

Hednesford Town Council



Gateway to the Chase

30 December 2019

Dear Councillor

A Meeting of the Town Council will be held at **7:00 pm** on Tuesday 7 January 2020 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 17 December 2019 (Enclosed **pages 51 to 56 of 2019-20**)
4. 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

5. Action Planner/Monitor and Future Business

To consider/review the above (Enclosed **agenda pages 1 to 7**)

6. Estimates of Income and Expenditure and Precept for 2020-21

To consider estimates of income and expenditure and to determine the amount of precept to be demanded for 2020-21

In order to guide decision making on the budget a consultation exercise has been carried out to seek guidance from electors as to the priorities that the Town Council should be addressing

Estimates of income and expenditure (Enclosed **agenda page 8**)

Information from Cannock Chase Council regarding the Council Tax base for 2020-21 (Enclosed **agenda pages to 9 to 10**)

Members are advised that the Ministry of Housing, Communities and Local Government (MHCLG) has notified the National Association of Local Councils (NALC) that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2020-21 is £8.32 per elector.

This is the amount as a result of increasing the amount of £8.12 for 2019-2020 by the percentage increase in the retail index between September 2018 and September 2019, in accordance with Schedule 12B to the 1072 Act. (See also agenda item 7 d) below)

7. Reports from Principal Speakers

To consider reports from Principal Speakers

Communications and Engagement

Finance and Council Procedures

Homelessness and Vulnerable Adults

Highways

Painting Zebra Crossings Victoria Street and Station Road

Flooding and Beehive Island

Parking Bays, Market Street

Broken Paviers, Anglesey Crescent

Wellbeing, Isolation and Loneliness

Environment

Biffa Waste Disposal Site – Odour Complaints

Youth and Community Cohesion

Community Projects and Events & Chair of Pye Green Community Centre Management Committee

Other matters for information from Principal Speakers

8. 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 11**) *With commentary by the Principal Speaker for Planning*

b) Commonwealth Games – Update – Note: In future it is proposed that this item will not normally be included as a separate item on the agenda but will be referred to in the Action Plan/Monitor and Future Business Report

c) CCTV Monitoring

To consider the monitoring report for November 2019 (Enclosed **agenda pages to 12-13**)

d) Community Grants

To consider the following applications:

Organisation	Page No.s	Amount Requested £	Compliant *
AFC Greenheath	1-4	500	N
Cannock Chase Shed	5-17	169	Y
Chase Parkinson's Support	18-24	300	Y/P
Community First Responders	25-48	500	Y
Fireworks	49-72	500	P
Friends of Hednesford	73-82	500	P
Friends of Hednesford Park	83-93	500	P
Heart of Hednesford Station Adoption Group	94-100	500	P
Hednesford Probus	101-105	418	N
Residents School Court	106-109	500	N
Tough Cookies	110-115	500	N
Voluntary Car Scheme	116-131	900	N
Total Amount		5800	

* Compliant in terms of guidance to applicants e.g. includes submission of bank statement, governing document/constitution – Y = Yes N = No P = Part

The budget available for grants is £4800

Regardless of whether or not an application complies with the Council's guidance, the overriding consideration for members is whether or not the requirements of Section 137 of the Local Government Act 1972 are fulfilled

This is the power of local authorities to incur expenditure for certain purposes not otherwise authorised:

A local authority may.....incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants, but a local authority shall not, by virtue of this subsection, incur any expenditure—

(a)for a purpose for which they are, either unconditionally or subject to any limitation or to the satisfaction of any condition, authorised or required to make any payment by or by virtue of any other enactment; nor

(b)unless the direct benefit accruing to their area or any part of it or to all or some of the inhabitants of their area will be commensurate with the expenditure to be incurred.

