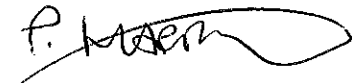


23 July 2019

Dear Councillor

A Meeting of the Town Council will be held at 7:30 pm on Tuesday 30 July 2019 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

Additionally, County and District Councillors and local PCSO (if present)

AGENDA

1. Apologies
2. Declarations of Interest
3. Minutes – to approve the minutes of the Meeting held on 25 June 2019 (enclosed **pages 7 to 22 of 2019-20**)
4. Items for Information and Updates on matters not included in the reports of Principal Speakers or the Town Council Manager/Clerk
5. Chairman's Announcements

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

6. Pye Green Community Centre Management Committee
To consider a report of the Committee held on 2 July 2019 (enclosed **agenda pages 1 to 2**)

6. Reports from Principal Speakers
To consider reports from Principal Speakers

Communications and Engagement

Media and Social media policies - update

Gazebo

Town Council logo workwear for Councillors

Finance and Council Procedures

Finance/Procedures - update

Grant Bids review - update

Homelessness and Vulnerable Adults

Fact finding with Cannock Chase District Council - update

Highways

Vehicles parking on footway in Station Road impeding access to mobility scooters from residents in School Court

Sign saying "Cyclists Dismount" on bridge on Station Road was removed along with the old bridge and not replaced

Bestmore Industrial Estate – Cooper's Recycling yard clean up

Pedestrian Crossing Victoria Street – Needs repainting

*Installation of puffin crossing, Pye Green Road (location plan **enclosed agenda page 3**)*

Parking on the pavement in front of the library on Market Street

Wellbeing, Isolation and Loneliness

Responses to consultations on health services

Environment

To report on the outcome of the public meeting held on 23 July 2019 to discuss proposals to fence parts of Cannock Chase

Climate Emergency – to consider the appointment of a group to consider and recommend how the action plan agreed by the Council should be implemented

Rewilding survey

Youth and Community Cohesion

Attendance at St Peter's Parents' evenings

Proposed Hednesford/Cannock Chase Pride Event

Youth Council Engagement Plan

Community Projects and Events

Hednesford Festival

Silver Sunday

Armed Forces Day 2020

#VE75

Other matters for information from Principal Speakers

7. Report of the Town Council Manager/Clerk

To consider the following:

a) Principal Speaker Roles

To approve Cllr M. Deakin being appointed as the Principal Speaker for Emergency Services

b) 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 pages 4**) *With commentary by the Principal Speaker for Planning*

c) Commonwealth Games Update

d) Heritage Lottery Bid by Hednesford in Partnership and possible implications for the Town Council

e) Meeting with CAB

To note that a meeting with CAB has been arranged to take place at 11:00 am on 7 August 2019

f) Speed Indication Devices

To report that The Staffordshire Safer Roads Partnership (SSRP) has approved funding of up to £5000 for 2 Speed Indication Devices (SID). One located in Lime Pit Lane and the other in Pye Green Road. However, County Cllr Bryan Jones has advised that it appears developers are planning two mini roundabouts at the junction with Pye Green Rd and Broadhurst Green. This may negate the need for a SID at that location.

The recommended supplier of SID's (used elsewhere in the County) is a company called Solagen who have provided a quotation in the sum of £5940 (ex VAT) for the supply and installation of 2 devices. In addition, it would be necessary to have poles installed on which to mount the SID's. The County Council has advised that the cost for this would be in the region of £1200 for two poles or the cost may be more depending on the need for traffic control during the time the work was to be carried out

The Council is therefore asked to consider the following options:

- i) Installing only one SID in Lime Pit Lane or
- ii) Installing two SID's one at Lime Pit Lane and another at a location to be determined following the results of a required traffic survey

Either option would require the consent of the SSRP to vary the terms of the grant approval it has given.

If option i) is adopted and the SSRP agree it is likely that the total cost of supply and installation can be funded from the grant awarded (subject to this not being greatly reduced).

If option ii) is selected it will be necessary to identify a suitable location for the second SID, arrange for a traffic survey to determine speeds of vehicles, for the SSRP to approve the location and confirm that grant aid will be forthcoming and then the Town Council would have to decide how the shortfall in costs can be funded

g) Adoption of Bus Shelters

h) CCTV Monitoring

To consider the monitoring report for May 2019 (enclosed **agenda pages 5 to 6**). To note that representations have been made to the Managing Director of Cannock Chase Council regarding the delay in responding to the Town Council's request for a meeting concerning CCTV

i) Accounts

To confirm payments made and note income received up to 30 June 2019 (enclosed **agenda pages to 7 to 10**) and to consider investing £50,000 with Nationwide Business 3 year save (enclosed **agenda page 11**)

8. Minutes and matters from community groups

a) Heart of Hednesford

To receive the minutes of the meeting held on 12 June 2019 (enclosed **agenda pages 12 to 15**)

b) World War I Project Group

To receive the minutes of the meeting held on 25 April 2019 and to confirm the Town Council's representation at future meetings (enclosed **agenda pages 16 to 18**) and to confirm the Town Council's representatives on the Group

c) Hednesford in Partnership

To receive the draft minutes of the meeting held on 27 June 2019 (enclosed
agenda pages to 19 to 21)

9. Items for next agenda

10. To resolve that the public be excluded from the meeting due to the confidential nature of the business to be transacted (if necessary)

Blank Page

HEDNESFORD TOWN COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT 7:30 PM ON TUESDAY 25 JUNE 2019 AT PYE GREEN COMMUNITY CENTRE

PRESENT: Cllrs P Woodhead (Chairman and Communications and Engagement Speaker), R Kingston (Vice-Chairman and Community Projects and Events Speaker), D Cartwright (Homelessness and Vulnerable Adults Speaker), M Deakin, K Downs (Youth and Community Cohesion Speaker), M Dunnett (Environment Speaker), A Fittes (Planning and Economic Development Speaker), G Jones (Finance and Council Procedures Speaker), S Jagger (Wellbeing, Isolation and Loneliness Speaker) and A Roden (Highways Speaker)

IN ATTENDANCE: P Harrison (Town Council Manager/Clerk), L Aitchison (Media Adviser), County Cllrs B Jones and P Hewitt, District Cllrs S Cartwright and A Pearson, PCSO R Evans and 10 members of the public (including representatives of Town Organisations)

Before the Council Meeting Mr G Watson from the Planning Department of Cannock Chase Council had given details on the consultation that was being carried out on the District Local Plan and the proposals contained therein and answered questions focussing on future housing and infrastructure requirements. Members of the public were encouraged to respond by using the online questionnaire

PUBLIC PARTICIPATION

Prior to the formal commencement of the meeting Shaun Middleton (Hednesford Lions) asked about the annual cycle of grant funding previously issued by the Town Council and if this was to continue. Councillors replied that there was every intention that the Town Council would continue to support local organisations by awarding financial assistance. However, the Council would be reviewing the application process

County Cllr B Jones referred to "People Helping People" which was a new form of grant aid. There were strict criteria with only new projects being considered and a deadline for applications of 31 December. Projects would have to demonstrate how they would benefit children and families and/or the health and wellbeing of the community. The maximum available was £2,500. Together with Cllr P Hewitt he went on to explain how road repairs were prioritised and indicated that in future the only way to register a complaint was going to be online. The public were encouraged to use this service to report highway issues using the "MyStaffs" application. It was noted that the Highways reporting system would be moving completely online from the end of August 2019 except for emergencies. Work on improvements to "Beehive Corner" had been included in the highway programme but, at this stage, there was no definite date as to when this would commence

PCSO Evans reported that some of the problems of anti-social behaviour (asb) at Tesco had reduced due to the overnight barriers preventing motor vehicles accessing the undercroft. However, it appeared that serious incidents of asb were now being experienced at the Aquarius Ballroom. It was suggested that "mosquito" alarms could be used as a deterrent in problem areas although some concern was raised about any harm to hearing that could be

caused and this would need to be considered before any deployment of such devices. All present agreed that the underlying issue related to having adequate alternative provision for youth engagement. Reference was made to various areas in Hednesford where it was known that drug dealing and drug abuse was taking place. PCSO Evans requested that the public should continue to report such incidents as this allowed the police to assemble intelligence which had recently resulted in a successful arrest.

