be held pre-Oct 18th meeting to discuss priorities.

Chairman's Note:

Due to having to amend the running order of the meeting as some members needed to leave early and danger of the meeting over running some items were not discussed as planned.

- *Summer Festival. Fantastic event, great turnout and a credit to Hednesford and the organising committee. Thanks to the generosity of Susan Schofield for the donation of the Teddies, with the help of volunteers on the day, we completely sold out and raised £143.44. Don't quite know how we arrived at that but a big 'Well Done'. Thanks must also go to Susan for the cake and biscuits at our meetings.*

Updates:

- *Station. Since the meeting, 2 more hay-racks have been stolen from the station. British Transport Police are aware. If anyone has any information, please contact them on 0800 405040. CCTV footage will be scrutinised to try and identify the culprit.*
- *We have received approval from Staffordshire County Council for the large sign to be installed on the station bridge retaining wall. Work will now start to make it.*
- *Amazon. We have been invited to have a tour of the Amazon warehouse in Rugeley by our colleagues in their station adoption group. This is extended to all HoH members. Keith will forward details later.*

Next HoH meeting:

Wednesday 18th October 2017 at 6 pm.

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

Next HoH Litter pick:

Sunday 1st October 2017

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

Keith Fitch

29th September 2017.

**World War 1 Project Group
Meeting held on Thursday 7 September 2017**



MINUTES

In attendance:

- Kate McBey, PR & Marketing Officer (Chair & Project Lead for the World War 1 centenary commemorations at Cannock Chase Council)
- Bob Leighton, Royal Engineers Association
- Bob Plumb, Royal British Legion – Hednesford branch
- Pete Sidgwick, Chairman of Cannock Chase Arts Council & Tower Players
- Brian Gamble, Royal Air Force Association (RAFA) & Hednesford Town Council
- Louise Onions, Civic Support, Cannock Chase Council

Apologies:

- Trevor Evans, Staffordshire Regimental Association
- Lawrence McGowan, Royal Air Force Association
- Kevin Yates, Principle Parks and Open Spaces Officer, Cannock Chase Council
- Sara Green, Consultation and Engagement Officer, Cannock Chase Council
- Councillor Christine Mitchell, Leader of Culture and Sport at Cannock Chase Council
- Peter Harrison, Clerk of Hednesford Town Council
- Anne Walker, Area of Outstanding Natural Beauty
- Lisa Shephard, Creative Development Manager, Inspiring healthy lifestyles
- Councillor George Adamson, Leader of Cannock Chase Council
- John Dargavel, Royal Military Police

1. Welcome and introductions

Kate welcomed everyone to the meeting and each member introduced themselves and their organisation.

2. Minutes & actions

Kate went through the actions from the meeting held on Tuesday 14 February and most actions had been completed. However, the group agreed to carry forward the following actions and these included:

ACTION: Kate and Anne will provide a list of the commemorative activities taking place locally to see how Cosford could get involved

Brian and Trevor will be arranging a visit to Cosford to discuss what is being delivered locally and to see what support they could offer for these events. A date will be confirmed by the next meeting.

ACTION: Kate to contact Wolverhampton Sea Cadets and confirm a marching band
Bob Plumb advised Kate to continue using the band that she had booked for the Remembrance Parades in 2018 rather than contacting the Sea Cadets. Kate agreed she would do this.

ACTION: Kate to contact Rugeley Town Council

Kate informed the group that contact had been made and that a meeting date was in the process of being confirmed. This will be discussed further at the next meeting in September.

Updates were given on a number of actions including:

Attendance from Rugeley Town Council:

Kate informed the group that she had met with the new temporary Clerk at the Town Council and will be working with her closely on future World War 1 events.

List of ATCs aligned to the Cannock Chase branch of RAFA:

Brian agreed he would send this through once confirmed. Kate did update the group that Tracie Clarke would be leading on the arrangements for the Freedom March – updates of this are covered further in the minutes.

Hednesford Royal British Legion:

At the last meeting held in June, Bob Plum notified the group that there will be a 40's night held on 28 October from 8pm at the Ex-Servicemen's Club in Hednesford. Tickets are now available to purchase.

Armed Forces Day 2017:

Pete Sidgwick wanted to thank everyone involved in organising this event in June. In particular, he wanted to thank the Council's Grounds Maintenance team as they were helpful in setting up the event. It was a great day, which was enjoyed by all.

3. Update on future WW1 commemorations

There are a number of events which are being planned for 2018 and these were discussed in detail by each event lead.

3.1 Battle's Over – A Nation's Tribute and WW1 Beacons of Light

Kate updated the group that a meeting had been held with St Luke's Church to discuss the possibility of holding a lighting ceremony on their grounds in November 2018. St Luke's have agreed they will support this and the finer detail will be confirmed in August 2018.

The Beacon lighting ceremony will take place on Sunday 11 November at 7pm prior to the Centenary Show at the Prince of Wales Theatre.

Everything for this event has been provisionally booked and the finer detail will be confirmed in August/September 2018.

The design and production of the Beacon will be lead by Lisa Shephard from Inspiring healthy lifestyles whilst Kate is on maternity leave.

Pete Sidgwick passed on a suggestion from a member of the Cannock Chase Arts Council to live stream the lighting of the Beacon from the theatre, so that people could watch it whilst

waiting for the production to start. Kate said she would look into this as part of the arrangements for the event.

3.2 Remembrance Weekend 2018

3.2.1 Battle's Over March

This will be held on Saturday 10 November 2018 and will involve a parade and service in Cannock, Hednesford and Rugeley.

Kate informed the group that planning was underway and a meeting with key representatives was due to take place on 13 September.

It was suggested that the parade route for Hednesford would change – the parade will now start at the clock, finishing with the service at the War Memorial.

ACTION: Kate agreed she would take this to the project meeting and would confirm at the next meeting.

It was suggested that due to potential numbers at the War Memorial, that an announcement is made asking those in wheelchairs to exit the site first. This will be achieved by using the newly installed PA system.

Concerns were raised about the steps at the War Memorial.

ACTION: Kate agreed she would speak to the Council's Parks and Open Spaces Manager.

ACTION: Kate asked the group to send through key contacts that need to be invited to this event – the group agreed they would send this through by 15 September.

3.2.2 'The Last Day' - Centenary Show

This will be held on Sunday 11 November 2018 at the Prince of Wales Theatre, following the Beacon lighting ceremony. This will be led by Peter Sidgwick with the support of Cannock Chase Arts Council.

Pete provided an update to the group and informed them that the production will tell the story of the War from midnight through to the last day.

Cannock Chase Arts Council will perform this and will be a similar format to that of 'Four Winters at War'.

There was a discussion around the price of the tickets and the group agreed £10 would be a fair amount.

A programme for the show was circulated – as shown below:

6.30pm	Beacon Lighting Ceremony Service St Luke`s Church
7pm	Official lighting of Beacon
7.15pm	Close ceremony
7.15pm – 7.30pm	Walk across to the Prince of Wales Theatre
7.45pm	Background music played by Lea Hall Brass Band and Bridgtown Concert Band
8pm	The Last Day
9pm – 9.20pm	Interval
9.20pm – 10.20pm	The Last Day (including The Last Post and Local Remembrance Dedication
10.30pm	Close

Kate informed the group that planning was underway and a meeting with key representatives was due to take place on 13 September.

A funding application is currently being prepared by Lisa Shephard for the Armed Forces Community Covenant – it is hoped this is successful. As part of the funding application, it has been proposed that we produce an educational legacy linking in with schools and local military associations.

The finer detail will be confirmed in August/September 2018.

4. Update on 100th anniversary of the RAF

Brian informed the group that there was no update on this at the moment and would hope to bring something to the next meeting in October.

5. Freedom of the District 2018

Louise Onions updated the group on this. The Council has now agreed the budget and go ahead for this so preparations are underway.

It has been suggested that the proposed date in May will need to be pushed back to later on in the year, but this would be confirmed at a further meeting.

Brian also confirmed this and said that the Regional Director for RAFA (Paul Baker) had already been in touch with the Warrant Officer at Cosford to discuss this. Brian requested for officers to arrange a meeting with Paul Baker to pull the planning together.

The group were also made aware that the lead officer from the Council would be Tracie Clarke.

ACTION: Council to arrange initial planning meeting with RAFA

6. Any other business

Kate asked members if they had anything further they would like to discuss before closing the meeting. The following was raised:

Hednesford Royal British Legion:

Bob Plumb informed the Chair that correspondence about the group needs to be sent to the Chairman of the Hednesford branch.

ACTION: Bob to send through email address for John Richards.

The Tunnellers:

Pete provided a further update on the Tunnellers Exhibition. This is due to be touring across Staffordshire next year and will be located in libraries or other civic facilities for a 6 week to 2 month period. It will include an interactive visual display and a live performance.

AONB update:

As an update, the third phase of the WW1 work that the AONB are doing with the Friends of Cannock Chase is progressing well. One of the groups that are taking part is Cannock Army Cadets, who are due to visit Shugborough's Triumphal Arch, which has WW1 graffiti, including the names of some of the New Zealand soldiers who were stationed there 100 years ago. The fourth and final phase is in preparation and will be submitted to the Heritage Lottery Fund at the end of September.

The annual ceremony at Freda's Grave to commemorate service and support animals will be taking place on Friday 10 November at 2pm.