In the past the Council has made small financial tokens of appreciation to participants in the Christmas event and members are asked to consider if the Council wishes to continue this practice

This year these were

St Peters Primary Academy

Westhill Primary School

Hednesford Valley High

Chadsmoor J&I School

Kingsmead School

Michelle Cox

Split Mask Company

Hednesford Lions

Hednesford in Partnership

In determining the above members are reminded of the need to declare any interests and abstain from voting where appropriate

d) Principal Speaker Roles

To consider the creation of a principal speaker role for the recently co-opted new member of the Council

9. Minutes and Reports from Community Groups and Others

a) CHAPS

To receive the minutes of the meetings held on 13 September and 13 December 2019 (Enclosed **agenda pages 14 to 17**)

10. Items for next agenda

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

12. Budget Consideration – Pye Green Community Centre

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HEDNESFORD TOWN COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT 7:30 PM ON TUESDAY 17 DECEMBER 2019 AT KINGSMEAD SCHOOL, HEDNESFORD

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

IN ATTENDANCE: P Harrison (Town Council Manager/Clerk), County Cllrs P Hewitt and B Jones and 10 members of the public including 4 students from Kingsmead School

APOLOGIES: District Cllr A Pearson, Parish Councillor R Turville and PCSO R Evans Staffordshire Police

PUBLIC PARTICIPATION AND YOUTH ENGAGEMENT

The Chairman opened the evening by welcoming everyone and explaining that it was intended that the main focus for the meeting was to hear the views and concerns of young people in the area

A representative from the Royal British Legion (RBL) advised that a letter had been received from Staffordshire Police indicated that they would not be able to provide officers to assist with road closures at the Remembrance Sunday next year. The Town Council was aware of the situation and would liaise with the RBL to ensure that marshalling for road closures etc. would be available

Several matters were raised. Reference was made for the need for graffiti to be removed. A question was raised regarding events for the disabled and raising awareness of issues facing disabled persons. This was something that the Town Council could consider and potentially do more. It was mentioned that the Council awarded community grants and applications could be submitted by disability groups

Reference was made to the influx of residents to several new housing developments. The Town Council was keen to encourage them to participate in various community initiatives such as organisation of the Festival, Christmas event and the many other volunteering opportunities that were available

County Cllr B Jones reported on the following

1) Re Stafford Lane Lights - Fencing had been received and all works would be completed before Christmas

2) Road sign poles at the bottom of Greenheath Rd - New ones were now in place.

3) Pelican Crossing at bottom of Bradbury Lane – The damaged pole/button press had been replaced.

4) SID's – Confirmation received that the County Council would fund the provision and installation of mounting posts meaning the equipment could be ordered and come into use early in the New Year

5) Speed Limits – Lime Pit Lane – It was noted that the 30 mph area was to be extended westwards towards Huntington and that the speed limit on the road from the Hednesford boundary to the 30 mph limit at Huntington was to be reduced from 60 mph to 40 mph

County Cllr P Hewitt referred to recent problems with odours from the Poplars Waste site and indicated that complaints were being investigated as a matter of urgency by the relevant authorities and the site operator. He also advised of measures that were being taken to ameliorate traffic congestion in the vicinity of the Mill Green Shopping Outlet development

A question was raised in relation to flooding in Station Road and the need for gullies to be cleared. The County Cllrs would make further enquiries regarding this. The condition of Pye Green Road was a concern due to mud on the highway as a result of work building the new housing development. Cllr B Jones advised that he had already met with planning enforcement officers to ensure that the developer undertook cleaning of the highway as required by the conditions of the planning permission

Reference was made to other matters including the proliferation of pot holes and problems caused to low vehicles by the speed humps in Belt Road

The County Cllrs advised that due to limited resources highway repairs had to be prioritised and those categorised as low could take a long time to be dealt with

The Chairman reminded everyone of the need to ensure that any highway repairs were reported to the County Council and that this could be done online

A written report was received from the police highlighting current priorities and issues in the Hednesford area. One concern was speeding traffic and it was anticipated that Community Speedwatch would be active again in the near future. It was noted that a new Chief Inspector had been appointed and would be invited to meet with Town Councillors

1. MINUTES

The minutes of the meeting held on 12 November 2019 were approved as a correct record

2. CHAIRMAN'S ANNOUNCEMENTS

The Chairman had attended the opening ceremony of the new B&M store

He reported that he had also attended the Hednesford Town FC Carol Service and the Chairman of Cannock Chase Council's Civic Carol Service

He had officiated at the switch on of the Town Centre Christmas lights on 6 December and placed on record thanks to everyone who had been involved in the organisation and assisted on the night