1. MINUTES

The minutes of the meeting held on 22 May 2019 were approved as a correct record

The Council received a verbal from the Town Council Manager/Clerk on outstanding actions and noted that 2 meetings had been offered by the Council but a response was still awaited from Staffordshire AONB for a public meeting concerning fencing on Cannock Chase. No decision had been received in respect of the Councils bid for funding Speed Indicator Devices

2. CHAIRMAN'S ANNOUNCEMENTS

The Chairman had attended the Support Staffordshire Awards evening and he congratulated Hednesford Lions, Phil Foster of the 1st Hednesford Scouts on receipt of the Life Time Achievement Award and others from Hednesford for the recognition they had received

The Chairman had also represented the Council at the Armed Forces Day flag raising ceremony at Cannock Chase Council on 24 June and along with others representing community organisations he had attended Kingsmead School Community Day held earlier today

He would be attending the St Peter's School Summer Fair on Friday 28th June and hoped that many others would support this event

3. REPORTS FROM PRINCIPAL SPEAKERS

Consideration was given to reports from Principal Speakers

RESOLVED:

a. Communications and Engagement

- i That the proposed Communication and Engagement Plan as set out in the report attached to the agenda be approved and the content of the proposed Town Magazine include sections to encourage creative arts such as short story writing
- li That payment of a subscription of £25.00 to Support Staffordshire be approved

(Cllr G Jones declared an interest in this matter as an employee of Support Staffordshire and withdrew from the meeting during consideration of this payment)

b. Finance and Procedures

That the following be approved

i. Chairman's Allowance

That the Chairman be required to provide clear and complete evidence of spending, complete a claims form for payment of expenses in arrears and all payments made to be reported to the Council with payments being approved by the Vice-Chairman and one other member authorised to approve payments

ii. Bank Mandate

That signatories be limited to 5 members in the following order of precedence:

Cllr G Jones (main signatory)

Cllr R Kingston (main signatory)

Cllrs K Downs, A Fittes and P Woodhead

That where the main signatories are absent or where they have a conflict of interest and are unable to act they be informed of any payments made

iii. Community Grants

That the grants process be reviewed by a task and finish group lead by the Finance and Council Procedures Speaker and Cllrs M Deakin and K Downes with the aim of reporting back to the Council by September 2019

(Note: see also minute 4. c) below regarding CAB)

iv. Finance Systems

That it be noted that the Finance and Procedures Speaker would be undertaking a review of finance systems in liaison with Officers

v. HR Policies

That it be noted that the Finance and Procedures Speaker would be undertaking a review of HR Policies and would report back to the Council in due course

vi. Business Continuity

That the Town Council Manager/Clerk in consultation with the Chairman of the Council draft a continuity policy and action plan for consideration by the Council

vii. Budget Deficit

That the current position and possible options to deal with this matter be noted and the situation continue to be monitored and addressed as part of the ongoing budget process

c) Highways

i. Loading Bays Market Street

That further enquiries be made into the extent of the Parking Orders currently enforceable in Market Street

ii. Flooding Station Road

That it be noted that the County Cllrs had been made aware of this ongoing problem

d) Wellbeing, Isolation and Loneliness

- i Healthwatch AGM – 9 July
That it be noted that the Principal Speaker would be attending this meeting and would also be pursuing the possibility of becoming a Healthwatch volunteer
- ii Consultation – Future Clinical Commissioning Groups
That it be noted that the Principal Speaker in consultation with other members would formulate a response on behalf of the Council
- iii Consultation – Together We are Better
That it be noted that the Principal Speaker in consultation with other members would formulate a response on behalf of the Council

e) Environment

- i) Climate Emergency and Action Plan
That the Council approve the Climate Emergency Declaration as set out at Annex 1 to these minutes and the wide scale engagement by younger people in this area of concern be noted and the Council use the opportunity to engage with young people to form the plans to address the Climate Emergency and the Principal Speakers for the Environment, Communications & Engagement and Youth and Community Cohesion work together to take this forward
- ii Free Food Project
That the Principal Speaker make further enquiries into this matter and report back on this in due course
- iii Staffordshire Warmer Homes
That it be noted that this new programme could provide funding for installation of heating in homes where individuals met certain criteria

f) Youth and Community Cohesion

- i Staffordshire University Academy
That it be noted that the Principal Speaker had written to the Head Teacher to congratulate the Academy on recent improvements and was also exploring the possibility of increasing the Council's involvement with the Academy and that she was also in communication with Hednesford Valley High and St. Peter's Primary Academy with regard to the possibility the Council being represented at its parents evening

g) Community Projects and Events

- i VE Day 75
The it be noted that this national commemoration was taking place in 2020 and that the Principal Speaker would be looking at how Hednesford and Town Organisations could be involved

- ii Silver Sunday
That the Council participate in this event on 6 October and the Principal Speaker consider what form this should take in liaison with other Town organisations
- iii Raceway Inconsiderate Parking
That arrangements be made for a public meeting to discuss this matter with a view to alleviating parking problems on race days including consideration of "Park and Ride" options, alternative parking locations, walking routes to the Raceway and increased highway marshalling
- iv Christmas Lights or Other Town Decorations
That no action be taken regarding provision of additional lighting features at the present time but this matter be given consideration again when the budget for 2020-21 is dealt with
- v Freedom March
That it be noted that the Hednesford Branch of the Staffordshire Regimental Association was to exercise its right to march through Hednesford on 21 September 2019 and the Council agree to meet the cost of the necessary Road Closure Order estimated at £300 unless the Regimental Association can take advantage of the exemption from charges as a charitable organisation

h) **Homelessness and Vulnerable Adults**

- i Homelessness
That it be noted that the Principal Speaker had met with the Housing Options Team at Cannock Chase Council and had been advised that the Homelessness policies were being updated to reflect Government Guidance and concern be expressed that this was now 14 months overdue
- ii Soup Kitchen
That it be noted that a soup kitchen was to open at the Salvation Army Hall in Anglesey Street and the Principal Speaker update members at a future meeting

4. REPORT OF THE TOWN COUNCIL MANAGER/CLERK

Consideration was given to this report

RESOLVED:

- a) Planning
That the action taken by the Town Council Manager/Clerk in submitting observations on planning applications as detailed in Annex 2 to these minutes be confirmed and it be noted that the Principal Speaker on Planning was to attend the District Council Planning Control Committee on 26 June to make representations in respect of application CH/18/366
- b) Charitable Collections Policy

That Cannock Chase Council be advised that the Town Council has no objection to the proposed policy subject to:

- i) More than one street collection being allowed for events
- ii) Consideration being given to limiting the time frame for advance bookings of dates for collections e.g. 4 months
- c) CAB Outreach
That the Annual Report for 2018-19 be received and CAB be invited to a meeting with the Council to give further details regarding the Outreach
(Cllr G Jones declared an interest in this matter)
- d) CCTV Monitoring
That the monitoring report up to 31 May 2019 be received and it be noted that endeavours were still being made to arrange a meeting with CCDC concerning CCTV
- e) Accounts
That payments made be confirmed and income received be noted up to 31 May 2019 subject to the Long Term Savings Account of £50,9944.52 being amended to state this was for 2 years