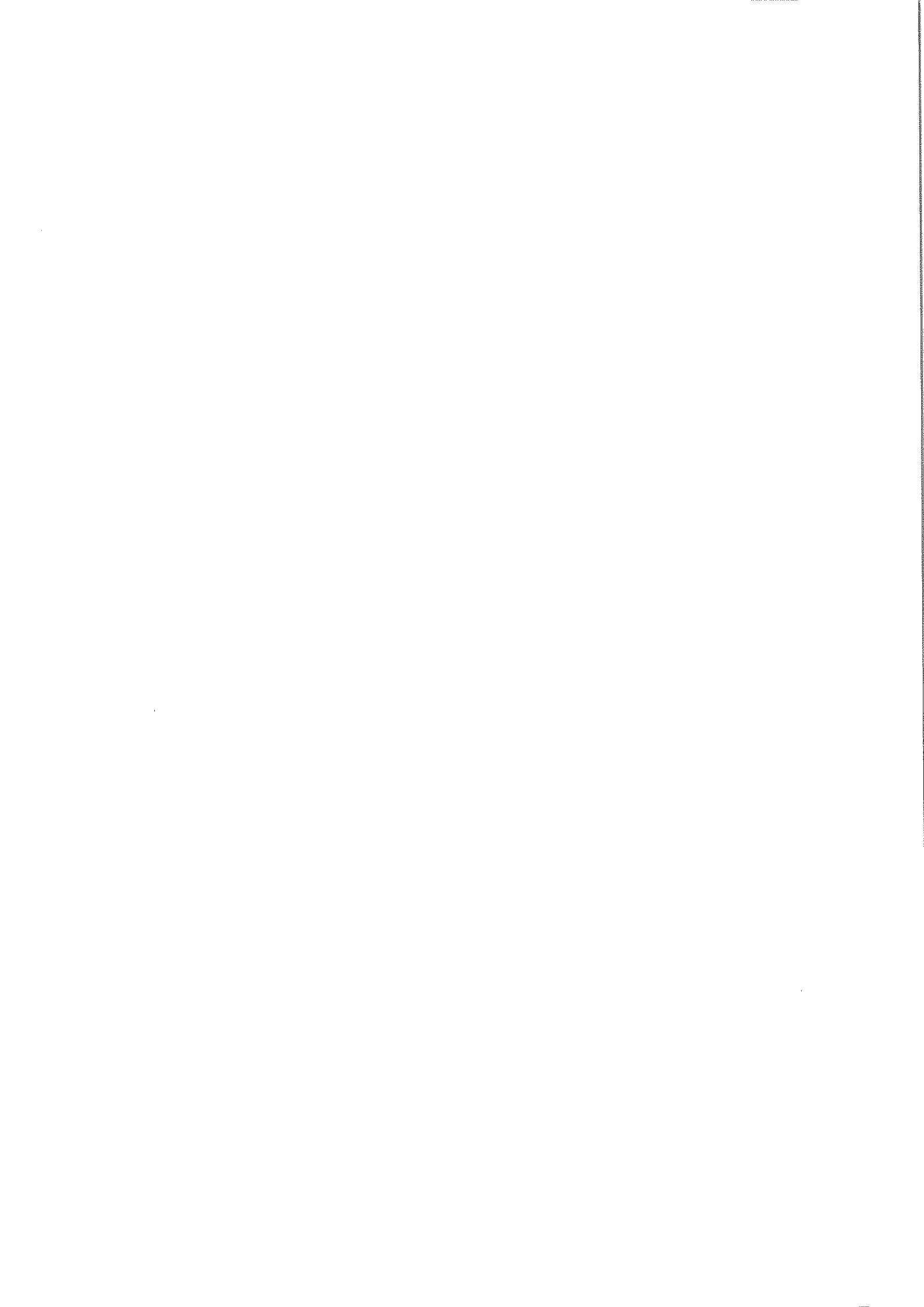
Remembrance parades:

The group did ask for details of local Remembrance Services which are taking place this year.

ACTION: Louise Onions to send to Kate so they can be posted on the Council's website.

7. Date of next meeting

Due to Kate going on maternity leave in October, the group will not meet again until August 2018. Kate will arrange a meeting when she returns from maternity leave.



**World War 1 Project Group
Meeting held on Thursday 5 October 2017**



MINUTES

In attendance:

- Kate McBey, PR & Marketing Officer (Chair & Project Lead for the World War 1 centenary commemorations at Cannock Chase Council)
- Bob Leighton, Royal Engineers Association
- Bob Plumb, Royal British Legion – Hednesford branch
- Sheila Dunning, Royal British Legion – Cannock branch
- Tracie Clarke, Civic Support, Cannock Chase Council
- Trevor Evans, Staffordshire Regimental Association
- Brian Gamble, Royal Air Force Association (RAFA) & Hednesford Town Council
- Daren Foley, Landor Society
- Sara Green, Consultation and Engagement Officer, Cannock Chase Council
- Kevin Yates, Principle Parks and Open Spaces Officer, Cannock Chase Council

Apologies:

- Pete Sidgwick, Chairman of Cannock Chase Arts Council & Tower Players
- Louise Onions, Civic Support, Cannock Chase Council
- Lawrence McGowan, Royal Air Force Association
- Councillor Christine Mitchell, Leader of Culture and Sport at Cannock Chase Council
- Peter Harrison, Clerk of Hednesford Town Council
- Anne Walker, Area of Outstanding Natural Beauty
- Lisa Shephard, Creative Development Manager, Inspiring healthy lifestyles
- Councillor George Adamson, Leader of Cannock Chase Council
- John Dargavel, Royal Military Police

1. Welcome and introductions

Kate welcomed everyone to the meeting and each member introduced themselves and their organisation.

2. Minutes & actions

Kate went through the actions from the meeting held on Thursday 7 September and most actions had been completed. However, the group agreed to carry forward the following actions and these included:

ACTION: Kate and Anne will provide a list of the commemorative activities taking place locally to see how Cosford could get involved

Brian and Trevor will be arranging a visit to Cosford to discuss what is being delivered locally and to see what support they could offer for these events. A date will be confirmed by the next meeting.

ACTION: Louise Onions to send Kate (or the Comms Team) details of local Remembrance Services to put on the Council's website.

Kate will send a reminder email requesting this information.

Hednesford War Memorial:

An update was given on the action in relation to the steps at the War Memorial in Hednesford. Kevin Yates from the Council's Parks and Open Spaces Team was in attendance and confirmed he would look into the request and feedback as soon as possible.

3. Update on future WW1 commemorations – Remembrance Weekend 2018

There are a number of events which are being planned for 2018 and these were discussed in detail by each event lead.

3.1 Battle's Over – A Nation's Tribute and WW1 Beacons of Light

Kate updated the group that St. Luke's Church had agreed to hold the lighting ceremony and service on their grounds on 11 November from 6.30pm onwards. The finer detail will be confirmed in August 2018.

The Beacon lighting ceremony will take place on Sunday 11 November at 7pm prior to the Centenary Show at the Prince of Wales Theatre.

Everything for this event has been provisionally booked and the finer detail will be confirmed in August/September 2018.

The design and production of the Beacon will be led by Lisa Shephard from Inspiring healthy lifestyles whilst Kate is on maternity leave.

Sheila Dunning suggested that a young person should light the Beacon at the ceremony. Kate asked the group to put forward any suggestions and said she would pick this up when she returns from maternity leave in August 2018.

Brian Gamble also suggested linking in with the Youth Endeavour Award which the District Council leads on each year.

ACTION: Kate to look into suggestions in August 2018.

3.2 Battle's Over March

Kate updated the group on the actions associated with this event. Meetings had taken place with key representatives across the District and Kate fed back on some of these comments.

Kate advised the group that people are/were happy to support the concept of the marches, but questions had been raised as to the purpose due to the local Remembrance parades planned for the Sunday.

Kate put forward to the group, the proposal of cancelling the marches on the Saturday and to support the local parades on Remembrance Sunday in order to avoid duplication. The

concern is around who will be participating in the march itself as the same people will be invited to attend both events, so it could be too much for some people and organisations.

After further discussions and considerations, the group agreed that we would no longer go ahead with the Battle's Over March and were happy that some of the budget (which the Council provides) will be put towards supporting the local services on the Sunday. This would include Cannock, Hednesford, Rugeley, Brereton and Norton Canes. The majority of these services are led by the Royal British Legion, so Kate agreed she would make contact with the event leads when she returns from maternity leave in August 2018.

The remaining budget would then be used as match funding towards 'The Last Day' Legacy Project.

Kate confirmed the Leader of the Council, Cllr George Adamson was happy with this proposal.

ACTION: Kate to contact event leads in 2018.

The group were happy for the Council to support these local events and Kate agreed this would include the marketing and publicity, service sheets and any further support such as screens etc. Other elements including the event organisation, road closures etc. will still be picked up by the individual event leads.

Trevor Evans supported this as he was concerned that they wouldn't have the veterans to march.

It was also suggested by the group that surplus service sheets could be handed out as people arrive at the War Memorial so everyone receives a copy.

ACTION: Kate to notify key contacts about the cancellation of this event prior to going on maternity leave.

3.3 'The Last Day' - Centenary Show

This will be held on Sunday 11 November 2018 at the Prince of Wales Theatre, following the Beacon lighting ceremony. This will be led by Peter Sidgwick with the support of Cannock Chase Arts Council.

The Arts Council have agreed that they will also perform this at the Rugeley Rose Theatre on Saturday 17 November 2018. The finer details will need to be confirmed.

Sheila confirmed she was happy to support this event and donate poppies. She will hand these out on the door with the programmes as people arrive. Sheila also kindly offered to help distribute any promotional material associated with this event once ready.

Sheila is also due to have a meeting with Richmond to see if there is anything extra special they could provide -- i.e. the poppy figures etc. which could be displayed around the theatre.

Bob Plumb suggested that we could ask people to dress up in WW1 uniform etc. to add to the atmosphere of the event. Kate agreed this could be noted as an option on the promotional material.

There was a discussion around the financial profit made at this event. Kate confirmed conversations had been had previously and it was agreed that any profit would be donated to a local military charity.

ACTION: Kate to confirm what military charity after discussions with the Leader of the Council. This will be confirmed in September/October 2018.

Kate informed the group that a planning meeting took place on 13 September and the finer detail of this event would be confirmed in August/September 2018.

A funding application has been prepared by Lisa Shephard for the Armed Forces Community Covenant – it is hoped this is successful. This was submitted on 5 October, so Lisa should receive the outcome at the end of November 2017.

If successful, Lisa will pick up the various actions and Kate will support when she returns from maternity leave.

ACTION: Lisa to notify the group about the outcome of the funding application once confirmation is received.

The group also had a discussion about the projection of poppies on the stage area and also the Prince of Wales building itself. Sara Green recommended contacting Lichfield Cathedral to see how they do this for some of their events.

ACTION: Kate will look into this in 2018 and approach other areas that have used similar at their events.

Trevor also suggested approaching the Staffordshire Poppy Appeal Launch to see if we could borrow their Staffordshire Knot structure they are having made.

4. Freedom of the District 2018 - RAFA

Brian Gamble and Tracie Clarke provided an update for the group.

A meeting will be held on 11 October to discuss the plans for this event. The Station Warrant Officer at Cosford is on board and will be supporting this event.

A date has not yet been confirmed, however, it is looking likely that it will be held some time in August or September 2018.

ACTION: Tracie to notify the group once a date has been confirmed.

Kevin Yates did raise some concerns around it being the football season and limitations with parking. He agreed to liaise with Tracie directly on this to avoid any potential issues.

5. Any other business

Kate asked members if they had anything further they would like to discuss before closing the meeting. The following was raised:

Service at St. Luke's:

Trevor notified the group that a service would be taking place at St Luke's Church in April 2018 to commemorate the stainless glass window that is being produced.