He announced that the winners of the Best Decorated Window Competition were

- 1st Acorn Florist
- 2nd Gilbert and Days
- 3rd Karakter Kakes

Congratulations were expressed to

The Hednesford Hill's Federation on the opening of the new nursery
Cllr R Kingston on receipt of the Community Champion Award and
Hednesford Royal British Lead on receipt of the Community
Organisation Award

Finally, the Chairman thanked Kingsmead School for allowing the Town Council to hold its meeting at the school

3. TOWN COUNCILLOR RESIGNATION

Consideration was given to expressions of interest in filling the casual vacancy from Ms E M Hunneyball, Mr D Mawle, Mr A R Pearson and Mr R Turville

RESOLVED:

That Ms E M Hunneyball be co-opted to serve as a Town Councillor and Messrs Mawle, Pearson and Turville be thanked for their interest

(Cllr G Jones requested that his name be recorded as having abstained from voting)

4. ELECTION OF MEMBER OF PARLIAMENT FOR THE CANNOCK CHASE CONSTITUENCY

RESOLVED:

That It be noted that Ms Amanda Milling had been re-elected to serve as Member of Parliament for the local area and she be invited to meet with Town Councillors at some point in the future

5. ACTION PLAN/MONITOR AND FUTURE BUSINESS

Consideration was given to this and it was

RESOLVED:

That this be noted and continue to be reviewed with the aim of completing outstanding actions

6. REPORTS FROM PRINCIPAL SPEAKERS

Consideration was given to reports from Principal Speakers

RESOLVED:

a) Communications and Engagement

- i) Refreshed Website
That it be noted that this was operational and would continue to be improved and developed
- ii) Town Council Magazine
That it be noted that arrangements for the publication of the first issue early in the New Year were progressing

b) Homelessness and Vulnerable Adults

Meeting with Cannock Chase District Council and CAB Collaboration
That it be noted that the proposed meetings had still to be organised

c) Highways

That further enquiries be made regarding the parking bays and the situation with regard to large delivery vehicles blocking Market Street

d) Environment

Rewilding
That it be noted that the first area to be selected for rewilding would be in Victoria Street, Hednesford and the offer from students of Kingsmead School to be involved with the implementation of the project be welcomed with thanks

e) Youth and Community Cohesion

Schools Engagement
That local schools who had provided the entertainment for the Christmas event be thanked

f) Community Projects and Events & Chair of Pye Green Community Centre Management Committee

That updates in respect of the following be noted:

Christmas Event – 6 December 2019
Armed Forces Day – 27 June 2020
#VE75 – 8 to 10 May 2020

(Note the Council would consider any necessary funding for events in 2020-21 at its budget meeting on 7 January 2020)

g) Other matters from Principal Speakers

That the thanks from the Principal Speaker on Homelessness and Vulnerable Adults for the Council funding the Chase Lighthouse Christmas lunch be noted

6. 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 listed at Annex 1 be confirmed

b) Commonwealth Games – Update

That this matter be progressed in the New Year

c) Community Grants

That it be noted that applications received were being scrutinised and would be reported to the next meeting of the Council

d) Accounts

That payments made be approved and income received up to 30 November 2019 be noted

7. COMMUNITY GROUPS

Hednesford Lions had organised a seasonal photo booth at the Christmas Event and photographs were in the course of being published

The meeting ended at 7:45 pm

Signed:

Dated:

Annex 1

Council Meeting 17 December 2019 – List of Planning Applications

19/405	Extension and demolition of conservatory – 5 Buckthorn Close	No Objection
19/402	Lawful Use/Development Cert – 34 Berry Hill	Under Consideration
19/398	Advertisement – Tesco Superstore, Victoria Street	Under Consideration
19/389	Two storey side extension- 1 Shaftesbury Drive	No Objection
19/386	Proposed two storey side extension – 3 Mary Street	No Objection
19/378	Notification for Prior Approval for a proposed larger home extension: Erection of conservatory measuring 4m in depth and 3.25m in height (2.35m to eaves) to replace existing - 11 Fisher Street	Under Consideration