5. MINUTES AND MATTERS FROM COMMUNITY GROUPS

RESOLVED:

That the minutes of meetings of the Heart of Hednesford held on 15 May 2019 be noted and Cllr S Jagger be congratulated on being elected as Chairman of this organisation

(Cllr S Jagger declared an interest in this matter)

6. ITEMS FOR INFORMATION AND NEXT AGENDA

Cllr M Deakin requested that the Council give consideration to the inadequate bus stop provision on the west side of Pye Green Road from Lime Pit Lane to Broadhurst Green. This item would be included on the agenda for the next meeting

The meeting ended at 9:50 pm

Signed:

Dated:

Hednesford Town Council - Climate Emergency Declaration

Council notes:

- that the impacts of climate breakdown are already causing serious damage around the world.
- that the 'Special Report on Global Warming of 1.5°C', published by the Intergovernmental Panel on Climate Change in October 2018, (a) describes the enormous harm that a 2°C average rise in global temperatures is likely to cause compared with a 1.5°C rise, and (b) confirms that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society and the private sector.
- that all governments (national, regional and local) have a duty to act, and local governments that recognise this should not wait for their national governments to change their policies;
- that strong policies to cut emissions also have associated health, wellbeing and economic benefits;
- and that, recognising this, a growing number of UK local authorities have already acknowledged and declared a Climate Emergency.

To facilitate the reduction of carbon emissions, this council resolves to:

- Declare a 'Climate Emergency' that requires urgent action.
- Commit to becoming a carbon-neutral organisation by 2030, to include scope 1, 2 and 3 emissions². Create a carbon audit and roadmap for achieving this aim by the end of 2019.
- Create a grant pot to encourage and enable carbon-reduction schemes within Hednesford. The primary criterion for applications to the fund should be CO₂ savings per pound spent. This pot will be £10k for the 2020-21 financial year.
- Include environmental implications of recommendations in officer reports alongside legal, financial and equality implications. These will include the impact of recommendations on CO₂ emissions as well as any other relevant environmental factors.
- Seek ways to facilitate and encourage our community in reducing direct and indirect CO₂ emissions and to become resilient to changes caused by the changing climate. We will take active steps where possible to encourage:
 - More sustainable transport
 - Reductions in energy use in homes, businesses and elsewhere
 - Co-operation with organisations seeking to develop low carbon and community-led affordable housing in Hednesford
 - Use and development of renewable energy sources
 - Production, sale and consumption of locally sourced food
 - Reduction in consumption of animal products
 - Any other methods of achieving the aims above

Our place in reducing CO2 emissions

Hednesford Town Council acknowledges the urgent need for global society to reduce carbon emissions. We recognise the part which we have to play and commit to taking an active role in achieving this, by:

- Pro-actively reducing our CO2 emissions as an organisation
- Seeking to encourage and enable our community to decrease their emissions and improve their resilience to climate change
- Seeking to influence the policies of other organisations to encourage them to reduce their emissions.
- The council acknowledges that 'business as usual' is not an option in the face of the climate emergency, and that society in its current form is unsustainable. Therefore, to meet our obligations below, we may need to strategically reassess and adjust the scope of our current activities.

References and notes

1. www.ipcc.ch/report/sr15/

2. "Scope 1 and 2 cover direct emissions sources (e.g., fuel used in company vehicles and purchased electricity), scope 3 emissions cover all indirect emissions due to the activities of an organization." www.carbontrust.com/resources/faqs/services/scope-3-indirect-carbon-emissions/

Hednesford Town Councils: Changes required to become a Carbon Neutral 2030

A briefing for action to take to address the climate change emergency.

To become a Carbon Neutral Council by 2030 is a very ambitious target and will require partnership with a wide range of partners and all the citizens of the area. For the vast majority of councils this target is technically feasible but there are likely to be considerable political and regulatory constraints. There is also potential public resistance because this is no longer business as usual it is an emergency which will require radical action. However, taking purposeful action creates great opportunities and the potential to realise significant economic, social and environmental benefits as well as minimising future litigation risk.

Hednesford Town Council will set up a small working group made up of councillors and members of the community to begin working on the implementation of a plan to address key actions for the council and the community at large. A key role for the town council is to provide leadership and effective communication to the residents and businesses within our area.

Many Town and Parish councils are declaring a climate change emergency and it will be important for us to link up to share expertise, knowledge and experience.

The changes required over the next 11 years to become carbon neutral are already well understood. They are, by and large, the changes required nationally and internationally to move to a low carbon economy, as documented in official Government national strategies and plans.

These fall into several broad categories as set out below. Potential actions to be taken by town and parish councils are then listed. In order to become carbon neutral by 2030 action will need to be taken on all or most of the 9 nine points below: it is not matter of either/or; action is required on every front by the majority of the population within the town. Priorities should be to cut energy use and to maximise renewable energy generation.

A complete shift to very low or zero carbon electricity generation, mostly renewable and much of it decentralised;

- Currently 30% of electricity in the UK is from renewable sources and the Government target is for at least 50% by 2030. Therefore, each town and parish council should be aiming to generate 50% of its electricity from renewable sources within the Town by 2030.
- Electricity use is reported at District council level by the UK Government on an annual basis (*Beis 2017*) <https://www.gov.uk/government/statistical-data-sets/regional-and-local-authority-electricity-consumption-statistics>. An estimate for the electricity use in your parish/town by households can be made by multiplying the number of houses within the parish/town by the mean electricity use per domestic meter for the District. For urban areas the electricity use will be lower than the average and in rural areas it will be higher. Business and industrial electricity use is my complicated to calculate at a town level and is obviously dependent on the number and type of businesses in the area.
- To estimate the current renewable energy generation within the town, we could map and record the number and size of renewable energy generation sites. These will be largely in the form of PV on domestic and business roofs.

- To increase the percentage of renewable energy generation:
- the Council can use its own buildings and land. This could be in the form PV on the roofs on council owned properties or, if suitable, wind turbines.
- New renewable generation may be funded out of council funds, loans via Salix <https://www.salixfinance.co.uk/loans/parish-councils> or through crowd funding and /or a community share offer.
- Work with community energy groups to develop new renewable energy generation within the town boundary.
- Switch to 100% Green electricity being supplied from a company that is investing in new renewable energy generation
- Propose areas for renewable energy generation in the Neighbourhood Plan or next revision of the Neighbourhood Plan
- Introduce policies in the Neighbourhood plan for all new buildings within the town to be Carbon Neutral
- Introduce policies in the Neighbourhood plan to support installation of PV on housing with the town
- Actively support small and large planning applications for new renewable energy in the Town boundary

Smarter and more flexible management of electricity demand, including storage, to enable higher penetration of variable renewable generation and to optimise electricity system operation;

- If the council has or is planning to install PV on its own buildings, it should consider adding battery storage to allow the use of energy generated during the day and night. Salix funding may be available <https://www.salixfinance.co.uk/loans/parish-councils>
- Introduce policies in Neighbourhood plan to support installation of Battery storage within the town.
- Where Town councils include areas that have the potential for large amount of renewable energy generation linked to new development option for energy independence/energy islands separate from the national grid should be considered

Huge reductions in energy demand by improving significantly the energy performance of all buildings (across all sectors and all tenures) and the equipment and processes within them;

- We should monitor their energy use within the buildings directly under our control This will then allow the setting of energy reduction targets.
- Action to improve energy performance of building could include reducing drafts, insulation of walls and roofs and then windows and floors, installation of more efficient heating systems and replacing of lighting with the currently most efficient diode lighting. Salix funding may be available <https://www.salixfinance.co.uk/loans/parish-councils>

