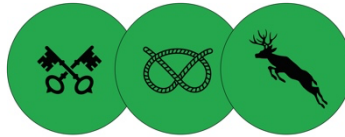


Hednesford Town Council



Gateway to the Chase

29 September 2021

Dear Councillor,

A Meeting of the Town Council will be held at **7:00 pm** on **Tuesday 5 October 2021** at Pye Green Community Centre.

You are invited to attend for consideration of the matters shown on the attached agenda.

Members of the public can join the Zoom link to observe the meetings and ask any questions in the public participation section of the meeting only.

Via Zoom following the weblink:

<https://us02web.zoom.us/j/82623239486?pwd=ZkhGQUhFRGFJbDErV2lEUjZoMlhQdz09>

Meeting ID: 826 2323 9486

Passcode: 203550

Yours sincerely

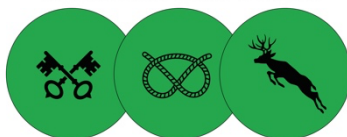
Michelle Baker
Operations & Regeneration Manager

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)

Hednesford Town Council



Gateway to the Chase

HEDNESFORD TOWN COUNCIL

FULL COUNCIL MEETING

5TH OCTOBER 2021, 19:00HRS

*To be held at Pye Green Community Centre, Bradbury Lane, Hednesford
The public are invited to attend the meeting by Zoom
The meeting will live stream on the Council Facebook page*

AGENDA

Items from the Public

1. Apologies
2. Declarations of Interest
3. Minutes
 - I. To review and approve the minutes of the Full Council Meeting held on 7th September 2021 (enclosed agenda pages 4 to 6)
4. Mayor's Announcements
 - I. HednesFIT throughout September
 - II. September Farmers and Craft Market
 - III. New shop openings
5. Items from the Mayor
 - I. Committee membership (officially propose / second LH, DM, AR) as not undertaken last month for:
 - PGCC Committee
 - Regeneration and Community Committee
 - Finance, Personnel and Operations Committee
6. Items from the Operations and Regeneration Manager
 - I. Council to consider paper on HednesFIT (enclosed agenda page 7 to 9)
7. Reports from Committee Chairs and Principal Speakers

Regeneration and Community Committee Chair – Cllr Paul Woodhead

 - I. Council to consider paper on CIL Funding use for Free Bus Travel (enclosed agenda page 10 to 14) *plus confidential appendix*

Finance, Operations and Personnel Committee Chair – Cllr Sharon Jagger

 - I. Remembrance Sunday Parade – verbal update

Spokesperson for Planning – Cllr Sharon Jagger

- I. Council to note the planning applications (enclosed agenda page 15 to 16)

Mayor Cllr Emma Hunneyball

- I. Council to consider the paper on Provision of Bleed Kits (enclosed agenda page 17 to 19)

Any Other Business

8. Items for Information and next agenda

- I. Station update

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

10. Private and Confidential Business

- I. Council to consider paper on Market Assistant (enclosed agenda page 20 to 24) – M Baker
- II. Council to consider paper on Asset of Community value (enclosed agenda page 25 to 26) *plus confidential appendix* - Cllr Woodhead
- III. Personnel



**MINUTES OF THE MEETING OF
HEDNESFORD TOWN COUNCIL**
Tuesday 7th September 2021 at 20:00

***To be held at Pye Green Community Centre
The public are invited to attend the meeting by Zoom
The meeting will live stream on the HTC Facebook page***

Present: Cllr Emma Hunneyball (Mayor), Cllr Kathryn Downs (Deputy Mayor), Cllr Mandy Dunnett, Cllr Debbie Cartwright, Cllr Arthur Roden, Cllr Paul Woodhead, Cllr Garry Jones, Cllr Sharon Jagger, Cllr Laura Harrison, Cllr Darrell Mawle.

In Attendance: Officers: Michelle Baker (Operations and Regeneration Manager), Ginetta Adams (Pye Green Community Centre and Council Administration Officer).

Members of Public: Joanne Roden (resident), Lynn Evans (CCDC), Darrell Mawle (co-opted during meeting)

1. Items from the Public

I. Control the bleed kit statement from resident

Joanne Roden raised concerns, that full council had agreed in August 2020 to spend £1400 on bleed kits and cabinets, and yet these were not yet in agreed locations, and that they were not the official Daniel Bear Foundation kits which are recognised by emergency services.

II. CCDC informing HTC on forest plans

Lynn Evans spoke on behalf of CCDC, she advised there will be a public consultation on Bradbury Lane Saturday 2nd October, 11am-2pm, to discuss the planting of 4000 saplings to create a small woodland on land outside fives on Bradbury Lane, planting is to take place in November.