Hednesford Town Council

Action Planner/Monitor & Future Business – Council Meeting 7 January 2020

Instigated	Item	Action Required	Current Position	Due Date	Responsible
	Meeting regarding parking at Hednesford Raceway	Meeting to be arranged	It has been impossible to get a response from operator Incarace	?	RK/PH
	Heritage Lottery Bid including use of CIL Monies	To be progressed with HIP	More information awaited	?	PW/PH
	Fencing of Cannock Chase	Consider further public meeting if demanded	Pending	None	
	Bus shelters/stops improvements	To consider what action to take regarding this	For further consideration and has been raised with St Modwen development Pye Green Road. Information sought from Cannock Chase Council & County Council	?	PW/PH

Instigated	Item	Action Required	Current Position	Due Date	Responsible
	PR & Social Media Policy	Policies to be drafted for Council to consider	Under review	11/2/10	PW/PH
	Estimates for 2020-21 and Precept	To be considered	On agenda for determination	7/1/20	PW/GJ/PH/LB
	CCTV Monitoring Form	CCDC asked provide update	CCDC will provide from 1/1/20	11/2/20 and then ongoing	PH
	Youth Engagement	Meeting with students	Completed	17/12/19	KD/PH
10/9/19	DVSA Test Centre	Negotiation with DVSA for use of PGCC as a local test centre	Meeting held with DVSA property officers to discuss practicalities - awaiting response	Not known	PW/RK/PH/LB
10/9/19	Café Kiosk Hedgesford Park	Seek greater use of building for community use	CCDC negotiating with commercial operator. Continue to lobby for greater community use	Not known	PW/PH
	Homelessness and Severe Weather Policy	Meeting to discuss with CCDC Housing Options Team	Meeting requested	11/2/20	DC/PH

Instigated	Item	Action Required	Current Position	Due Date	Responsible
	Ethical Investment Policy	Policy to be drafted for Council to consider	Enquiries being made. But no examples can be found from other local councils	11/2/20	PW/PH
	Internal Audit Review	Review of internal audit arrangements before audit of 2019-20 accounts	Enquiries being made	31/3/20	GJ/PH/LB
	Installation of SID's	Purchase and Installation of 2 SID's	Awaiting installation	11/2/20	PH
Instigated	Item	Action Required	Current Position	Due Date	Responsible
	Climate Emergency Task Group	To recommend proposals for action	Meetings being held	Ongoing	MD
	Rewilding	To identify areas of land for rewilding and/or community orchards and investigate means of funding	Publicity release issued. Further enquiries being made. Location plans to be prepared to identify land ownership. Liaison with Kingsmead concerning first site in Victoria Street	11/2/20 Council Update and ongoing	MD

Instigated	Item	Action Required	Current Position	Due Date	Responsible
	Christmas Event	Preparations for the 2020 event including award of lighting contract	Commenced	11/2/10	LB/PH ALL
	Local Government Boundary Review	To consider the implications of the boundary review of the Cannock Chase District	Views of Cannock Chase Parishes being sought. Responses received indicate support for a comprehensive parish review of Cannock Chase District	2021 ?	PW/PH
	VE75	Coordination of events in connection with this Anniversary	Principal Speaker to update Council regularly	10/5/20	RK
	Armed Forces Day	Event to mark Armed Forces Day in 2020	Ditto	27/6/20	
	Commonwealth Games	Consider opportunities for Hednesford	3 Member panel appointed to pursue and to update Council regularly	11/2/20	PW/AF/MD

Instigated	Item	Action Required	Current Position	Due Date	Responsible
10/9/19	CAB	To explore greater collaboration with CAB	Follow up meeting to be arranged	17/12/19	DC/KD/SJ
12/11/19	Remembrance Sunday	To liaise with Town Organisations regarding the arrangements for future commemorations including marshalling due withdrawal of support from Police	Not commenced	8/11/20	RK
12/11/19	Places of Welcome Organiser	To assist in recruiting a volunteer for this role	Update Council	17/12/19	SJ/ALL
12/11/19	Casual Vacancy	To co-opt a person to fill the casual vacancy on the Council	Completed Ms E M Hunneyball co-opted	17/12/19	PH
12/11/19	Publication of Town Council Magazine	To arrange for publication of first issue	Final funding to be confirmed and content to be agreed	02/20	PW/RK
12/11/19	Highways	Several highway matters to be raised with SCC	Raised with County Council and being pursued	11/2/20	AR
12/11/19	Consultation regarding Cannock Chase	Public meeting with Cannock Chase SAC to be arranged	Request for meeting submitted -but deadline for consultation expired	?	MD/PH