War Graves:

Trevor also confirmed that the Hednesford branch of the Staffordshire Regimental Association is adopting the War Graves at the Cannock Cemetery site. There are approximately 35 in total and each will have a Remembrance Rose planted in front of each headstone. The Council and the Commonwealth War Commission are fully supportive of this.

This initiative is being funded by the Staffordshire Regimental Association. On the afternoon of Remembrance Sunday 2017, a service will take place at the cemetery where the Regiment will deliver the Last Post.

Sheila kindly offered to donate 35 poppy wreaths or crosses for this initiative.

Watchman Update:

Trevor also informed the group that their mascot is struggling with his eye sight at the moment, so he is due for retirement. They are currently looking at a replacement. In addition to this, the Ram for the Mercian's has sadly passed away and it is unlikely he will be replaced.

Landor Society:

Darren Foley asked if we were looking at having displays at the event in 2018. Kate confirmed we would be asking as many groups to support this event and put displays in the foyer area of the theatre. The finer details will be confirmed in 2018.

General Promotion:

Sara asked the group to send any information through to her if they wanted anything promoted whilst Kate is off on maternity leave.

Sara's email is: sara.green@cannockchasedc.gov.uk

Mill Street Underpass:

Trevor also raised concerns about some damage that had been caused to the underpass. Kate confirmed this had already been reported and repair works had been booked in.

Military Project:

Bob Plumb informed the group that he is busy working on a history project that is due to be rolled out in April 2018. He asked the group if they could provide contact details for local schools.

Kate suggested that if this was an educational package, that it could form part of the Legacy resource that is being developed in 2018.

More details will be provided at our next meeting in August 2018.

40's Night

Bob also confirmed that tickets were still available to purchase for the 40's night which is being held on 28 October from 8pm at the Ex-Servicemen's Club in Hednesford. Tickets are £5 each.

6. Date of next meeting

Due to Kate going on maternity leave in October, the group will not meet again until August 2018. Kate will arrange a meeting when she returns from maternity leave.

Respect

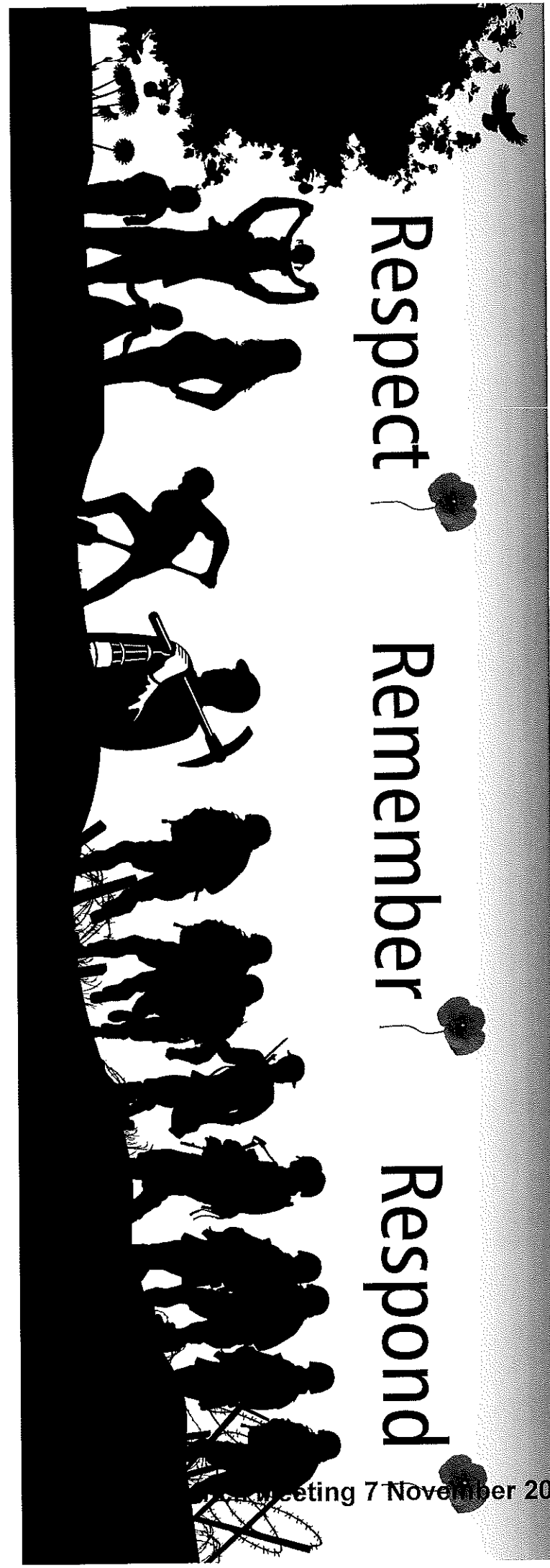
Remember

Respond

Respect

Remember

Respond





CHAPS [Chase Arts for Public Spaces]

MINUTES

Meeting held Friday 22nd September 2017
52, Hatherton Road, Cannock

1. Present: Pat Ansell [chair]; Sheila Harding [vice chair]; Mike Mellor [President, treasurer]; Trish Mellor, secretary; Amanda Milling MP; Brenda Marshall; Lisa Shephard; Craig Watts. Also in attendance Jenny Dunn, Robert Ford
Apologies: Peter Harrison; Dave Martin; Ray Betteridge; Alan Dean
Not present: George Adamson; Brian Batey; Roger Loader; Alex Smith
2. Project proposal regarding a mining memorial at the National Memorial Arboretum [NMA]. Jenny Dunn & Robert Ford attended to speak to the committee regarding the proposal. They have been in conversation with the NMA, where there is a monument to the Bevan Boys, they would like to have a memorial to all miners included at the NMA. Jenny has met with Mike to discuss CHAPS' involvement: the NMA require any application to be from a group with a constitution. Jenny would appreciate the support, advice and expertise of CHAPS. Mike has been in touch with Andy de Comyn, the sculptor who designed and made the statues in Rugeley, he also did the monument 'Shot at Dawn' at the NMA. Andy's design [attached] was shown to the committee. The committee voted unanimously in favour of giving their support; Lisa and Amanda were able to suggest several bodies to approach regarding funding; Amanda will approach other MPs whose constituencies have a mining heritage. Mike will now contact Andy de Comyn to take his design further and to produce drawings, illustrations and costings in order that Jenny and Robert can return to the NMA and work towards a formal application; they will also be given information from CHAPS to show their support. At this stage avenues of funding will be explored further. Mike suggested that Jenny and Robert be co-opted onto the CHAPS committee until such time as the project is complete, this was accepted unanimously and will be formally put at the AGM in March 2018. At this point Jenny and Robert left the meeting.
3. Minutes of the last meeting held 7th April 2017 [previously circulated] were accepted as a true record.
4. Matters arising if not appearing elsewhere on the agenda – there were none
5. Officers' reports:
Chair – Pat wished to place on record her appreciation of all that the Dedication Service on April 22nd 2017 entailed, an enjoyable and emotional occasion, a fitting end to the four phases of the project.
Secretary – please see attached report
Treasurer – please see attached report
6. Miners Memorial – Hednesford
 - a) Phase 4 – highly successful, information in secretary's and treasurer's report
 - b) New plaque for memorial – An email was received from Sue Woodward and

10. Possible future projects for CHAPS –

- a) Artwork for Rugeley [Roger Loader; Ray Betteridge] no report – Mike and Pat to attempt to get an update for the next meeting.
- b) Huntington: artwork for the village – CHAPS no longer involved with this
- c) Brereton & Ravenhill Heritage Committee proposals: Amanda had no update, neither did Pat. It appears they may be waiting for a decision regarding a suitable site.

11. AOB – Hednesford Park event, August 2017 – no-one was able to attend; we have been invited to have a stall at Hednesford Christmas Lights, committee felt this would not be appropriate.

Paul Woodhead [in his position as vice-chair, Hednesford in Partnership - HiP] has contacted Mike requesting assistance with the siting of the signage from the Globe Public House in Hednesford: the committee did not feel able to offer assistance. He also asked for our thoughts regarding a possible memorial to Carol Fittes and Graham Burnett along with others who may have contributed much to Hednesford. After discussion it was felt that it would be more appropriate for other groups with which Carol & Graham were working to take the lead and that, rather than a named memorial, maybe to plant trees would be the right thing to do. Mike will meet with Paul to discuss this.

Lisa informed CHAPS of a bid put in to gain funding for 3 local projects concerned with marking the centenary of WW1: a performance of Peer Sidgwick's piece "The Last day"; beacons to be used within the national beacon lighting; working with veterans to produce a digital piece for use in schools. She also told of her work with children to produce artwork for a book of the history of Hednesford and also an online book on the history of Hednesford Park.

12. Date of next meeting, the AGM: Friday 16th March 2018. Amanda Milling MP has given her apologies for the AGM, she is scheduled to be in Westminster on that date.

The meeting closed at 4.30pm

CHAPS TREASURER'S REPORT

22nd September 2017

Current balance at 22nd September 2017

General account:	£323.83
Queen's Square Account:	£5.27
Hednesford Memorial Account:	£673.11
Total funds in Bank:	<u>£1002.21</u>

Donations given in respect of the Hednesford Mining Memorial:

- Lea Hall Brass Band
- Cannock Chase Orpheus Male Choir
- Royal British Legion [Right Revd. Nigel McCulloch]
- Salem Church [Jim Bullock]
- Friends of Hednesford Park
- Hednesford Lions
- Heart of Hednesford
- Girls' Venture Air Corps

Mike Mellor

Treasurer, CHAPS

22nd September 2017

Secretary report to CHAPS committee, 22nd September 2017

- Website partially updated following the final Dedication service
- Sadly, the invitation to attend the service did not reach the Rugeley Town Council Chairman.
- Press releases re dedication service sent and published E & S, Chronicle, Staffs Outlook
- Letters of thanks [some with donations – see Treasurer’s report] have been sent to Lord-Lieutenant of Staffordshire Mr Ian Dudson; Right Revd Nigel McCulloch; Jim Bullock; Amanda Milling MP; Tony Wright; Cllr Zaphne Stretton; Lea Hall Brass Band; Chase Orpheus Male Choir; Cannock Sound Hire; St John’s Ambulance; Eventmen staging; Janette Arrowsmith; Steve Schofield, Cannock Council; Heart of Hednesford; Stuart Ramsell, the Lightworks; Lynn Evans, Friends of Hednesford Park; Chadsmoor Methodist Church; Sue Horton, Hednesford Library; and the Girls Venture Air Corps.
- We have received letters from Chase Orpheus Male Choir; Alan Pearson, Chairman, Hednesford Town Council; Right Revd Nigel McCulloch; British Legion; Salem Methodist Church and the Heart of Hednesford.
- All books have now been collected or delivered with two further requests – we have explained that we have no more. Additional copies of the inserts for Phases 3 and 4 are available at Hednesford Library and Hednesford Mining Museum.
- A brick has been replaced when the purchaser realised he had given the incorrect colliery name. He paid for the new brick and collected the old one once it was removed.
- We got in touch with as many as possible regarding the bricks which had to replace ourselves to ask if they would like the original [slightly damaged] brick. Many took them and were thrilled to do so.
- We had many, many phone calls, emails and letters of thanks and praise for the memorial and the dedication service.
- Three requests for bricks since, people saying they knew nothing about it. One lady was quite unhappy, saying she and lots of her friends would pay a lot more and there is plenty of space available for more bricks on the site. We did not continue the correspondence.
- We had an email from Sue Woodward – she had heard from the Sunley family who were unhappy that the plaque with Jack’s name had been removed. Sue initially contacted Derek Davis, then looked at the website and found my email address. We received a letter in the post and by email from the Sunley family. Mike responded, explaining how this had come about and kept both Pat Ansell [Chair] and Sheila Harding [Vice-Chair] in the loop. All letters are available for the committee to see. We now have wording available for the new and final plaque.