2. Apologies

None

3. Declarations of Interest

None

4. Minutes

I. To review and approve the minutes of the Full Council Meeting held on 3 August 2021 (enclosed agenda pages 4 to 6)

Proposed by Cllr Sharon Jagger, **Seconded by** Cllr Debbie Cartwright
Resolved minutes approved. By 9 votes, Cllr Arthur Roden abstained

5. Mayor statement

I. Councillor co-option recap and summary

Cllr Hunneyball said we had 4 great candidates for co-option, Laura Harrison received the most votes and was co-opted onto the council. It was decided that if an election was not called for the second vacancy, the candidate with the second highest number of votes (Darrell Mawle) would be co-opted on to Council.

6. Proper Officer

I. Official co-option of Darrell Mawle

Michelle Baker read out a declaration, Darrell Mawle read and signed the Declaration of Acceptance to Office Form and joined the meeting as a Councillor.

7. Mayor's Announcements

II. Welcome Cllr Laura Harrison and Cllr Darrell Mawle to first Council meeting

Mayor Hunneyball welcomed the new Councillors and said how she was looking forward to working with them.

III. HednesFIT

The new free Yoga in the park initiative was welcome as a fantastic addition to Hednesford.

IV. August Farmers and Craft Market

Another fantastic Market with 8,000 visitors between 10am – 2pm.

V. Summer Festival

Thanks were given to Hednesford in Partnership for hosting this event.

VI. Stookies Alley, Bloomin' Cannock Chase competition

Cllr Downs enthused how the community had worked together to create a tyre garden and pleasant walkway from this neglected part of the town.

VII. Councillor co-option recap and summary

A report from the PCSO was included for consideration, it is hoped they would be able to attend future meetings.

8. Items from the Mayor

I. Committee membership for 2 x new Councillors and appoint new Chair for

PGCC committee:

• PGCC Committee

Cllr Debbie Cartwright nominated as Chair, Cllr Jagger Proposed, Cllr Harris Seconded.

Resolved by unanimous vote.

Chair Cllr Cartwright, Members Cllr Downs, Cllr Dunnett and Cllr Harrison

• Regeneration and Community Committee

Cllr Jagger stepped down from this Committee

Chair Cllr Woodhead, Members Cllr Hunneyball, Cllr Downs, Cllr Mawle Cllr Dunnett.

• Finance, Personnel and Operations Committee

Cllr Roden advised that upon reflection he wanted to stay on this committee, no objections were raised.

Chair Cllr Jagger, Members Cllr Woodhead, Cllr Jones, Cllr Roden.

9. Items from the Operations and Regeneration Manager

I. Update on projects approved for funding under the government Reopening

High Streets Safely and Welcome Back funds – verbal update

Michelle Baker read through the projects that had been successfully funded and these included:

- HednesFIT – free yoga throughout September
- Bumblebee the Transformer
- Halloween characters for the October market
- Climbing wall
- Life size snow globe
- Nutcracker trail for 6 weeks
- Father Christmas
- T-rex dinosaur
- Magician
- Reusable shopping bags branded as Visit Hednesford
- New town centre planters

10. Final 2020/21 AGAR report

I. Council to consider the external auditor's report - update by Cllr Garry Jones

Cllr Jones discussed the Mazars report, and the points raised by the auditors, which were all expected, and it had been an improvement from the previous audits.

Vote: Proposed by Cllr Jagger, Seconded by Cllr Woodhead.

Resolved AGAR report approved. by 9 votes, Cllr Jones abstained.

11. Reports from Committee Chairs and Principal Speakers

Regeneration and Community Committee Chair – Cllr Paul Woodhead

I. A Library of Things initiative – Cllr Woodhead wanted to explore the idea of a library of things to borrow, such as tools or Gardening equipment, it was decided that this was not an idea that the Council would like to adopt, it should be a community initiative.

Planning – Cllr Sharon Jagger

I. To consider the attached list of planning applications (enclosed agenda page 7) – Cllr Jagger brought to the attention of Councillors the current planning applications.

II. To consider the attached paper on Planning Decisions (enclosed agenda pages 8 to 9) – We have not previously brought the outcome of planning to the meetings; it was suggested that this would be of benefit to bring results future meetings.

Proposed by Cllr Woodhead **Seconded by** Arthur Roden

Resolved by unanimous vote for a report to be raised

Any Other Business

I. Raising awareness of autism and special needs in the community - verbal update by

Cllr Laura Harrison – Cllr Harrison spoke passionately about the need to bring Autism awareness to Hednesford, Market Street, and the possibility of using PGCC.