12/11/19	Community Grants	To carry out initial scrutiny of applications and determine Grants to be awarded	Publicity issued inviting applications. Panel reviewing those received. On agenda for meeting on 7/1/20	11/2/20	PH/KD/MD
12/11/19	"Chase Up" Project	To collaborate with Inspiring Healthy Lifestyles in respect of this project	To be commenced	2024	ALL
18/11/19	Provision of cycle racks in town centre	Establish costs and potential sites for cycle racks in the town centre with a view to Council considering installation	Enquiries being made. Subject to approval of a S.106 agreement (re. Land West of Pye Green Road) cycle storage will be provided at the station	?	PW/PH
29/11/19	Disciplinary and Grievance Policies	Review	Consider adopting new models suggested by NALC	1/2/20	PH/GJ
20/11/10	Local Government Pension Scheme – Policy on Exercise to Discretionary Functions	Review	Consider adoption	11/2/20	PH

Instigated	Item	Action Required	Current Position	Due Date	Responsible
2/12/19	Woodland Trust Tree Planting Scheme	Subject to approval from CCDC to consider carrying out tree planting at Anglesey Nature Reserve	Consider participating in scheme	11/2/20	
17/12/19	Invite MP to meet with Councillors	Letter sent	Awaiting response	11/2/20	PH
17/12/19	Invite new Chief Inspector of Police to Council Meeting	Invitation sent	Awaiting response	11/2/20	PH

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Hednesford Town Council – Budget Proposal 2020-2021

What we will deliver within the budget

- All current activity continues
- 3% cost of living increase to salaries
- Two new roles and associated delivery budgets, addressing local priorities as follows:
 - Community Officer @ 3 days per week
 - Town Centre Development Manager @ 2.5 days per week
- These add approximately £45,000 to the running costs of the council
- Doubling the community grants pot open to application, to £10,000
- The releasing of £30,000 of reserves to fund one off community start-up and project costs
- A balanced budget across all cost centres as below

Proposed Budget

RECEIPTS	General	Community	Town	PGCC	TOTAL
Precept	34000	63000	56500	41000	194500
Other income	1164	1305	5455	36656	44580
TOTAL RECEIPTS	£ 35,164	£ 64,305	£ 61,955	£ 77,656	£ 239,080
percentage of precept	17%	32%	29%	21%	
PAYMENTS	General	Community	Town	PGCC	TOTAL
Personnel	26449	31218	29014	33793	120474
Office Costs	1300	615	615	1650	4180
Marketing & Communications	2500	1000	2750	1400	7650
Insurance/Legal/Subscriptions	2110	435	435	2150	5130
Fees & Charges	250	75	75	17582	17982
Councillor Costs	900	250	250	150	1550
Town Activities			28000		28000
Community Events		14000			14000
Community Grants		16000			16000
PGCC Utilities & Rates	1470			13230	14700
PGCC Services				3050	3050
PGCC Equipment & Repairs	100	800	800	4600	6300
TOTAL PAYMENTS	£ 35,079	£ 64,393	£ 61,939	£ 77,605	£ 239,016
SURPLUS/DEFICIT	£85	-£88	£16	£51	£64

The Precept

This investment requires us to increase the precept by a total of £57,000, to a total of £194,500.

Whilst we acknowledge this is a projected increase in the precept as a whole of about one third; we also project that the average elector would see an increase of only around £4 per year.

Community Infrastructure Levy and s106 Spending

The Town Council has an accumulated contribution from developers for projects which improve the town and will be spending some of this on projects which benefit the community including cycle infrastructure, orientation signage and bus shelters. We will seek partnerships with community organisations to help deliver these as a true reflection of the beneficial work bringing the town and its people together under common objectives.