- Parish & Town councils and their Councillors can actively promote improving the energy performance of all housing within the area. Larger older houses in rural areas tend to have much poorer energy performance than smaller more modern housing and therefore result in much greater CO₂e emissions. However, owners of larger older houses tend to have more disposable income and can afford to improve the energy performance of their homes, drastically reducing CO₂ emissions and making significant savings on their energy costs.
- We should investigate encouraging groups of households, particularly those houses of similar construction to approach retrofit companies to offer bulk discounts for works on several houses within the town. The council may be in position to act as honest broker in negotiating such discounts. **Link to Energy** is a free-to-use online directory helping you to find sustainable energy installers and tradespeople in the West Midlands and surrounding areas <https://www.linktoenergy.org.uk/> This is run by the charity Severn Wye Energy <http://www.severnweyenergy.org.uk/>
- There are still a small number of government grants available to those households meeting certain criteria to improve their energy performance. Check with Warm and Well for latest details <http://www.warmandwell.co.uk/> 0800 500 3076. This is run by the charity Severn Wye Energy <http://www.severnweyenergy.org.uk/>

Decarbonisation of heat (i.e. stop relying on fossil fuel gas and oil) for buildings, hot water and industrial processes;

- to remove fossil fuel from the gas network and replace with biomethane and or hydrogen will require action at a national level. However, the town councils could switch from the use of oil or gas to heat their buildings to electricity by using air or ground source heat pumps, potentially powered by PV and energy stored in batteries. Salix funding may be available <https://www.salixfinance.co.uk/loans/parish-councils>
- Parish and Town councils in rural areas can support farmers and landowners to diversify and build anaerobic digesters to use farm waste and/or silage to create biomethane to inject directly into the gas grid network, replacing fossil fuels.

Dramatic steps to cut the CO₂e emissions of transport by switching to walking, cycling, efficient mass transport (not powered by fossil fuels), cutting out flying and a huge rise in the use of electric vehicles;

- Replace any council owned vehicle with suitable Electric models when existing petrol, and diesel vehicles come to the end of usable life.
- Development of safe walking and cycle routes in partnership with district and county councils.
- Promote cycling and walking as the preferred form of transport around the town
- When replacing council vehicle with EV consider making EV charging points available to public when not required by council vehicles.
- Offer cycle to work loans (including Electric cycle as well) for all Town staff
- Install sufficient safe secure cycle parking
- Work with local companies and business to promote walking and cycling to work

- Promote car free streets, car free days, cycle to work summers

Ensuring new build developments achieve their full low carbon potential and contribute effectively to a smarter energy system;

- in responding to planning applications request all new building to be low carbon development
- Any new building developed by council or on council land to be carbon neutral

A dramatic reduction in greenhouse gas emissions from agricultural food production and land use

- Actively promote low carbon/methane/nox emission food consumption (vegetarian, vegan, extensive pasture grazed animals)
- Minimise cutting of council owned grassed area to minimise carbon emissions and maximise potential for wildflower and pollinators

A huge reduction in the generation of waste and a dramatic increase in low carbon means of dealing with waste;

- Minimise waste generation from own operations
- go single use plastic free
- Ensure council maximises recycling from own buildings
- If council rents out room for a public event, it should ensure all food waste is not sent to landfill and sent to an aerobic digester
- set up a Terracycle Scheme for hard to recycle material not typically collect by District Council schemes. See <https://www.terracycle.com/en-GB/>

A dramatic increase in the capture of carbon particularly, but not necessarily exclusively, through tree planting and land management.

- Town council can reduce the frequency of cutting of grasses areas.
- encourage the development of woodland either by tree planting or re-wilding of council owned land.

Although, in the continuing age of austerity there are few government grants available, loans via Salix funding may be suitable for some projects <https://www.salixfinance.co.uk/loans/parish-councils>

Not all these ambitious targets can be realised by the town council acting alone; it will require concerted effort from the district and county council, national government, national network operators, national and local businesses and finance working together. However, there are several crucial roles that a Council can play working in partnership with their citizens, key statutory and non-statutory partners and, most importantly, with businesses. These include leadership & delivery, coordination, engagement, policy development and planning.

Many town and parish councils may want to establish baseline figures for CO2e emissions from their own operations. Government publish data by principal Local

Authority area Beis 2018 <https://www.gov.uk/government/collections/uk-local-authority-and-regional-carbon-dioxide-emissions-national-statistics> but not at a parish level. However, estimates can be made based of the average emissions per person in the district multiplied by the population of the town. Adjustments as to rural or urban areas and the presence of large industrial estates may then need to be made.

The town council may want to audit our own emissions. This can be done by measuring energy and fuel use through the years and calculating using recognised conversation factors. The Carbon Trust provides details on conversation factors and carbon calculators <https://www.carbontrust.com/resources/tools/>

It needs to be recognised that delivery will require dramatic changes which are likely to lead to resistance from various quarters and it will be important to remain highly focussed and purposeful whilst avoiding being distracted by potential conflict.

Background Documents

2016 Carbon Emissions Beis 2018 (<https://www.gov.uk/government/collections/uk-local-authority-and-regional-carbon-dioxide-emissions-national-statistics>)

Annual Electricity Consumption (Beis 2017)

<https://www.gov.uk/government/statistical-data-sets/regional-and-local-authority-electricity-consumption-statistics>

Annual Gas Consumption 2017

(Beis) <https://www.gov.uk/government/collections/sub-national-gas-consumption-data>

Renewable Energy Generation by local authority

(2016) <https://renewablelocator.green-alliance.org.uk/>

Draft Stroud Carbon Neutral 2030: Implementation of Climate Change emergency Motion: Stroud District Council

Change Starts Now: Towards Carbon Neutral Bristol 2030

Here are some links to some of the carbon calculators

WWF calculator <https://footprint.wwf.org.uk/#/> simple but well researched a good starting point for individuals

National Energy Foundation <http://www.carbon-calculator.org.uk/> Good calculator that show calculation, conversation factors and assumptions

The Resurgence Carbon Calculator <https://www.resurgence.org/resources/carbon-calculator.html> This is a much more detailed calculator that although developed over ten years ago can provide a good insight to the emission from you house and lifestyle

Carbon Trust <https://www.carbontrust.com/resources/tools/> range of tools and a calculator for small business

Carbon Footprint <https://www.carbonfootprint.com/calculator.aspx> ... more detailed commercial site which will offer you way to offset you emissions relatively low costs.

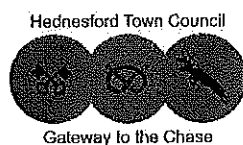
UK Carbon Footprint <https://www.gov.uk/government/statistics/uks-carbon-footprint> how the government calculates the UK Carbon footprint

Annex 2

Council Meeting 25 June 2019 – List of Planning Applications

19/221	Extension – 52 Priory Road	No Objection
19/181	Retrospective – boundary fence – 4 Poynter Drive	No Observations Submitted
19/179	Single storey extension etc. – 20 Hill Street	No Observations Submitted
19/177	Single storey extension – 56 East Cannock Road	No Observations Submitted
19/172	Installation 2 vehicle charging devices – KFC East Cannock Road	No Observations Submitted
19/151	Bin Collection area etc – 73 McGhie Street	No Observations Submitted
19/141	Extension etc. – 56 Priory Road	No Observations Submitted
18/366	Proposed Car Wash – Former Car Park Globe Inn Cannock Road AMENDED May 2019	<p>The Town Council object to the application as the proposed use for a car wash is inappropriate in this location</p> <p>The potential for nuisance and disturbance to be caused to adjoining residential properties in East Cannock Road and Swallowfields Drive</p> <p>There is concern for highway safety and traffic movement. East Cannock Road at this location can become very congested. This is due to traffic to the KFC restaurant and the industrial premises on the south east side of East Cannock Road. Drivers of heavy vehicles have difficulty manoeuvring their vehicles in to the industrial estate road</p> <p>Note the application does not specify the proposed opening hours</p> <p>Approval of the application may lead</p>

		to the improvement of what is currently a derelict and unsightly piece of land, but any such approval might prejudice a more appropriate, long-term comprehensive development of this site”
--	--	---