12. Items for Information and next agenda

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

14. Private and Confidential Business

I. To consider the attached paper on a PGCC income opportunity (enclosed agenda pages 10 to 14) – Cllr Paul Woodhead

The Possibility was discussed of outsourcing an events manager for Pye Green Community Centre, it was decided to pass this onto the PGCC Committee to discuss this further.

Resolved by unanimous vote to take to PGCC Committee

Report To:	Full Council	Date:	29 th September 2021
Title:	Continuing the HednesFIT initiative		
Anticipated Time:	15 Minutes	Action:	For Decision
Confidentiality:	Public	Priority:	High Priority

Summary

Hednesford Town Council launched 'HednesFIT' as a free community fitness initiative throughout September 2021. It was a free exercise class held outdoors and was open to people of all ages and abilities. The free yoga classes took place every Tuesday and Sunday morning from 9.30am – 10.30am in Hednesford Park and were widely promoted on the Visit Hednesford and Hednesford Town Council social media pages.

The 8 classes were well attended and demonstrated an desire from the community to attend classes that were not dependent on a membership / fee. Some attendees had cited cost as a prohibiting factor in being able to attend exercise classes ordinarily and the HednesFIT initiative meant that the fitness class was not restrictive based on income and was open to all.

As the one month project has concluded, there is now the opportunity for Hednesford Town Council to invest in the project from October – March 2021 and host the event indoors at Pye Green Community Centre.

Whilst the free yoga classes had been hosted in Hednesford Park throughout September, the weather conditions during October to March would affect the classes and moving the class indoors would prevent the likelihood of cancellations.

Recommendation(s)

The Pye Green Community Centre Committee has discussed and recommend that the HednesFIT free yoga continues on a Sunday morning from October - March in the large hall at PGCC.

The hall is currently unoccupied every Sunday morning.

Relevant Issues and Implications

Financial

The cost of hosting the Sunday morning yoga would be 23 weeks X £50 = £1,150.00 for the host of the yoga instructor(s).

The cost of the room hire is £14 per session and if the hall was allocated for the HednesFIT class there would be a potential loss of income at PGCC of £322.00.

Users could donate to an honesty box if they wish and this could offset some of the cost.

Value For Money	Good value for money as the class would be accessible for the entire community, regardless of financial position.
Risk & Control	The scheme could be reviewed bi-monthly and cancelled if take-up was low / non-existent.
Health & Safety	The yoga instructor(s) have their own public liability insurance.
Legal	No risks identified.
Human Resources	No risks identified.
Equal Opportunities	No risks identified.
People (Public, Centre Users and Councillors)	<p>There are two existing yoga classes that are held at PGCC during the week. Hednesford Town Council would not be running the HednesFIT scheme on the same days and would also be offering a beginner level of yoga in comparison to the more advanced classes currently held at PGCC.</p> <p>There is scope for the HednesFIT free Sunday yoga scheme to signpost users to the two other classes as users gain confidence and wish to progress in their ability.</p>

1.	Introduction
1.1	In September 2021 Hednesford Town Council launched and delivered HednesFIT which comprised of free yoga in Hednesford Park. The two classes per week were held on a Tuesday and a Sunday morning at 9.30am. The classes were free to attend.
1.2	The 8 classes were taught by 3 separate instructors at a cost of £50 per one hour session. This was funded from the EU Welcome Back fund that is administered by Cannock Chase District Council.
1.3	Each class was well attended and attendance numbers ranged from an average of 30 people per class up to a maximum attendance of 78 on one of the Sundays.
1.4	HTC acknowledge that the scheme was beneficial to the community in terms of fitness, mental health and wellbeing.
1.5	Now the one month initiative has concluded the Council is able to support the project throughout the winter months October – March with a view of re-launching the yoga in the park in the new financial year, subject to Council approval in 2022.
1.6	The three yoga instructors have been consulted and they would be happy to support the project and run the classes at PGCC.
1.7	HednesFIT attendees have been consulted and they support the project continuing.
2.	Proposal

2.1	To approve the continuation of HednesFIT free yoga every Sunday from October – March. The one hour classes would be hosted at PGCC.
3.	Options
3.1	Conclude the one month initiative.
3.2	Support the initiative and roll-out indoor sessions at PGCC from October 2021 to March 2022 at a cost of £1,150.00 (plus loss of PGCC income of £322.00).
4.	Conclusion
4.1	As the HednesFIT one month initiative has highlighted the demand for free exercise classes locally there is scope for Hednesford Town Council to support the project and roll-out from October – March.
5.	Recommendation(s)
5.1	To approve the extension of HednesFIT free yoga every Sunday from October – March. The one hour classes would be held at PGCC. This would cost £1,150 for the yoga instructors and incur a loss of PGCC income of £322.00.