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Hednesford Town Council
P Harrison [Town Council Clerk]
Pye Green Community Centre
Hednesford
WS12 4EP

Bob Kean
Civic Offices
3rd Floor
Cannock
Staffordshire
WS11 1BG

Date: 11 November 2019

Dear Town Clerk

Council Tax Base 2020-21

I have undertaken an initial calculation of your Tax Base and will be recommending it is set at 5,502.18 Band D equivalents (as compared to 5,260.95 in 2019-20)

If the parish sets a similar precept to 2019-20 a 4.4% percentage decrease in the Band D will occur.

I look forward to receiving your precept confirmation by email (Jamesbellingham@cannockchasedc.gov.uk) or in writing as soon as practicable after the relevant parish meeting.

If you know the date of the precept meeting please could you let me know the date?

Thank you for your co-operation in this matter.

Yours sincerely

Bob Kean
Deputy Managing Director

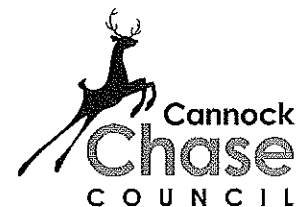
Hednesford Parish Council Tax Charge

	<u>2020/2021</u> Parish Precept	<u>2020/2021</u> Parish Precept	<u>2019/2020</u> Parish Precept
	EXAMPLE USING 2019-20 PRECEPT £	PROPOSED £	ACTUAL £
Precept - amount to be paid to Parish	137,500.00		137,500.00
Amount to be charged to taxpayers	137,500.00	-	137,500.00
Divided by the Tax Base	5,502.18	5,502.18	5,260.95
Amount per Band D Property	24.99	0.00	26.14
Percentage change to last year: Increase / (Decrease)	-4.4%	-100.0%	

Council Meeting 7 January 2020 – List of Planning Applications

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Dear Hednesford Town Council,

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

CCTV Monitoring for Hednesford Town Council

Criminal and non criminal activity

ANTI SOCIAL BEHAVIOUR	6
ASSAULTS	0
AUTOCRIME	0
BURGLARY	0
DAMAGE	0
DISTURBANCE	4
DOMESTIC	0
DRUGS	5
DRUNKNESS	2
GRAFFITI	0
MISSING PERSON	1
SUSPICIOUS	2
THEFT	2
TRAFFIC	0
WELFARE CHECK	0
TOTAL	22
AREAS MONITORED (NON-CRIMINAL)	210
POLICE ADVISED US	12
WE ADVISED POLICE	5
RESOURCE DEPLOYED	4
91% OF MONITORING WAS NON REPORTABLE	
9% OF MONITORING WAS OF OBSERVING REPORTABLE ACTIVITIES TO THE PARISH/POLICE	

ASB occurred at a retail store and in the town.

Drugs were seen to be used on 5 occasions, Police were informed and footage has been viewed, also Hednesford Park reported finding Nitrous oxide canisters on the car park, this was also passed on to Police.

Disturbances included an altercation at an evening venue which was sorted by staff and an alarm was reported which involved an eatery. The Fire Brigade responded – all was ok.

Can I just update you that individual incidents are sometimes recorded twice e.g. ASB may also be recorded as DRUNKENESS (if someone who was drunk was also being verbally abusive) for one incident.

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



CHAPS (Chase Arts for Public Spaces)

Minutes of meeting held on Friday 13th September 2019 at 2.00pm
52, Hatherton Road, Cannock.

Present: Mike Mellor (President and Treasurer); Cllr Pat Ansell (Chair); Cllr Sheila Harding (Vice-Chair); Trish Mellor; Amanda Milling MP; Jenny Dunn; Robert Ford; Louise Rose.

Not present: Alex Smith; Brian Garner

1. **Apologies:** Craig Watts; George Adamson; Lisa Shephard; Peter Harrison; Sharon Jagger.
It was noted that Sam Dewally has left the area and therefore is no longer a member of the committee; thanks were expressed for her service to CHAPS, in particular as secretary and as part of the Commonwealth Games Art Project subcommittee. Sheila Harding has agreed to take on the role of secretary until such time as someone else comes forward to take on the role; we are all grateful to her.
2. **Minutes of the last meeting** held 7th June 2019 were accepted as a true record of that meeting.
3. **Matters arising** – Trish Mellor informed the meeting that Sharon Jagger, due to other commitments, would not be able to attend future meetings. Peter Harrison has suggested Andy Fittes as a representative for Hednesford. All agreed – Trish Mellor to respond.
4. **Officers Reports:**
 - a. **Chair** welcomed everyone to the meeting.
 - b. **Vice Chair:** Elsewhere on the agenda.
 - c. **Treasurer:** Account enclosed. Cheque from A. Walker and Sons has now been presented.
 - d. **President:** National Miners Memorial, Alrewas, Staffordshire. Report from sub-committee meeting held on the 19th August 2019 – enclosed.
5. **National Miners Memorial:**