PYE GREEN COMMUNITY CENTRE MANAGEMENT COMMITTEE

Pye Green Community Centre, Bradbury Lane, Hednesford
at 9:00 am on Tuesday 2 July 2019

PRESENT:

Cllrs R Kingston (Chairman), K Downs, G Jones and A Roden

In attendance: Mr P Harrison, Mrs L Bowman

1. Apologies

Apologies for absence were received from Cllr M Dunnett

2. Minutes

The minutes of the meeting held on 24 July 2018 were noted

3. Review of Committee Terms of Reference

RESOLVED:

That the Council be requested to amend the terms of reference to reflect the reduction in numbers appointed to serve on the Committee

4. Review of Booking Procedure Fees, Charges and Terms & Conditions of Hire

The Committee recommended that the terms and conditions of hire and fees and charges should remain unchanged at the present time and these be kept under review

5. Bookings

Bookings by regular hirers of the main function room were holding up well with the only availability being Saturday evenings. All the meeting rooms were well used but bookings tended to be more short term. The Committee agreed that this matter be kept under review so as to ensure optimal utilisation of the Community Centre

6. Repairs and Renewal Programme

It was noted that no major items of maintenance or upgrades were required although roof repairs were still ongoing to prevent the ingress of rainwater. A suggestion was made that consideration could be given to the installation of air conditioning in Meeting Room 1. It was noted that there was a programme to carry out essential servicing and safety checks of items such as alarms, fire extinguishers, automatic doors, electrical equipment etc.

7. Overview of Licences, Policies and Procedures

It was noted that all licences were up to date and that policies and procedures relating to

the use of the Community Centre were available for hirers. Members were also advised of the current arrangements for the operation of the licensed bar

8. Staffing Matters

It was noted that caretaking staff should, in the first instance, report any issues raised by hirers to Mrs Bowman for attention. One of the main concerns was the availability of staff to cover the opening and closing of the Community Centre

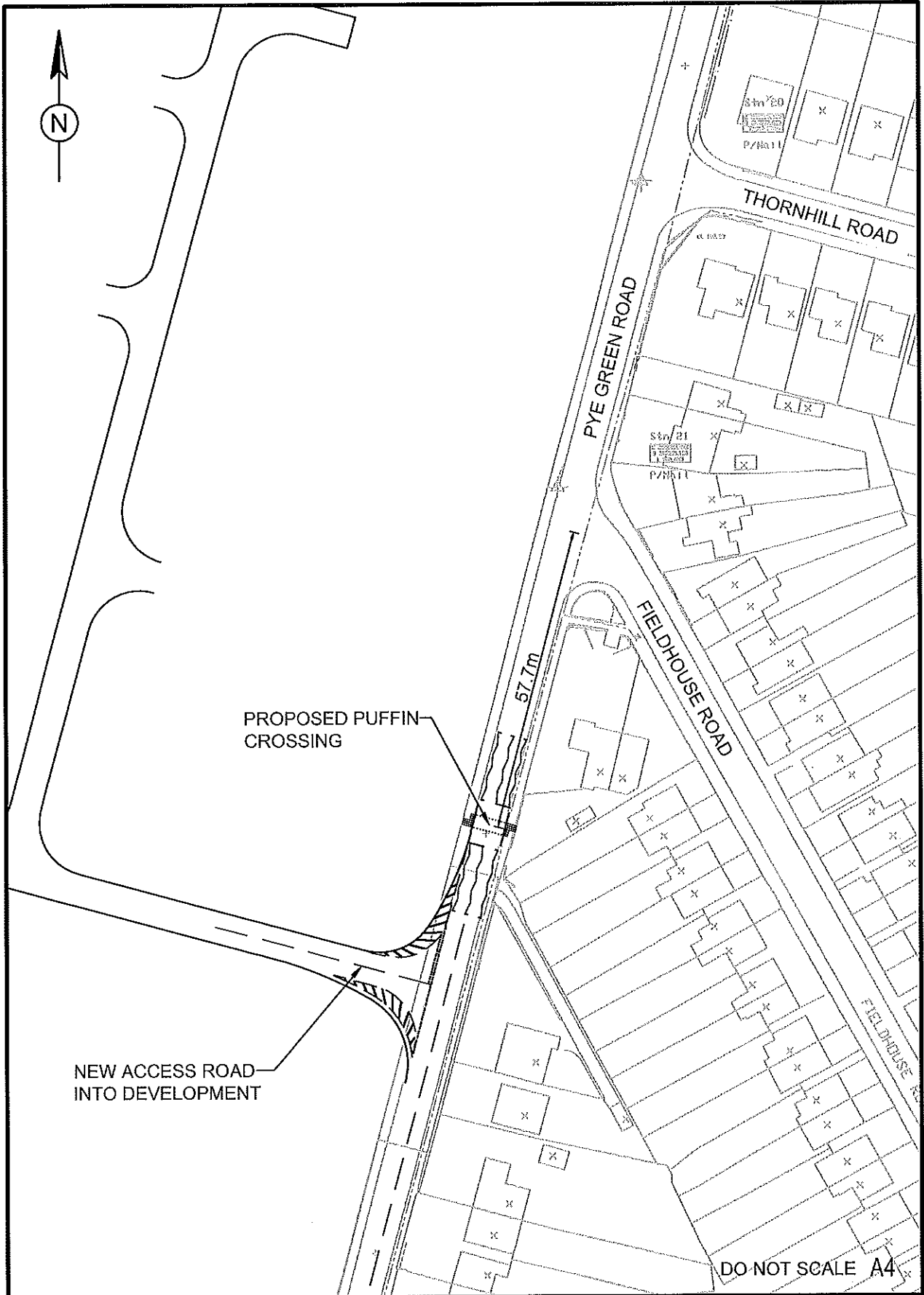
9. Meeting Dates

That the Town Council Manager/Clerk in consultation with the Chairman arrange for the next meeting to be held during the week commencing 2 September 2019 and schedule up to 3 more meetings in the current municipal year

The Meeting ended at 10:15 am

Signed:

Dated:



ATKINS

PYE GREEN ROAD,
CANNOCK
PUFFIN CROSSING

5117052-ATK-SK-C-0020

S23 NOTICE

Council Meeting – 30 July 2019 agenda Item Page 3

SCALE 1:1000

Blank Page

Council Meeting 30 July 2019 – List of Planning Applications

19/228	Outline application - demolition of existing retail unit, erection of 2x no. residential units comprising 7x no.2-bed, 1x no.1-bed dwellings, all matters reserved.(Re-submission of CH/18/343) - 145 Green Heath Road	There is concern with regard to potential problems with access to the development. However it is believed that the building could be constructed considerably so as to be in keeping with the area and would provide much needed affordable housing
19/225	Proposed detached garage – 29 Blewitt Street	No Objection
19/224	Minor Material Amendment to Reserved matters consent (CH/18/080) for hipped roofs to certain house types garages, changes pursuant to CH/11/0395 – Land west of Pye Green Road	No Observarions Submitted

Blank Page



Dear Hednesford Town Council,

Please see attached statistical information collated from CCTV within the month of June 2019.