**Revd Ann Kelly,
The Vicarage,
Church Hill,
HEDNESFORD WS12 1BD.**

Dear Friends,

CHRISTMAS TREE FESTIVAL ST PETER'S CHURCH.

To celebrate the 30th Anniversary of St Peter's Church which is The Parish Church of Hednesford, we are holding a Christmas Tree Festival from the 1st-4th of December 2017.

We are writing to invite you to be a part of our festival, and place a Christmas Tree in St Peter's Church decorated around the theme of your School/Business with a card describing your school/business. The Festival will be open daily from 10am-4pm and people will receive a token to choose their favourite tree, and there will be a prize for the best tree.

If you would like to be a part of our festival, could you please fill in the tear off slip at the bottom of this letter and return it in the envelope provided, and more details will be sent to you very soon.

We look forward to hearing from you.

Every Blessing,

Revd Ann Kelly Carol Watson Eunice Haycock Caron Thomas

ST PETER'S CHURCH CHRISTMAS TREE PLANNING GROUP.

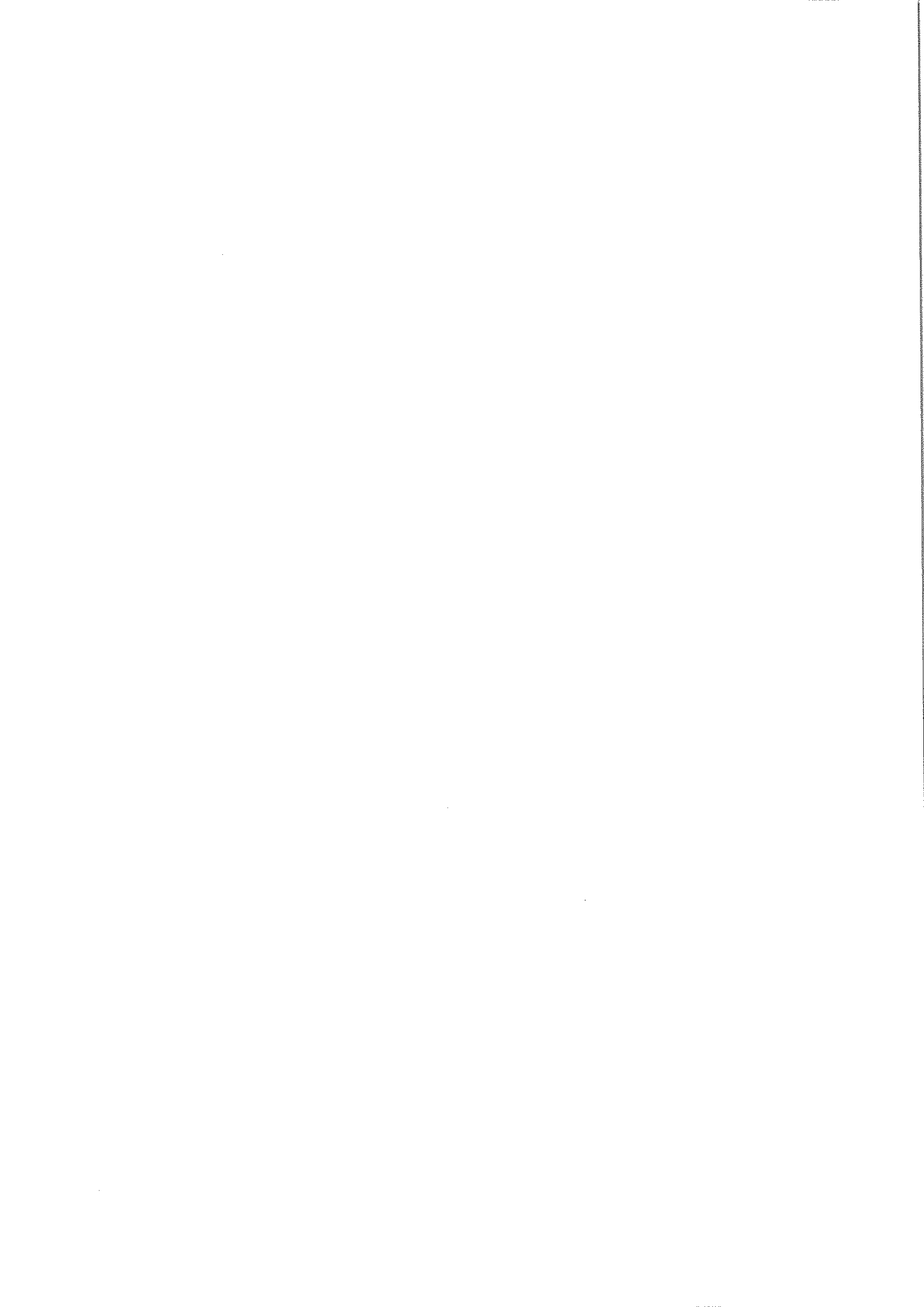
School/Business.....

Would like to take part in St Peter's Church Christmas Tree Festival.

Address.....

.....

Telephone/mobile.....





Department for
Communities and
Local Government

Disqualification criteria for Councillors and Mayors

Consultation on updating disqualification criteria for local
authority members

September 2017
Department for Communities and Local Government



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September 2017

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Scope of the consultation

A consultation paper issued by the Department for Communities and Local Government on behalf of the Secretary of State

Topic of this consultation:	This consultation paper sets out the government's proposals for updating the criteria disqualifying individuals from standing for, or holding office as, a local authority member, directly-elected mayor or member of the London Assembly.
Scope of this consultation:	<p>The Department for Communities and Local Government is consulting on proposals to update the criteria disqualifying individuals from standing for, or holding office as, a local authority member, directly-elected mayor or member of the London Assembly, if they are subject to:</p> <ul style="list-style-type: none"> • the notification requirements set out in the Sexual Offences Act 2003 (commonly referred to as 'being on the sex offenders register'); • a civil injunction granted under section 1 of the Anti-social Behaviour, Crime and Policing Act 2014; or • a Criminal Behaviour Order made under section 22 of the Anti-social Behaviour, Crime and Policing Act 2014. <p>Any changes to the disqualification criteria would require changes to primary legislation, in particular the Local Government Act 1972, the Local Democracy, Economic Development and Construction Act 2009, and the Greater London Authority Act 1999.</p> <p>The proposed changes would not act retrospectively.</p>
Geographical scope:	The proposals in this consultation paper apply to certain authorities in England, including local authorities, combined authorities and the Greater London Authority. They do <u>not</u> apply to authorities in Wales, Scotland or Northern Ireland.
Impact Assessment:	No impact assessment has been produced for this consultation.

Basic Information

To:	This consultation is open to everyone. We particularly seek the views of individual members of the public, prospective and current councillors and those bodies that represent the interests of local authorities and councillors at all levels.
Body responsible for the consultation:	The Local Government Stewardship Division in the Department for Communities and Local Government is responsible for conducting the consultation.
Duration:	The consultation will begin on Monday 18 September 2017. The consultation will run for 12 weeks and will close on Friday 8 December 2017. All responses should be received by no later than 5pm on Friday 8 December 2017.
Enquiries:	<p>If you have any enquiries, please contact:</p> <p>Stuart Young email: stuart.young@communities.gsi.gov.uk</p> <p>DCLG Tel: 0303 44 40000</p> <p>How to respond:</p> <p>Please respond by email to: Section80consultation@communities.gsi.gov.uk</p> <p>Alternatively, please send postal responses to:</p> <p>Stuart Young Department for Communities and Local Government 2nd Floor, NE, Fry Building 2 Marsham Street London SW1P 4DF</p> <p>Responses should be received by 5pm on Friday 8 December 2017.</p>
How to respond:	<p>You can respond by email or by post.</p> <p>When responding, please make it clear which questions you are responding to.</p> <p>When you reply it would be very useful if you could confirm whether you are replying as an individual or submitting an</p>

	official response on behalf of an organisation, and include: <ul style="list-style-type: none">- your name- your position (if applicable)- the name and address of your organisation (if applicable)- an address, and- an email address (if you have one)
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Introduction

1. Local authority members (i.e. councillors), mayors of combined authorities, members of the Greater London Assembly and the London Mayor take strategic decisions that affect all our lives. They decide how best to use taxpayers' money and manage local authority resources, including property, land and assets. They also have a leading role to play in building and preserving a society where the rights and freedoms of individuals are respected. They should be community champions. It is vital, therefore, that they have the trust of the electorate.
2. The Government considers that there should be consequences where councillors, mayors and London Assembly members fall short of the behaviour expected of anyone in a free, inclusive and tolerant society that respects individuals and society generally, and where this has led to enforcement action against an individual.
3. Existing legislation prevents individuals standing, or holding office, as a local authority member, London Assembly member or directly-elected mayor if they have, within five years of the day of the election, or since their election, been convicted in the UK, Channel Islands or Isle of Man of any offence and have received a sentence of imprisonment, suspended or not, for a period of not less than three months without the option of a fine.
4. The Government considers that the law should be updated to reflect new options which exist to protect the public and address unlawful and unacceptable behaviour.
5. This consultation proposes updating the disqualification criteria in section 80 of the Local Government Act 1972, paragraph 9 of schedule 5B to the Local Democracy, Economic Development and Construction Act 2009, and section 21 of the Greater London Authority Act 1999 to prohibit those subject to the notification requirements (commonly referred to as 'being on the sex offenders register') and those subject to certain anti-social behaviour sanctions from being local authority members, London Assembly members or directly-elected mayors.
6. This consultation does not propose changing the disqualification criteria for Police and Crime Commissioners (PCCs). For the purposes of this consultation, 'local authority member' also extends to directly-elected mayors and co-opted members of authorities, and 'local authority' means:
 - a county council
 - a district council
 - a London Borough council
 - a parish council

The disqualification criteria in section 80 of the Local Government Act 1972, paragraph 9 of schedule 5B to the Local Democracy, Economic Development and Construction Act 2009, and section 21 of the Greater London Authority Act 1999 do not cover the Council of the Isles of Scilly or the Common Council of the City of

London. Therefore, the proposals in this consultation do not extend to these councils.