Mike led a discussion on fund raising for the memorial. Robert reported that so far £250.00 has been donated into the account. In addition, Jenny has a donation from St. Ann's dancing event which she and Robert are to use to underwrite the publication of a calendar of local memorials and garden areas. Profit from the sale of these calendars will be donated to the fund.

Robert and Jenny had produced a draft of a poster and a covering letter to be sent to organisations asking for their support. Some amendments were necessary in order that both items are in keeping with all CHAPS documentation; Trish to make amendments and send to Robert.

Louise asked if there is a crowd funding page in place, she will check out the criteria. Mike said it was hoped that the efforts of the sub-committee to raise funds may be duplicated in other areas. Mike has been in touch with the NMA – Andy Humphries unfortunately will be leaving soon but Mike will be meeting with the new CEO at the NMA who are totally committed to the proposed memorial. Cannock Radicals keen to get involved and is to help Trish set up a Facebook page.

Amanda asked if the BBC have been contacted, she is to liaise with Mike re contacts. Mike responded that he is going to wait a month or so before doing any interviews for local radio or the BBC as by then there will be more to report regarding fund raising, events and interest nationally. Amanda also suggested we contact Support Staffordshire, The National Community Fund, The National Lottery, Heritage Lottery, Coalfields Regeneration and the Co-op regarding possible funding. Sheila and Trish will look into funding through some of Tesco's community funds. Sheila reported that the proceeds from the Lantern Parade and Christmas Concert at Norton Canes are to be donated to the fund.

Our press officer, Mark Shipp, has two further articles ready for publication locally and has had some success in other areas.

6. Hednesford in Partnership:

Trish had heard from Sharon Jagger in her role as Chair, Heart of Hednesford [the group keeps the memorial in Hednesford clean and tidy]. She had been led to believe that we were having some badges made. This related to a query from the group last year; CHAPS had no objection but wished to approve a final design. There is now a design [which we have not approved] though we have heard nothing more regarding the badges.

7. Update of Creative People & Places Bid:

Louise and Lisa wrote on 11th July requesting feed- back from Arts Council England with regard to the failed bid. The feedback received is contradictory to that given when informed that the bid was not successful. Amanda suggested writing to the Minister. A discussion followed with regards to the involvement in the Arts in Cannock Chase area. A lively debate had taken place at The Cannock Chase Arts Council meeting and they are preparing to appeal. Amanda will seek a meeting with the Minister responsible for the Arts.

8. Commonwealth Games Art work:

We are still to continue with the Arts Installation on theme 'Cycle/Recycle' as previously discussed. Sheila is to visit Norton Canes High School; Trish to speak to her contacts; Louise to speak to St. Luke's; Mike to contact Bridgtown School regarding schools' involvement in the project.

A discussion followed about how we can make these art panels a lasting legacy. It was suggested that after the Commonwealth Games they may be sighted at Marquis Drive. Lisa will inform the Commonwealth games organisation of our plans as soon as it is possible for her to do so. Mike asked if the cycle tracks will remain, as a lasting legacy, following the Games; Amanda thought this would not be the case.

9. Future Projects:

- a. Beaudesert Hall to stay on the agenda.
- b. V.E. Day celebrations 8 – 10th May 2020 may be a way of highlighting the NMA project.
- c. Consider leaflets in the WW1 hut on Cannock Chase – Trish to investigate.

10. A.O.B.

Mike will contact Alex and Bryan to ascertain their position on the committee; Alex last attended a meeting on 22nd April 2016; Bryan last attended 13th April 2018.

11. Date of next meeting – Friday 13th December 2019; 2.00pm at 52, Hatherton Road, Cannock



CHAPS (Chase Arts for Public Spaces)

Minutes of the meeting held
Friday 13th December 2019 at 2.00pm
52, Hatherton Road, Cannock.