CCTV Monitoring for Hednesford Town Council
Criminal and non criminal activity

ANTI SOCIAL BEHAVIOUR	8
ASSAULTS	2
AUTOCRIME	1
BURGLARY	0
DAMAGE	0
DISTURBANCE	2
DOMESTIC	1
DRUGS	0
DRUNKNESS	2
GRAFFITI	0
MISSING PERSON	0
SUSPICIOUS	6
THEFT	1
TRAFFIC	4
WELFARE CHECK	1
TOTAL	28
AREAS MONITORED (NON-CRIMINAL)	187
POLICE ADVISED US	24
WE ADVISED POLICE	10
RESOURCE DEPLOYED	9
87% OF MONITORING WAS NON REPORTABLE	
13% OF MONITORING WAS OF OBSERVING REPORTABLE ACTIVITIES TO THE PARISH/POLICE	

In June, a male was reported to have a knife, Police arrested him at the Train Station. An individual with mental health needs was helped by appropriate professionals. The two people who were drunk on the town, did not cause any problems, they were monitored when they left the venues until they got into taxis and left the area.

The boy racers using Tesco's car park has reduced considerably, and it has been nice to see how many people are using the park, especially the small children's play area.

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

Kind regards

Linda Newton
CCTV Operator

Hednesford Town Council
Lloyds TSB Bank Reconciliation 30/06/19

Bank Balance per Statement

LESS O/S cheques

Bank Balance per Statement Unity Trust Bank £ 165,192.37

LESS O/S cheques

01/02/2019 300170 Hednesford Valley High £ 100.00

-£ 100.00

Cash Book bank balance at 30.06.19

£ 165,092.37

Cash Book Balance

£ 165,092.37

2 Year Long Term Savings

£ 50,944.52

1 Year Long Term Savings

£ 50,000.00

Total Cash Balances

£ 266,036.89

Reserves B/F

£ 164,191.33

Receipts

£ 133,216.93

£ 297,408.26

Less: Expenditure

£ 31,371.37

TOTAL

£ 266,036.89

Signed:

Dated:

Blank Page

Hednesford Town Council - Payments 19.20				
Date	Chq No	check	Payee	TOTAL
04/06/2019	D/D		34 Cannock Chase Council	£ 593.00
05/06/2019	300195		35 Centro Systems Ltd	£ 78.00
05/06/2019	300196		36 Ricoh Ltd	£ 224.51
05/06/2019	300197		37 South Staffs Water	£ 593.76
05/06/2019	300198		38 Centro Webnet	£ 357.08
12/06/2019	D/D		39 Purchase Power	£ 217.02
24/06/2019			Purchase Power	£ 198.08
28/06/2019			Purchase Power	£ 11.94
17/06/2019	D/D		40 British Gas	£ 119.38
17/06/2019	D/D		41 British Telecommunications	£ 201.06
21/06/2019			42 The PR Woman Ltd	£ 333.00
21/06/2019			43 Pow Wow Face Printing	£ 220.00
21/06/2019			44 Staffordshire Pension Fund	£ 1,283.69
21/06/2019			45 HM Revenue & Customs	£ 3,687.87
21/06/2019			46 Dawn Richards	£ 598.23
21/06/2019			47 Laurie Bowman	£ 1,035.11
21/06/2019			48 Peter Harrison	£ 1,576.48
21/06/2019			49 Mike Bradbury	£ 677.39
21/06/2019			50 Jackie Smith	£ 415.42
24/06/2019	D/D		51 Biffa Waste	£ 141.30
30/06/2019			52 Service Charge	£ 32.70
			Month Total	£ 12,183.98

Blank Page

Hednesford Town Council - Receipts 19-20															
Date	Source	Type	TOTAL	Precept	Sales of Assets	VAT Recovered	Interest Received	Fundraising Income	Project Sponsorship	Miscellaneous	Community Infrastructure Lev	PGCC Meeting Rooms	PGCC Function Room Lettings	PGCC Bar Takings	Notes
03/06/2019	Cannock Chase DC		£ 100.00								£ 100.00				Meeting Room Hire - Polling
05/06/2019	EHMAA		£ 223.20									£ 223.20			Regular Hire - Karate
05/06/2019	RN Ridgeway	1000	£ 262.50									£ 262.50			Regular Hire - Slimming World Saturday
07/06/2019	Cruise Bereavement	148	£ 1,026.60								£ 1,026.60				Cruise Bereavement
07/06/2019	South Staffordshire NHS		£ 316.80								£ 316.80				Regular Hire - Health Visitors
07/06/2019	Mrs Ward		£ 216.00									£ 216.00			Regular Hire - Slimming World
07/06/2019	Mrs Cobbell		£ 105.60								£ 105.60				Regular Hire - Ladies Social
07/06/2019	Pye Green Dance Club		£ 76.80									£ 76.80			Regular Hire - Pye Green Dance
07/06/2019	Michan School of Dances		£ 136.00									£ 136.00			Meal Presentation
10/06/2019	Cannock Chase DC		£ 100.00								£ 100.00				Meeting Room Hire - Polling
14/06/2019	SSCC County Fund		£ 793.00								£ 793.00				Meeting Room Hire - Chasalea
18/06/2019	Mr & Mrs Keay	149	£ 400.00									£ 400.00			Regular Hire - Stardust
27/06/2019	Mr Tantor		£ 270.00									£ 270.00			Regular Hire - Chasalea
27/06/2019	RN Ridgeway		£ 210.00									£ 210.00			Regular Hire - Slimming World Saturday
	Month Total		£ 4,200.50								£ 2,412.00		£ 1,788.50		

Blank Page

Hednesford Town Council - Actuals against Budget 2019-2020

As at:	30/06/2019	Budget to 30/06/2019	Actual 2019/20	Variance from Budget	Budget to 30/06/2019	Actual 2019/20	Variance from Budget	Budget 2019/20	Actual 2019/20	Variance from Budget	SURPLUS/DEFICIT	Explanation of Variances
GENERAL	68775	74,832	6,057	15861	15,567	(294)	52914	59,264	6,351	VAT recovered, not budgetted for		
PGCC	8750	11,526	2,776	12070	13,890	1,820	-3320	-2,364	956	Hire greater than budget		
ACTIVITIES	0	0	0	23700	1,914	(21,786)	-23700	-1,914	21,786	Timing of Election Costs & Citizens Advice		
CIL	0	46,859	46,859	0	0	0	0	46,859	46,859	CIL Income not budgetted		
TOTAL	77525	133,217	55,692	51631	31,371	(20,260)	25894	101,846	75,952	Real Surplus c. 57k		

Blank Page

Below is a guide with our latest interest rates.

	Annual interest		Monthly interest	
	AER	Gross p.a.	AER	Gross p.a.
Business Instant Saver	0.65%	0.65%	0.60%	0.60%
Business 45 Day Saver	0.85%	0.85%	0.80%	0.80%
Business 95 Day Saver	1.10%	1.10%	1.06%	1.05%
Business 125 Day Saver	1.25%	1.25%	1.21%	1.20%
Business 6 Month Saver	0.75%	0.75%	Please note: Monthly interest is not available for Fixed Rate Saver accounts. Please refer to our Terms and Conditions for further details how interest work for these accounts.	
Business 1 Year Saver	1.10%	1.10%		
Business 3 Year Saver	1.30%	1.30%		
Business 5 Year Saver	1.60%	1.60%		

Please note all published rates are subject to change and can be withdrawn at any time, therefore the rates above can't be guaranteed. For the most up to date published rates please visit nationwidecommercial.co.uk/savings.

2 - Take some time to think about your next steps

If we don't hear from you by the date your account matures, we'll place your savings into a Nationwide Maturity Reserve Account for safe keeping until you decide what you'd like to do next.

Our Maturity Reserve Account pays a variable rate of interest, which is currently 0.10% AER / gross p.a. For more information on the Maturity Reserve Account, please refer to the enclosed Maturity Reserve Account Summary Box.

We'll confirm the interest rate you'll be earning when we send you your opening statement. You'll also be bound by the Business Savings General Terms and Conditions and the Product Specific Terms and Conditions thereafter.