The Current Disqualification Criteria

7. Under section 80 of the Local Government Act 1972, a person is disqualified from standing as a candidate or being a member of a local authority, if they:
 - are employed by the local authority;
 - are employed by a company which is under the control of the local authority;
 - are subject to bankruptcy orders;
 - have, within 5 years before being elected, or at any time since being elected, been convicted in the UK, Channel Islands or Isle of Man of any offence and have received a sentence of imprisonment (suspended or not) for a period of not less than three months without the option of a fine;
 - are disqualified under Part III of the Representation of the People Act 1983;
 - are employed under the direction of various local authority committees, boards or the Greater London Authority; or
 - are a teacher in a school maintained by the local authority.

8. Paragraph 9 of schedule 5B to the Local Democracy, Economic Development and Construction Act 2009 sets out the criteria on disqualification from standing as, or being, a directly-elected mayor of a combined authority. A person is disqualified from being elected or holding office as the mayor of a combined authority if they:
 - hold any paid office or employment (other than the office of mayor or deputy mayor), including any appointments or elections made by or on behalf of the combined authority or any of the constituent councils of the combined authority;
 - are subject to bankruptcy orders;
 - have, within 5 years before being elected, or at any time since being elected, been convicted in the UK, Channel Islands or Isle of Man of any offence and have received a sentence of imprisonment (suspended or not) for a period of not less than three months without the option of a fine; or
 - is disqualified for being elected or for being a member of a constituent council under Part 3 of the Representation of the People Act 1983.

9. Section 21 of the Greater London Authority Act 1999 disqualifies someone from being the Mayor or an Assembly member if they:
 - are a member of staff of the Authority;
 - hold an office that disqualifies the holder from being Mayor or an Assembly member;
 - are subject to bankruptcy orders are bankrupt or have made a composition agreement with creditors;
 - have, within 5 years before being elected, or at any time since being elected, been convicted in the UK, Channel Islands or Isle of Man of any offence and have received a sentence of imprisonment (suspended or not) for a period of not less than three months without the option of a fine;
 - are disqualified under section 85A or Part III of the Representation of the People Act 1983 from being the Mayor or an Assembly member; or

- are a paid officer of a London borough council who is employed under the direction of:
 - a council committee or sub-committee whose membership includes the Mayor or someone appointed on the nomination of the Authority;
 - a joint committee whose membership includes a member appointed on the nomination of the council and a member appointed on the nomination of the Authority;
 - the council executive, or one of its committees, whose membership includes the Mayor or someone appointed on the nomination of the Authority;
 - a member of the council's executive who is the Mayor or someone appointed on the nomination of the Authority.

Sexual Offences

10. The Government considers that anyone who is subject to sex offender notification requirements, commonly referred to as 'being on the sex offenders register', should be barred from standing for election, or holding office, as a local authority member, directly-elected mayor or member of the London Assembly. The period of time for which they would be barred would end once they were no longer subject to these notification requirements.
11. An individual can become subject to notification requirements by committing certain criminal acts or being issued with certain types of civil order:
- Being subject to sex offender notification requirements is an automatic consequence of being cautioned or convicted of a sexual offence listed in Schedule 3 of the Sexual Offences Act 2003 (see: <http://www.legislation.gov.uk/ukpga/2003/42/schedule/3>).
 - Sexual Harm Prevention Orders are civil orders intended to protect the public from offenders convicted of a sexual or violent offence who pose a risk of sexual harm to the public by placing restrictions on their behaviour. Offenders who are subject to Sexual Harm Prevention Orders become subject to notification requirements.
 - Notification Orders are civil orders intended to protect the public in the UK from the risks posed by sex offenders who have been convicted, cautioned, warned or reprimanded for sexual offences committed overseas. Such offenders may be British or foreign nationals convicted, cautioned etc. abroad of a relevant offence. Offenders who are subject to Notification Orders become subject to notification requirements.
12. The duration of the notification requirement period (i.e. how long a person is on the sex offenders register) is set out in the Sexual Offences Act 2003 and in the table below. The courts have no discretion over this.

Where the (adult) offender is:	The notification period is:
Sentenced to imprisonment for life or to a term of 30 months or more	An indefinite period
Detained in a hospital subject to a restriction order	An indefinite period
Sentenced to imprisonment for more than 6 months but less than 30 months imprisonment	10 years
Sentenced to imprisonment for 6 months or less	7 years
Detained in a hospital without being subject to a restriction order	7 years
Cautioned	2 years

Conditional discharge	The period of the conditional discharge
Any other description (i.e. community sentence, fine)	5 years

These periods are halved for offenders who are under 18 on the date of the caution, conviction or finding, as defined within the 2003 Act.

13. Offenders who are subject to the notification requirements must notify the police of (amongst other things) their: name, date of birth, national insurance number, home address, passport number, bank account and credit card details. They must do this annually, any time the details change or when they travel abroad. They must also notify the police when they stay or reside with a child for more than 12 hours.

14. Further information on the Sexual Offences Act 2003 can be found at: <https://www.gov.uk/government/publications/guidance-on-part-2-of-the-sexual-offences-act-2003>.

15. The Government does not propose including another type of civil order, the Sexual Risk Order, as this person would not have been convicted or cautioned of a sexual offence under the Sexual Offences Act 2003 and are not subject to notification requirements for registered sex offenders. A Sexual Risk Order does require the individual to notify to the police their name and their home address. A Sexual Risk Order can be sought by the police against an individual who has not been convicted, cautioned etc. of an offence under Schedule 3 or Schedule 5 of the 2003 Act but who is nevertheless thought to pose a risk of harm to the public in the UK and/or children or vulnerable adults abroad.

Q1. Do you agree that an individual who is subject to the notification requirements set out in the Sexual Offences Act 2003 (i.e. who is on the sex offenders register) should be prohibited from standing for election, or holding office, as a member of a local authority, mayor of a combined authority, member of the London Assembly or London Mayor?

Q2. Do you agree that an individual who is subject to a Sexual Risk Order should not be prohibited from standing for election, or holding office, as a member of a local authority, mayor of a combined authority, member of the London Assembly or London Mayor?

Anti-Social Behaviour

16. Anti-social behaviour blights people's lives and can leave victims feeling powerless. These are a range of powers to the courts, police and local authorities to tackle the problems in the table below.

17. The Government considers that an individual who is subject to an anti-social behaviour sanction that has been issued by the court, i.e. a Civil Injunction or a Criminal Behaviour Order, should be barred from standing for election, or holding office, as a local authority member, directly-elected mayor or member of the London Assembly. The period of time for which they would be barred would end once they were no longer subject to the injunction or Order.

Anti-Social Behaviour (ASB) Powers

Type	Power	Description
Issued by the court to deal with individuals	Civil Injunction	A civil order with a civil burden of proof. The injunction can include both prohibitions and positive requirements to tackle the underlying causes of the behaviour. Applications can be made by police, councils, social landlords, Transport for London, Environment Agency, Natural Resources Wales and NHS Protect.
	Criminal Behaviour Order	A court order available on conviction. The order can be issued by any criminal court against a person who has been convicted of an offence. It is aimed at tackling the most persistently anti-social individuals who are also engaged in criminal activity. The order can include both prohibitions and positive requirements. Applications are made by the prosecution, in most cases by the Crown Prosecution Service, either at its own initiative or following a request from the police or council.
Used by the police to move problem groups or individuals on	Dispersal Power	A flexible power which the police can use in a range of situations to disperse anti-social individuals and provide immediate short-term respite to a local community. It allows the police to deal instantly with someone's behaviour and prevent it escalating. The use of the power must be authorised by an officer of at least inspector rank, to be used in a specific locality for up to 48 hours or on a case by case basis. This is to ensure that the power is used fairly and proportionately and only in circumstances in which it is necessary.

Issued by councils, the police and social landlords to deal with problem places	Community Protection Notice	A notice designed to deal with particular problems which negatively affect the community's quality of life. The Notice can be issued to anyone aged 16 or over, businesses or organisations. This is a two-stage power and a written warning has to be issued first. Failure to stop the behaviour or take action to rectify the problem would lead to the notice being issued. The power can be used by councils, police and social landlords (if designated by the council).
	Public Spaces Protection Order	Designed to deal with anti-social behaviour in a public place and apply restrictions to how that public space can be used to stop or prevent anti-social behaviour. The order is issued by the council. Before the order can be made, the council must consult with the police and whatever community representatives they think appropriate, including regular users of the public space. Before the order is made the council must also publish the draft order.
	Closure Power	A fast and flexible two-stage power. Can be used to quickly close premises which are being used, or likely to be used, to commit nuisance or disorder, including residential, business and licensed premises. The police and councils are able to issue Closure Notices for up to 48 hours and the courts are able to issue Closure Orders for up to six months if satisfied that the legal tests have been met. Following the issue of a Closure Notice, an application must be made to the magistrates' court for a closure order.

Q3. Do you agree that an individual who has been issued with a Civil Injunction (made under section 1 of the Anti-social Behaviour, Crime and Policing Act 2014) or a Criminal Behaviour Order (made under section 22 of the Anti-social Behaviour, Crime and Policing Act 2014) should be prohibited from standing for election, or holding office, as a member of a local authority, mayor of a combined authority, member of the London Assembly or London Mayor?

Q4. Do you agree that being subject to a Civil Injunction or a Criminal Behaviour Order should be the only anti-social behaviour-related reasons why an individual should be prohibited from standing for election, or holding office, as a member of a local authority, mayor of a combined authority, member of the London Assembly or London Mayor?