1. Present: Sheila Harding, Vice Chair; Mike Mellor, President, Treasurer; Trish Mellor, acted as secretary; Craig Watts; Robert Ford
Apologies: Pat Ansell, Chair; Amanda Milling MP; Jenny Dunn; Andy Fittes
2. Minutes of last meeting held 13th September 2019 were accepted and signed with one amendment: item 5 should refer to Jason Humphries, not Andy Humphries
3. Matters arising if not appearing elsewhere on the agenda – there were none.
4. Officers reports:
Chair/Vice Chair – no report
Secretary – Sheila confirmed that we need to send in our request for a grant from Chase Arts Council by mid January 2020
Treasurer – report attached
President – no matters other than those elsewhere in the agenda
5. National Miners Memorial, NMA, Alrewas –
Mike updated the committee regarding dialogue with the NMA – report attached along with copy of email received from Andy Ansell at the NMA. The main point within this is that the site has now been approved.

Decisions made were: to accept option 2 regarding maintenance costs. Mike had included £28,500 in the budget, option 2 will cost us £27,676.90
Mike will ask Andy de Comyn to take out insurance to cover any likelihood of his not being able to carry out maintenance for the first 10 years of the life of the monument. Funds available in the budget as set out above.

The committee agreed the proposed wording from the NMA [see attachment]

It was agreed that a request for funds from Chase Arts Council would be made to cover the cost of the photographic image required as mentioned in Mike's report.

Fundraising Robert updated the committee: now £2,725 in the bank which includes £250.00 from the Self Help Slimming Club, £275.00 from a Ladies' Guild coffee morning and raffle, a tin collection amongst other things.
The calendars have sold very well, Littleton ex-miners club has been pro-active in this; The group is going to make a donation towards the cost of the memorial.
2 events are already planned for next year: A Dance on Easter Monday and an afternoon tea with speaker Ken Valentine on 3rd November 2020.

The Facebook page is active, Andy Burn from Chase Radio helped Trish to set this up. To make it more effective every committee member is asked to like and follow the page: www.facebook.com/chaseartsforpublicspaces and to share items from the page

on their personal facebook as well as asking anyone else they know to 'like' the page and help spread the word.

The committee approved setting up a donate button on our Facebook page, this has to be done in Robert's name so that we do not incur heavy costs, this way, costs will be 1.5%. As soon as this is done Trish and Sheila will begin to contact all those who have previously bought bricks, giving them the information.

Craig asked if it might be possible to include on the donate section a certificate or similar for supporters to print – Trish will investigate.

In the new year we need to have a big push, nationally as well as locally:

- Meet with Museum of Cannock Chase, ask for their support and any contacts with Mining Museums they may have
- Apply for funding to Morrisons' and Tesco's
- Contact Waitrose & Asda re their charity/group support boxes
- Try again to get the NUM on board

Event Lea Hall Club 2nd February 2020: an auction of Mining memorabilia. We've been offered a table on the day which we'll accept. Need to have information about the project, written and visual and donating opportunities. Trish to confirm our involvement.

6. Hednesford in Partnership – nothing to report
7. Update on Creative People & Places – Lisa Shepherd not present; ask for her or Louise to report at the next meeting
8. Commonwealth Games Art Work – mountain biking on Cannock Chase, July/August 2022 No progress so far, difficulty getting schools on board. Input needed from Lisa and Louise
9. Possible future projects for CHAPS –
 - a) Beaudesert Hall – nothing to report
 - b) Norton Canes, Grove Colliery Site – Sheila has put forward a possible project to erect a memorial which has the names of the 14 miners who lost their lives in the 1930 tragedy at Grove Colliery.
 - c) CEMA Norton Canes – the committee agreed to keep this item on the agenda
10. AOB – Mike and Trish have been unable to raise any response from Alex Smith or Brian Garner. As a final attempt Trish will write to them both. If they do not respond or come along to the AGM on 7th February 2020 we will deem their membership of the committee to have ended
11. Date of next meeting: **AGM - Friday 7th February, 2020**, 2.00pm; to be followed by a general meeting [*please note, incorrect month of April was put on the Agenda*]