3 - Make other plans

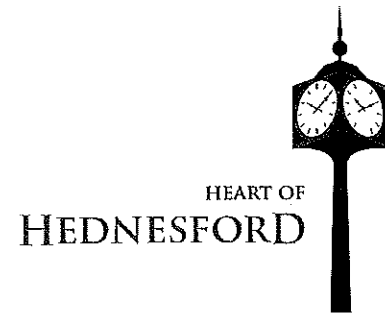
If you have other plans for your savings and want to close your account, we can arrange to pay them into your nominated account. Just complete the "Business Fixed Rate Saver Maturity Instructions" form and post it back to us using the pre-paid envelope provided.

AER stands for Annual Equivalent Rate and illustrates what the interest rate would be if interest was paid and compounded once each year. Gross p.a. is the interest rate without tax deducted.

Nationwide Building Society is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority under registration number 196078. Head Office: Nationwide Building Society, Nationwide House, One's Quay, Swindon, SN1 3NW.

Blank Page

Minutes of meeting held on
Wednesday 12th June 2019 at
Hednesford Ex-Servicemen's Club



Present:

Sharon Jagger (Chair)	Sue Humphries	Sue Fisher-Meddings
Bryan Jones	Alison Poyner	Phil Bradley
Susan Schofield	Sarah Walker	Mark Walker
Liz Williams	Vikki Birch	Janice Birch
Carole Howard	Ollie Kingston	David Wisehall
Keith Fitch	June Sheasby	Mary Wynne
Margaret Fitch	Maxine Akins	Paul Woodhead
Deb Burnett	Chris Richards	Pam Richards
Wendy Yates	Dot Farish	Janet Bolton
Sandra Wright	Graham Wright	

Apologies:

Ruth Heslop	Shaun Middleton	Phil Hewitt
Robin Kingston		

1. Welcome

Sharon Jagger introduced herself as the newly elected Chairman of HoH and advised about emergency exits and facilities at the venue.

2. Minutes from meeting & AGM held 15th May 2019.

The minutes were approved.

3. Matters arising.

Dealt with during the meeting

4. Introduction of Management Committee

SJ introduced the newly elected Management Committee:

Chairman: Sharon Jagger

Vice Chair: Wendy Yates

Treasurer: Phil Bradley

Secretary: Keith Fitch

Sharon explained that since being elected on 15th May she had only received an unsigned copy of the Constitution. (*A signed but undated copy has since been received*) For the time being the Constitution is the only written terms of reference for HoH and it will be adhered to until further notice. It does not provide for the role of Vice Chair, but the group has elected one every year for the last few years and

indeed elected Wendy Yates on 15th May. Therefore, Wendy has been co-opted onto the Management Committee as per the terms of that Constitution.

5. Vote by show of hands

At the time of the meeting Sharon was still awaiting receipt of plans, surveys, project outlines and anything else in connection with proposed projects at the junction of Station Road and Rugeley Road and the red phone box.

Landscaping project at corner of Station Road & Rugeley Road.

DW confirmed the area concerned was the large area of grass actually on the corner with 3 trees on it and not the smaller plot nearer the railway bridge as some members thought. Also that nothing had been ordered for the project.

BJ interjected at this point suggesting that what he had to say would negate the need for a show of hands on the issue. He expressed his disappointment that the project had not been properly followed up and in the circumstances asked that the whole of the funding be returned to SCC.

The meeting agreed with this course of action.

Red telephone box.

DW confirmed he had acquired the box in 2014 with the intention of it being sited at the corner of Market Street and Victoria Street however this idea was rejected by the Town Council due to underground services. Money had been given by SCC for the project but only a small amount had so far been spent.

It was agreed the telephone box would be retained pending further investigations into a suitable location and use.

HoH bank account.

The HoH Constitution was amended in 2017 from 2 signatories being required to only 1. Following advice from Support Staffordshire and looking at standard practise in other volunteer groups it is considered advisable for there to be more than one signatory on the group's bank account.

It was agreed the bank account would be updated to allow 3 signatures of which any 2 would be required for any cheques or payments.

6. Reports from other groups.

Sharon read out a short report from Shaun Middleton of Hednesford Centennial Lions:

"Just a quick update from Hednesford Lions. We have made progress with the gentleman that has been making a mess within the grounds of the memorial. The gentleman it seems does have a few personal issues and we hope we can support and help his needs in any way we can. We are now in communication with him and have managed to get him to put his rubbish in bags that we are leaving by the benches. It's a start, and we hope you will continue to help us keep the area rubbish free.

We were delighted to receive a commendation award from Support Staffordshire during the Voluntary Star Awards on Tuesday last week, this was for our continued support of the senior citizens of our area during the tea parties we arrange every year".

Shaun was unable to attend the meeting but sent his apologies and his best

wishes and said he's sure the group will continue to do wonderful things within the town and reassures the group we can rely on the support of the Lions in any project we feel they can help with.

PW gave an update from Hednesford in Partnership. (HiP)

HiP are having to review the way Hednesford Lottery is being run as sufficient sales are not being generated at present to make it worth the effort and time being spent on it by Robin Kingston. The last draw in the present format will take place at the June Market with a revised lottery hopefully being launched at the August Festival on Saturday 10th August.

Although the vintage bus tour around parts of the Chase on Saturday 25th May proved popular with those who travelled on it, unfortunately it didn't bring extra people into the town and very few got on and off on route. HiP are hoping to develop the idea however, but at £500 per time a source of funding needs to be found.

Liz Williams advised a library steering group had been set up with the intention of bringing the library more into the community.

7. HoH Sub Groups

Once up and running this will be the opportunity for leaders of sub groups to give an update to the meeting of the activities and plans of their sub group. Should they prefer they would be able to email in a report for SJ to read out.

At present the only officially set up sub group is the Station Adoption Group led by David Wisehall but further groups could be for the Miners Memorial, litter picking, gardening and possibly a library group.

It was suggested that perhaps they should be called teams rather than groups.

DW raised a number of queries and PH suggested a way should be found for the groups/teams to work together for the benefit of Hednesford.

8. Forthcoming events

Hednesford Festival Saturday 10th August.

Sharon confirmed she has booked 2 pitches on the park for the festival day. She has 2 gazebos which she is happy to lend to the group for the day, just need to find tables and chairs. SS is arranging for the various games but small children's type prizes will be required.

This matter will be discussed and hopefully finalised at the July meeting.

The other important event on our calendar is the Christmas event on Friday 6th December when the Hednesford Christmas lights are switched on in the town and when we organise a tombola to generate funds to help the groups work. As always, members will be asked to donate items which may be used as tombola prizes. There is no problem with storage of these, as there are several premises available through various members of the group. At some point nearer the date, we will need volunteers to get together and help label and wrap the prizes. We should have a tombola drum somewhere and on the evening itself we will require volunteers to run the stall for short periods of time in order that we can all get out and enjoy the event.

9. Conversion to CIO (Charitable Incorporated Organisation)

Since issuing the Agenda Sharon has spoken to Support Staffordshire and now believes a CIO is not required. Support Staffordshire have suggested being registered as volunteer group. Will be investigated further.

10. Funding.

Moving forward the group will require a dedicated fund raising strategy. Discussion regarding this will be brought up at the next meeting.

11. AOB

SJ The official address of HoH will now be c/o Bradley's Accountants and all of the official email addresses will be reviewed and re-assigned where relevant. We are also aware of the need to deal with all our social media accounts and the group's website. Steps will be taken by the Management Committee to deal with all of these issues. Hopefully at the next meeting a more positive update will be available.

SS Thanked all those who had helped her put up everything in and around Market Street for the Dementia Friendly event.

PH asked for about 15 minutes to be allocated on the Agenda for the July meeting to allow him to update members about a new procedure for obtaining funding.