Retrospection

18. Legislation does not generally apply retrospectively, the principle being that the law should operate in a clear and certain manner and the public is entitled to know the state of the law at a particular time.
19. The proposals in this consultation would not apply retrospectively, i.e. any incumbent local authority member, directly-elected mayor or member of the London Assembly, who is on the sex offenders register or subject to a Civil Injunction or Criminal Behaviour Order at the time the changes come into force would not be affected.
20. Such individuals would of course be prevented from standing for re-election after the changes came into force.

Questions

Q1. Do you agree that an individual who is subject to the notification requirements set out in the Sexual Offences Act 2003 (i.e. is on the sex offenders register) should be prohibited from standing for election, or holding office, as a member of a local authority, mayor of a combined authority, member of the London Assembly or London Mayor?

Q2. Do you agree that an individual who is subject to a Sexual Risk Order should not be prohibited from standing for election, or holding office, as a member of a local authority, mayor of a combined authority, member of the London Assembly or the London Mayor?

Q3. Do you agree that an individual who has been issued with a Civil Injunction (made under section 1 of the Anti-social Behaviour, Crime and Policing Act 2014) or a Criminal Behaviour Order (made under section 22 of the Anti-social Behaviour, Crime and Policing Act 2014) should be prohibited from standing for election, or holding office, as a member of a local authority, mayor of a combined authority, member of the London Assembly or London Mayor?

Q4. Do you agree that being subject to a Civil Injunction or a Criminal Behaviour Order should be the only anti-social behaviour-related reasons why an individual should be prohibited from standing for election, or holding office, as a member of a local authority, mayor of a combined authority, member of the London Assembly or London Mayor?

Q5. Do you consider that the proposals set out in this consultation paper will have an effect on local authorities discharging their Public Sector Equality Duties under the Equality Act 2010?

Q6. Do you have any further views about the proposals set out in this consultation paper?

About this consultation

This consultation document and consultation process have been planned to adhere to the Consultation Principles issued by the Cabinet Office.

Representative groups are asked to give a summary of the people and organisations they represent, and where relevant who else they have consulted in reaching their conclusions when they respond.

Information provided in response to this consultation, including personal information, may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 1998 (DPA) and the Environmental Information Regulations 2004.

If you want the information that you provide to be treated as confidential, please be aware that, under the FOIA, there is a statutory Code of Practice with which public authorities must comply and which deals, amongst other things, with obligations of confidence. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The Department for Communities and Local Government will process your personal data in accordance with DPA and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties. Individual responses will not be acknowledged unless specifically requested.

Your opinions are valuable to us. Thank you for taking the time to read this document and respond.

Are you satisfied that this consultation has followed the Consultation Principles? If not or you have any other observations about how we can improve the process please contact us via the [complaints procedure](#).





Dear Hednesford Town Council,

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

CCTV Monitoring for Hednesford Town Council

ANTI SOCIAL BEHAVIOUR	14
ASSAULTS	2
AUTOCRIME	0
BURGLARY	0
DAMAGE	0
DISTURBANCE	3
DOMESTIC	0
DRUGS	1
DRUNKNESS	5
GRAFFITI	0
MISSING PERSON	6
AREAS MONITORED (NON-CRIMINAL)	184
SUSPICIOUS	8
THEFT	1
TRAFFIC	3
TOTAL	
POLICE ADVISED	24
RESOURCE DEPLOYED	17

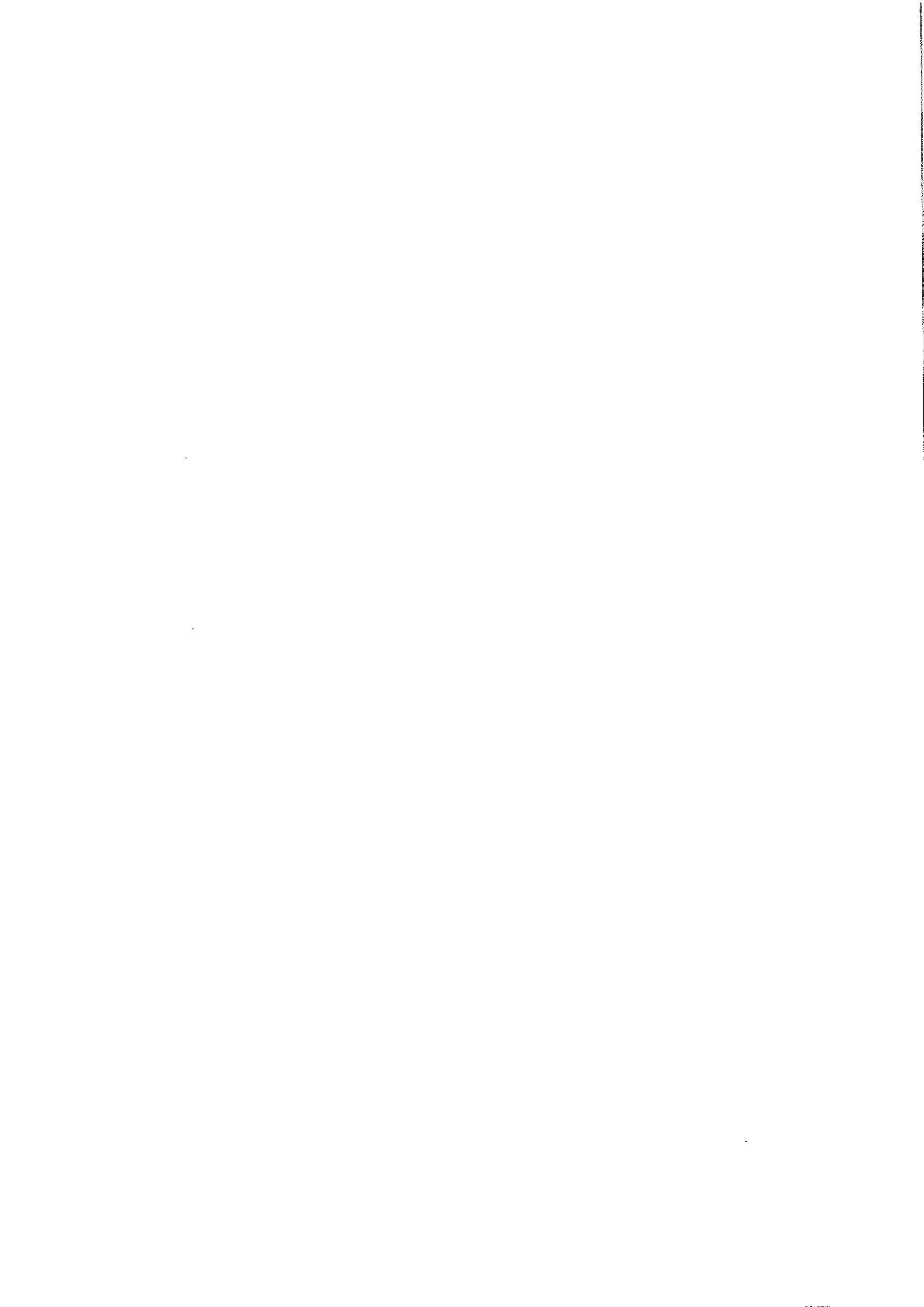
**81 % OF MONITORING WAS NON REPORTABLE
19 % OF MONITORING WAS OF OBSERVING REPORTABLE ACTIVITIES TO
THE PARISH/POLICE**

Activity has been fairly quiet around the town this month, with any incidents mainly located around the play/skate park and some ASB incidents from the pubs.

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

Yours sincerely

Lucy Frost
CCTV Operator



Hednesford Town Council
Lloyds TSB Bank Reconciliation 31/08/17

Bank Balance per Statement

LESS O/S cheques

Bank Balance per Statement	Lloyds Bank	£	7,731.14
	Unity Trust Bank	£	56,955.84

LESS O/S cheques	300091	Mrs D Morris	£	80.00
	300093	Mr A Pearson	£	331.76

£ 411.76

Cash Book bank balance at 31.08.17

£ 64,275.22

Cash Book Balance	£	64,275.22
1 Year Long Term Savings	£	50,000.00
6 month Savings	£	50,250.29
BIA Savings	£	525.06
Total Cash Balances	£	<u>165,050.57</u>

Reserves B/F	£	133,220.19
Receipts	£	90,664.06
	£	223,884.25
Less: Expenditure	£	58,833.68
TOTAL	£	<u>165,050.57</u>

Signed:

Dated:



Hednesford Town Council
Lloyds TSB Bank Reconciliation 30/09/17

Bank Balance per Statement

LESS O/S cheques

Bank Balance per Statement	Lloyds Bank	£ 7,725.49
	Unity Trust Bank	£ 48,057.04

LESS O/S cheques
22.09.17

Ascot Industrial Supplies	£	40.51
City Electrical Factors Ltd	£	77.76

£ 118.27

Cash Book bank balance at 30.09.17

£ 55,664.26

Cash Book Balance
1 Year Long Term Savings
6 month Savings
BIA Savings
Total Cash Balances

£ 55,664.26
£ 50,000.00
£ 50,250.29
£ 525.06
<u>£ 156,439.61</u>

Reserves B/F
Receipts

£ 133,220.19
<u>£ 94,017.26</u>
£ 227,237.45

Less: Expenditure
TOTAL

<u>£ 70,797.84</u>
<u>£ 156,439.61</u>

Signed:

Dated:



Hednesford Town Council
 Lloyds TSB Bank Reconciliation 31/07/17

Bank Balance per Statement

LESS O/S cheques

Bank Balance per Statement	Lloyds Bank	£ 6,364.95
	Unity Trust Bank	£ 63,217.22

LESS O/S cheques

24-07-17	300043	HM Revenue & Customs	£ 823.98
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-£ 823.98

Cash Book bank balance at 31.07.17

£ 68,758.19

Cash Book Balance

£ 68,758.19

1 Year Long Term Savings

£ 50,000.00

6 month Savings

£ 50,250.29

BIA Savings

£ 525.06

Total Cash Balances

£ 169,533.54

Reserves B/F

£ 133,220.19

Receipts

£ 85,948.16

£ 219,168.35

Less: Expenditure

£ 49,634.81

TOTAL

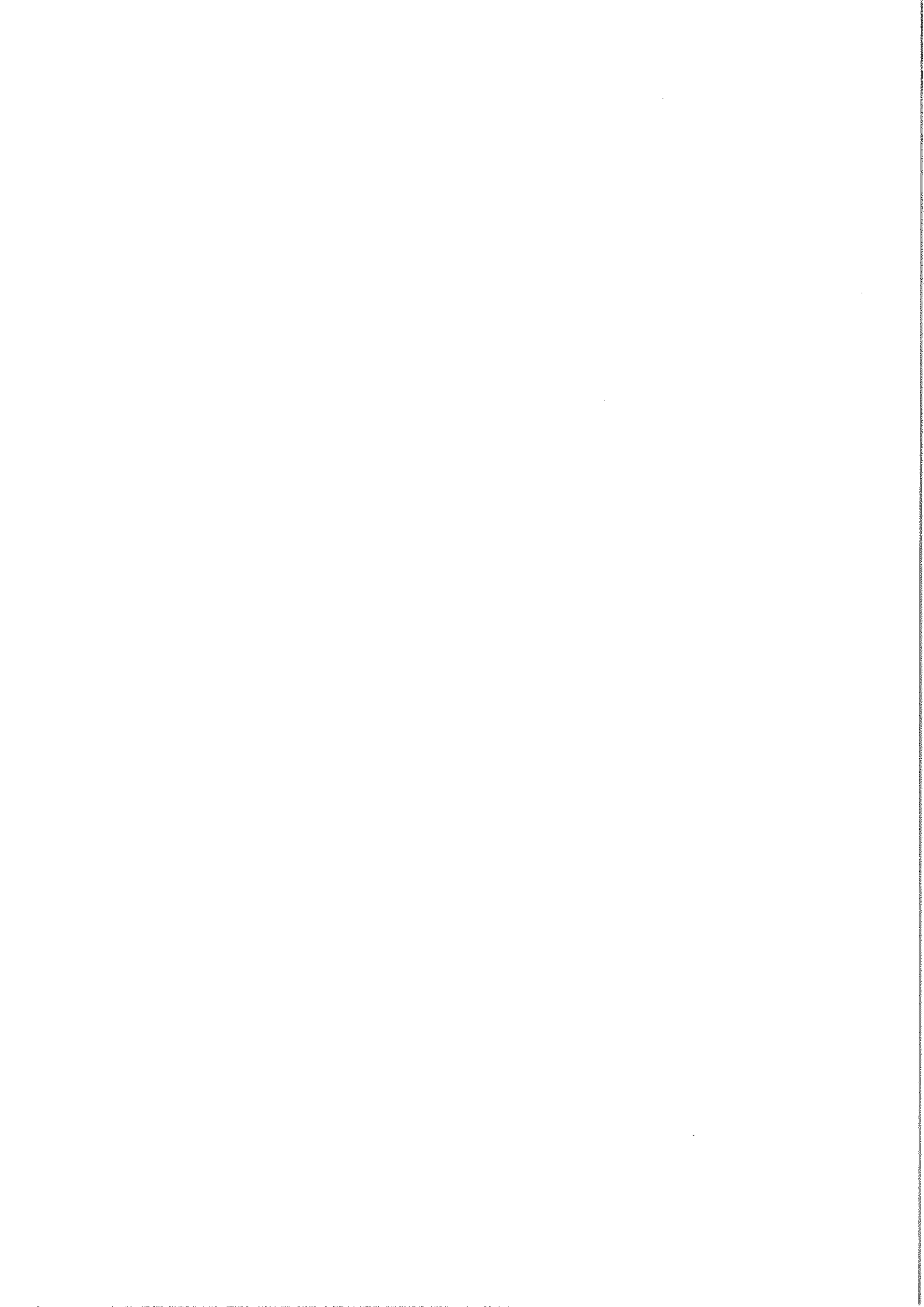
£ 169,533.54

Signed:

Dated:



Date	check	Source	Type	TOTAL	VAT on Receipts	Precept	VAT Recovered	Interest Received	PGCC Meeting Rooms	PGCC Function Room Lettings	PGCC Bar Takings	Misc	Grants	Loan	Savings Transfer	Community Investment Levy
		Year Total		£ 90,664.06	£	£ 68,750.00	£ 7,149.72	£ 0.06	£ 1,774.10	£ 11,073.40	£ 332.78	£	£	£	£	£ 1,584.00
01-09-17		Support Staffordshire		£ 39.60					£ 39.60	£ 199.20						Missing room 1 Hire
		BHMAA		£ 199.20						£ 56.00						Regular Hire - Karate
		Diddi Dance		£ 56.00						£ 130.00						Regular Hire - Toddlers Dance
06-09-17		Mr R Pritchard	BACS	£ 130.00						£ 38.40						Private Party
07-09-17		EDA Limited		£ 38.40						£ 120.00						Regular Hire - Zumba
07-09-17		Preschool Learning Alliance		£ 120.00						£ 64.00						Regular Hire - Toddlers
12-09-17		Eye Green Ladies Club		£ 677.70						£ 102.40						Regular Hire - Ladies Social
		Mr R Gregory								£ 230.40						Regular Hire - Pys Green Dance
		Mr & Mrs Keady								£ 216.00						Regular Hire - Stardust
		Mrs Ward								£ 38.50						Regular Hire - Shinning World
		Mrs A Scott								£ 26.40						Regular Hire - Music Lessons
12-09-17		NHS Blood Transplant	BACS	£ 122.00						£ 96.00						Blood Transfusion Service
21-09-17		Preschool Learning Alliance		£ 96.00						£ 300.80						Regular Hire - Toddlers
19-09-17		Stars		£ 945.90						£ 130.00						Private Party - Stars Academy
		Women Jones								£ 48.00						Children's Party - 24-03-18
		Mrs Weaver								£ 180.00						Regular Hire - Shinning World
		Shinning World								£ 160.00						Regular Hire - Chasin Tails
		Mr S Taylor								£ 26.40						Spanish Lessons
		Aileen Fowler								£ 23.00						Hire of Meeting Room 2
		Val Bradley								£ 48.00						Children's Party - 23-10-17
		Katie Fletcher								£ 100.00						Bar Commission
25-09-17		AJ's Bar Commission		£ 100.00						£ 48.00						Hire of Meeting Room for Elections
26-09-17		Cannock Chase Council		£ 440.00						£ 112.00						Children's Party - 9-12-17
		Mr E C Lloyd		£ 36						£ 64.00						Regular Hire - Sequence Dance
		Leigh Winter								£ 168.00						Regular Hire - Pillates
		D L Denny								£ 48.00						Regular Hire - Tuesday Dance
26-09-17		Miss Raven		£ 42.00						£ 42.00						Children's Party
27-09-17		Diddi Dance		£ 64.00						£ 64.00						Regular Hire - Toddlers Dance
29-09-17		EDA Limited		£ 282.40						£ 282.40						Regular Hire - Zumba
		BHMAA														Regular Hire - Karate
		Month Total		£ 3,533.20	£	£	£	£	£ 252.90	£ 3,069.60	£ 30.70	£	£	£	£	£
		Year Total		£ 94,017.26	£	£ 68,750.00	£ 7,149.72	£ 0.06	£ 2,027.00	£ 14,143.00	£ 303.48	£	£	£	£	£ 1,584.00



Date	check	Source	Type	TOTAL	VAT on Receipts	Precept	VAT Recovered	Interest Received	PGCC Meeting Rooms	PGCC Room Lettings	PGCC Bar Takings	Misc	Grants	Loan	Savings Transfer	Community Investment Levy
01-08-17	X	Mrs A Scott		£ 85,948.16	£	£ 68,750.00	£ 5,778.03	£ 0.06	£ 1,187.35	£ 8,531.60	£ 117.12	£	£	£	£	£ 1,584.00
		Mrs Denay		£ 722.95					£ 57.75	£ 168.00						
		Mrs Small							£ 67.20	£ 64.00						
		Mrs L. Winter							£ 64.00	£ 96.00						
		PreSchool Learning Alliance							£ 270.00	£ 38.40						
		Mrs Ward		£ 38.40					£ 38.40	£ 180.00						
02-08-17	X	EDA Limited		£ 439.00					£ 11.00	£ 144.00						
02-08-17	X	Mrs Taylor							£ 64.00	£ 40.00						
		Val Bradley							£ 64.00	£ 102.40						
		Slimming World							£ 230.40							
		Nashia Turner							£ 123.20							
		Wayne Thomas							£ 22.00							
08-08-17	X	Psy Cream Ladies Club		£ 520.00					£ 26.40	£ 301.00	£ 215.66					
		Mrs R Gregory							£	£						
		Mrs & Mrs Keny							£	£						
		Cruse Bereavement							£	£						
23-08-17	X	Val Bradley	GCB	£ 565.06					£	£						
		Allan Fowler							£	£						
		Mrs Taylor							£	£						
		Ars Commission							£	£						
29-08-17		Mrs Smith		£ 130.00					£	£						
31-08-17		For Court Three Brothers		£ 621.60					£	£						
		Cruse Bereavement							£	£						
		Mrs & Mrs Small							£	£						
		Leigh Winter							£	£						
		D L Donny							£	£						
31-08-17		Weight Watchers UK	BGC	£ 307.20					£	£						
11-07-17		HMRC Vat Ropyy		£ 1,371.69					£	£						
		Month Total		£ 4,715.90	£	£ 68,750.00	£ 7,149.72	£ 0.06	£ 1,774.10	£ 11,073.40	£ 332.78	£	£	£	£	£ 1,584.00
		Year Total		£ 90,664.06	£											



Date	check	Source	Type	TOTAL	VAT on Receipts	Precept	VAT Recovered	Interest Received	PGCC Meeting	PGCC Room Lettings	PGCC Function Room	Bar	Misc Takings	Grants	Loan	Savings Transfer	Community Investment Levy
		Year Total		£ 83,449.39	£ -	£ 68,750.00	£ 5,778.03	£ 0.04	£ 783.20	£ 6,437.00	£ 117.12	£ -	£ -	£ -	£ -	£ -	£ 1,584.00
06-07-17		EHMAA		£ 199.20					£ 199.20								Regular Hirer - Karate
06-07-17		Mr Small		£ 499.20					£ 89.60								Regular Hirer - Sequence Dance
		Mr D L Denny							£ 134.40								Regular Hirer - Tuesday Dance
		Pye Green Ladies Club							£ 64.00								Regular Hirer - Ladies Social
		Cruse Bereavement							£ 108.80								Hire of meeting room 1, training
		Mr Gregory							£ 102.40								Regular Hirer - Pye Green Dance
06-07-17		Mr & Mrs Keay		£ 580.95					£ 307.20								Regular Hirer - Stardust
		Mrs R A Ward							£ 216.00								Regular Hirer - Slimming World
		Mrs A Scott							£ 57.75								Regular Hirer - Music Lessons
06-07-17		Mr Taylor		£ 466.00					£ 170.00								Regular Hirer - Chasin Tails
		Mrs Houseman							£ 130.00								Private Party - 02-09-17
		Val Bradley							£ 22.00								Meeting 30-06 & 07-07
		Saturday Slimming world							£ 144.00								Regular Hirer - Slimming World
06-07-17		Cannock Chase Council		£ 100.00					£ 100.00								Polling Station
06-07-17		Cannock Chase USA		£ 14.00					£ 14.00								Extra 1 hour hall hire
06-07-17		Mrs Smialowska		£ 144.00					£ 144.00								Children's Party plus deposit 16-12-17
06-06-17		Lloyds Bank		£ 0.02				£ 0.02									Interest
06-07-17		EHMAA		£ 249.00					£ 249.00								Regular Hirer - Karate
06-07-17		Midlands Psychology		£ 246.40					£ 246.40								Meeting Room 2 Hire
		Month Total		£ 2,498.77	£ -	£ -	£ -	£ 0.02	£ 404.15	£ 2,094.60	£ -	£ -	£ -	£ -	£ -	£ -	£ -
		Year Total		£ 85,948.16	£ -	£ 68,750.00	£ 5,778.03	£ 0.06	£ 1,187.35	£ 8,531.60	£ 117.12	£ -	£ -	£ -	£ -	£ -	£ 1,584.00