PR advised the planter outside the old Lloyds Bank had now been adopted by HoH.

Next litter picks: Sunday 30th June and Sunday 21st July.

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

12. Next meeting.

Date: Wednesday 10th July 2019 at 6.30pm.

Venue: The Soldiers Lounge, Hednesford Ex-Servicemen's Club, (The Soldiers) Anglesey Street, Hednesford WS12 1AB

Keith Fitch
1st July 2019

World War 1 Project Group
Meeting held on Thursday 25 April 2019



MINUTES

In attendance:

- Kate McBey, PR & Marketing Officer (Chair & Project Lead for the World War 1 centenary commemorations at Cannock Chase Council)
- Pete Sidgwick, Chairman of Cannock Chase Arts Council & Tower Players
- Councillor George Adamson, Leader of Cannock Chase Council
- Ron Mattison (and his wife), Staffordshire Regimental Association

Apologies:

- Lisa Shephard, Creative Development Manager, Inspiring healthy lifestyles
- Councillor Christine Mitchell, Leader of Culture and Sport at Cannock Chase Council
- Bob Leighton, Royal Engineers Association
- Sheila Dunning, Royal British Legion – Cannock branch

1. Welcome and introductions

Kate welcomed everyone to the meeting and each member introduced themselves and their organisation. Kate explained the purpose of the meeting and then went through each agenda item listed. There was only a small turnout at this meeting.

2. Minutes & actions

There were no minutes from the meeting held in December 2018 due to the nature of the meeting. The meeting in December was a celebratory event to thank individuals and organisations for their help and support over the last 4 years. Each member was presented with an official World War 1 commemorative beacon. A presentation by Kate and Lisa was also delivered along with a short film to showcase the role the District played in the commemorating World War 1.

3. Presentation to Ron Mattison

Unfortunately, Ron could not attend the meeting in December, so Kate invited him and his wife to attend this meeting so he could be presented with a beacon and a photograph taken by Cannock Photographic Society. Kate presented Ron with his beacon and thanked him for his support and hard work over the last 4 years.

4. Showcase digital resource – ‘Cannock Chase Remembers’

Kate presented the digital resource to the group and went through the various elements. She did make the group aware that there were still a few tweaks that needed making and various elements were still being finalised. The website will be completed over the summer and will be officially launched in November as part of Armistice Day. This will form part of the legacy element of the commemorations.

The completed resource will be shared with the group in October.

A video which was produced by Lisa was also shown again to the group. This captures all the commemorations that have been delivered by the group over the last 4 years and highlights the level of work and commitment by all involved.

ACTION:

Kate to send a link of the video to the group.

5. Update on World War 1 Beacon

• Cannock Town Centre

As agreed by the group in December, Kate is coordinating the permanent siting of the commemorative beacon at St Luke's Church. Planning permission and church permissions are currently being sought as well as adaptations being made to the original beacon sculpture for installation purposes. It is hoped once approvals have been granted; this could be in place by November ready for Armistice Day. A special ceremony will be arranged as part of the unveiling.

If this date is not met, then a second deadline for June 2020 will be put forward to tie in with Armed Forces Day.

• Hednesford Park

Kate updated the group on plans to produce a similar sculpture of the beacon for Hednesford Park. Kate has been approached by the Council's Parks and Open Spaces team to install a piece of public art at the entrance of the park. They would like this to be a larger version of the original beacon but made out of stainless steel. This will form part of the Heritage Lottery funded project. Discussions are currently taking place and Kate agreed to update the group on progress at the next meeting.

6. Upcoming commemorations

The Council is committed to completing the final legacy elements of the commemorative programme. However, there are no new plans that Kate is aware of for 2019.

Kate did inform the group about being approached about VE day 2020 and agreed to discuss this at the next meeting.

Ron expressed his support and agreed he would be happy to be involved in future events.

Pete raised the possibility of delivering 'RAF & Ready' a theatre based project (as per previous years) to commemorate the 80th anniversary of the RAF. Pete has written the script and is in discussions with various people and organisations.

Kate and George agreed this would be something we could bring forward to the group and discuss further with the potential of delivering next year.

ACTION:

Kate and George agreed to discuss potential funding streams

ACTION:

Pete to send Kate a copy of the script to be circulated to the group

7. Any other business

No other business was raised.

8. Dates of next meetings – 2019

Friday 19 July at 10am

Friday 11 October at 10am

Blank Page



Minutes of the Meeting held on Thursday 27/06/19, 5.30pm at Kingsmead School

Formatted: Space Before: Auto, After: Auto, Line spacing: 1.5 lines

Minutes

1. Attendance / Apologies and matters arising from previous minutes

Attending ; Robin Kingston (Chair HiP) , Paul Woodhead (Vice Chair HiP), Lesley Yates (Treasurer HiP), Andy Fittes (Secretary HiP), Mike Mellor (CHAPS), Malcolm Hill (Rotary), Joy Peaace (S Staffs College), Ian Pritchard (Kingsmead School), Shaun Middleton (Lions), Keith Fitch (HoH), Paula Smith (HTFC), Sharon Jagger (HoH), Hetty Pickard-Piggott (Healthy Lifestyles)

Apologies ; Liz Williams , Debbie Cartwright , Rachel Gentle , Jane Johns

There were no matters arising and the minutes from the last meeting were accepted

2. Update on CIO application

Update from Andy Fittes is that Michelle Cliff from Support Staffordshire has provided some minor feedback and the application process can now be commenced

3. Lottery update/proposals

Robin gave an update that ticket sales are down to around 200 (-from 400-) and the lottery is becoming unviable given the amount of time it takes . It was proposed that we move to an online sale of tickets with people paying by direct debit. the pros and cons of this were debated but it was agreed this was a good way to keep the lottery in operation and reduce the burden of selling tickets.

4. Artisan Markets

Paul gave an update that after feedback the next market (-next Saturday-) will have the small animals back which proved very popular . The vintage bus was also popular but a method of funding this will need to be found if it is to continue. St Johns Ambulance

will also be attending and a vegan food stall-. The market is becoming established and is popular but needs to be promoted-.

5. Summer Festival update.

Lesley updated that the planning for the festival is on track-. There will be a car show-, stunt bike riders and a 'Scruffs' dog show . So far there is around 90 confirmed stalls including 12 food stalls-. The entertainment marquee will replace the stage-. There will be a young persons area again-. Around 5000 people attended last year and requests were made again for assistance with Stewarding-. The Lions and Rotary both volunteered-.

6. BKV 2019

Thanks were given to the Lions and Heart of Hednesford for all their work in getting the town looking so good-; especially the station and war memorial. We are hoping to improve on our 2nd place from last year

7. Heritage Lottery Bid – Proposal

Paul raised the possibility of bidding for monies from the Heritage Lottery fund and asked for ideas as to what projects people could think of-. They must have a 'heritage' link. The end of august is the cut of for submissions with decisions on funding coming in November. Paul will circulate an email asking for suggestions-.

8. Working Groups

Shaun updated the meeting that he has outlined 3 projects for the Internal Group to work on-. These include artwork following on from the bridges and signage.

9. 30 second updates from HiP partners

Inspiring Healthy Lifestyles have received funding to deliver projects in the area-. Initially this will focus on Chadsmoor but will include Hednesford North in the second year. They are engaging to find out what local people require-. Sharon would like to be involved in this process.

10. Any other business

Robin mentioned that Staffs Fire and Rescue wants to engage with vulnerable people at risk from fire accidents and a meeting will possible be held in the library

Mike mentioned that they have £100K in funding for a miners memorial at the National arboretum to commemorate VC holders who were miners-. Donations are still required and the unveiling is proposed for June 2021.

11. Date of next meeting

TBC (19/09/19)

Blank Page