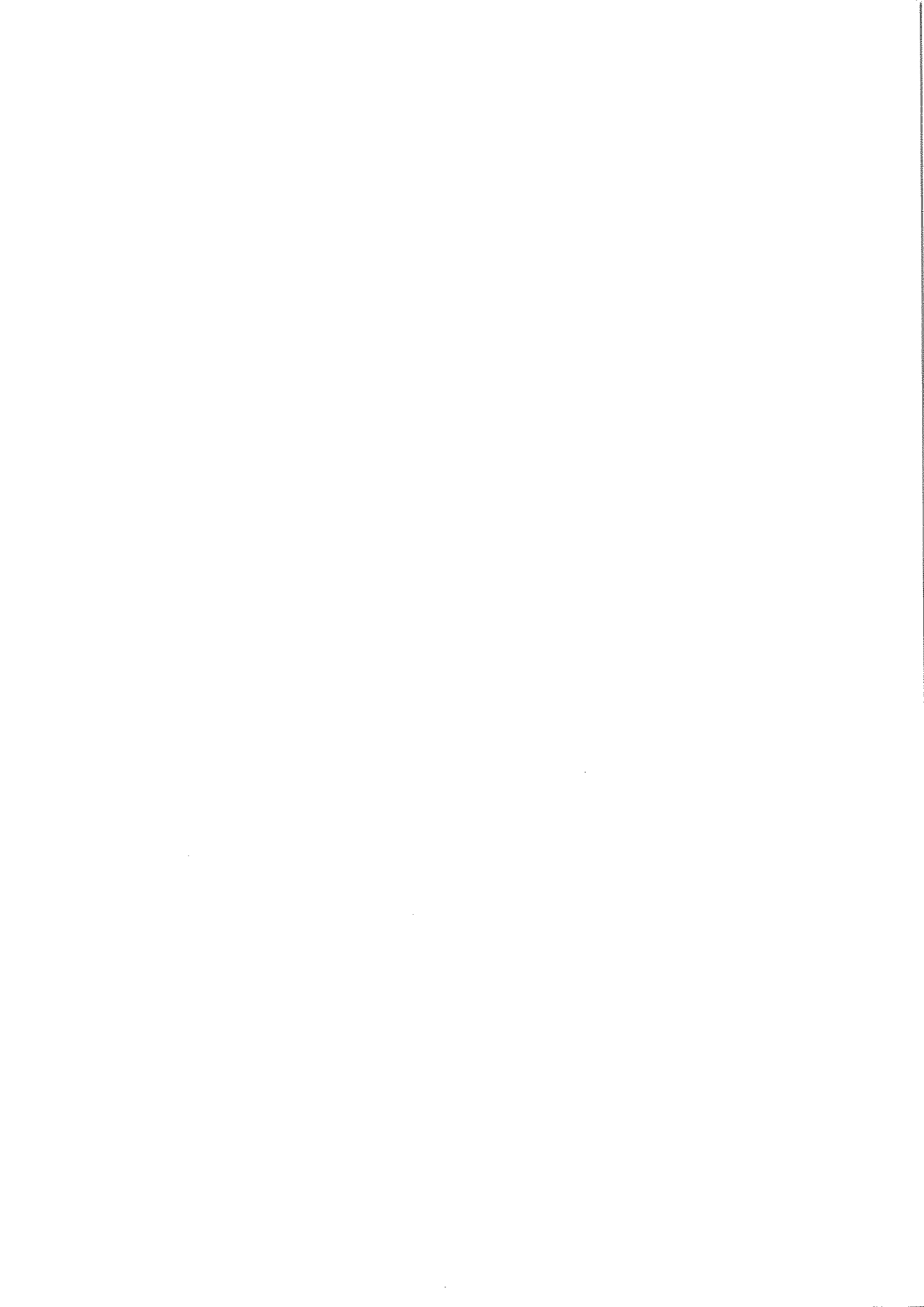


Hednesford Town Council - Cash Book 2017/18

30-09-17

Cheques sent out

Date	Payee	£	Details
04-09-17	Cannock Chase Council	£ 563.00	Rates
18-09-17	BT	£ 156.66	Phone Bill
18-09-17	Biffa Waste	£ 113.28	Refuse Collection
19-09-17	Npower	£ 536.02	Electric
19-09-17	Mr M Jones	£ 80.00	Room Hire Deposit Refund
22-09-17	Ascot Industrial Supplies	£ 40.51	Cleaning materials
	City Electrical Factors Ltd	£ 77.76	Bulbs
	Dawn Richards	£ 544.10	Salary
	Laurie Bowman	£ 953.98	Salary
	Peter Harrison	£ 1,530.14	Salary
	Michael Bradbury	£ 652.31	Salary
	Staffordshire County Council	£ 1,107.57	Pension
	Inland Revenue	£ 3,284.98	Inland Revenue
	John Heminsley	£ 500.00	Neighbourhood Plan
	Viking	£ 67.94	Stationary
	The PR Woman Ltd	£ 333.00	PR Support
	Centro WebNet	£ 129.56	3 Month internet
	Kiwa Limited	£ 1,068.00	Christmas Lights Structural Report
	The Midland News Association	£ 118.80	Advert for Weekend Supervisor
	Institute of Lighting Professionals	£ 70.00	Christmas Lights information book
	Lloyds Bank	£ 5.65	Bank Charges
30-09-17	Unity Trust Bank	£ 30.90	Bank Charges
	Month Total	<u>£ 11,964.16</u>	
	Cash Book Balance	£ 55,664.26	
	1 Year Long Term Savings	£ 50,000.00	
	6 month Savings	£ 50,250.29	
	BIA Savings	£ 525.06	
	Total Cash Balances	<u>£ 156,439.61</u>	
	Reserves B/F	£ 133,220.19	
	Receipts	£ 94,017.26	
		£ 227,237.45	
	Less: Expenditure	£ 70,797.84	
	TOTAL	<u>£ 156,439.61</u>	



Hednesford Town Council - Cash Book 2017/18

31-08-17

Cheques sent out

Date	Payee	£	Details
02-08-17	Npower	£ 1,200.42	Electric
04-08-17	Cannock Chase Council	£ 563.00	Rates
	Ascot Industrial Supplies	£ 71.11	Cleaning materials
	Grant Thornton UK LLP	£ 720.00	Audit Fee
	First Point Fire & Safety Ltd	£ 174.00	Service of Emergency lights/fire alarm test
21-08-17	Biffa Waste Service	£ 90.62	Refuse Collection
22-08-17	Brian Jones	£ 201.58	Salary
	Dawn Richards	£ 551.87	Salary
	Laurie Bowman	£ 953.98	Salary
	Peter Harrison	£ 1,526.66	Salary
	Michael Bradbury	£ 640.04	Salary
	Staffordshire Pension Fund	£ 1,109.85	Pension
	Ricoh UK Ltd	£ 200.64	Photocopier
	First Point Fire & Safety Ltd	£ 72.00	Monthly Emergency lights/fire alarm test
	Richard Newton FCA	£ 185.00	Internal auditor
	The PR Woman Ltd	£ 333.33	PR Support
	Goundwork West Midlands	£ 600.00	Hednesford Restoration Project
14-08-17	Hednesford Restoration	-£ 500.00	Hednesford Restoration Project
22-08-17	Mrs Docksey	£ 80.00	Room Hire Deposit Refund
	Mrs D Morris	£ 80.00	Room Hire Deposit Refund
22-08-17	Ascot Industrial Supplies	£ 7.51	Antibacterial wipes
	Mr A Pearson	£ 331.76	20th Century Chain of Office
28-08-17	Lloyds Bank	£ 5.50	Bank Charges
	Month Total	<u>£ 9,198.87</u>	

Cash Book Balance	£ 64,275.22
1 Year Long Term Savings	£ 50,000.00
6 month Savings	£ 50,250.29
BIA Savings	£ 525.06
Total Cash Balances	<u>£ 165,050.57</u>

Reserves B/F	£ 133,220.19
Receipts	£ 90,664.06
	<u>£ 223,884.25</u>
Less: Expenditure	£ 58,833.68
TOTAL	<u>£ 165,050.57</u>



Hednesford Town Council - Cash Book 2017/18

31-07-17

Cheques sent out

Date	Payee	£	Details
03-07-17	300082 Citizens Advice Staffordshire	£ 5,000.00	CAB Funding
	300083 Risk Assessment Solutions	£ 54.00	Fire Alarm all out
04-07-17	D/D Cannok Chase Council	£ 563.00	Rates
13-07-17	PB Purchase Power	£ 105.50	Postage
19-07-17	Water Plus	£ 196.29	Water Bill
21-07-17	Brian Jones	£ 247.50	Salary
	Dawn Richards	£ 513.05	Salary
	Peter Harrison	£ 1,521.63	Salary
	Michael Bradbury	£ 590.38	Salary
	Staffordshire Pension Fund	£ 1,098.47	Pension
	PWLB	£ 8,715.88	Public Works Loan Board
	The Marketing Room	£ 400.00	PR Support
	Risk Assessment Solutions	£ 30.00	Monthly Emergency lights/fire alarm test
24-07-17	Biffa Waste	£ 90.62	Refuse Collection
24-07-17	Pitney Bowes Finance	£ 75.49	Postage
25-07-17	Laurie Bowman	£ 953.98	Salary
28-07-17	Lloyds Bank	£ 5.65	Bank Charges
24-07-17	HM Revenue & Customs	£ 823.98	National Insurance Contributions
Month Total		£ 20,985.42	