Appendices
None.

For more information on this proposal please contact: Michelle Baker, Operations and Regeneration Manager, Hednesford Town Council



Report To:	Full Council	Date:	4 October 2021
Title:	CIL Funding use for Free Bus Travel		
Anticipated Time:	20 Minutes	Action:	For Decision
Confidentiality:	Public	Priority:	High Priority

Summary

CIL funding is accumulated from developer contributions from new house building in our Town and the Town Council is allocated a proportion to use for the benefit of the community. This can be used in many ways but is non-recurring income.

This proposal is to fund free bus travel on days where there are events for a limited period through to Christmas with a view to evaluating the scheme with the potential to extend for all events through 2022.

Recommendation(s)

That £5,000 of CIL funding be allocated to the scheme associated with free bus travel as the "Hednesford Day Saver" ticket for specified bus routes (25,26,62,63) on days of events in the town through October, November and December. Working with Chaserider to facilitate the ticket, monitoring information and application of the project.

Relevant Issues and Implications

Financial	<p>This will spend up to £10,000 of CIL funding and not impact on the general budget and precept expenditure.</p> <p>The actual amount will depend on the uptake of the ticket and the amount suggested is based on estimates discussed with Chaserider</p>
Value For Money	<p>Spending the CIL funding on this project will support the community of Hednesford traveling the bus routes, ease pressure on car parking on event days, support the Council's zero carbon ambitions for the community, support events in the town</p>
Risk & Control	<p>There may be excessive use of the tickets but these can be turned off by Chaserider if needed. We can monitor use after each event and refine the promotion as a Hednesford ticket even though there is potential use along each route</p>

Health & Safety	No implications here
Legal	No implications here
Human Resources	No implications here beyond processing the invoice from Chaserider
Equal Opportunities	Creates increased opportunity for all the community to travel to events and around the town regardless of financial means
People (Public, Centre Users and Councillors)	The community and traders of Hednesford will benefit from the free bus travel

1.	Introduction
1.1	CIL funding is accumulated from developer contributions from new house building in our Town and the Town Council is allocated a proportion to use for the benefit of the community. This can be used in many ways but is non-recurring income.
1.2	This proposal is to fund free bus travel on days where there are events for a limited period through to Christmas with a view to evaluating the scheme with the potential to extend for all events through 2022.
1.3	We have a series of events planned for the remainder on 2021 Farmers and Craft Markets on 30 th October 27 th November, 11 th December, Christmas Lights 3 rd December and Small Business Saturday 4 th December.
1.4	Through 2022 we will have these events plus the Summer Festival and maybe others which could benefit from a bus service to alleviate parking congestion in the town.
1.5	Bus travel is the preferred method of travel alongside active travel of cycling and walking as well as mass transit along the train routes if we as a community or society are going to move to a carbon free future. With fare costs increasing, falling passenger numbers and the withdrawal of support from the County Council these are challenging times for the bus travel.
2.	Proposal
2.1	To encourage the use of the bus service a conversation has been convened with the local bus service provider – Chaserider to explore options for offering free bus travel for the benefit of Hednesford inspired by the approach of Herefordshire County Council https://www.herefordtimes.com/news/19552308.major-changes-herefordshire-bus-services-free-trips-start/

2.2	Following an initial exchange of emails a meeting was held with Chaserider to discuss what was possible and what scale of costs might be involved.
2.3	Hednesford is serviced by four bus routes which travel through the town on a Saturday by Chaserider and an additional Monday – Friday service (number 23) by Select. The Chaserider services 25 & 26 travel a circular route through Pye Green to Cannock, the 63 travels Cannock to Rugeley and the 62 Cannock to Lichfield. Each route covers different road and stops in Hednesford and details can be found on the Chaserider website https://www.chaserider.co.uk/
2.4	See confidential appendix for usage information
2.5	Options were discussed around funding every Saturday on a similar basis to Herefordshire; funding getting on or off at specific stops; the area coverage in bus zone terms; a Hednesford “Oyster” card
2.6	Chaserider have functionality within their ticketing system to allow tickets to be created around specific criteria including the time and date of use as well as the routes and to some degree the stops. Tickets can also be created to reflect a specific charge rate and potentially recharge the whole or part of a ticket to a partner organisation.
2.7	<p>Discussion developed around a the provision and funding of a Hednesford day-saver ticket to be wholly funded by Hednesford Town Council on a Saturday. This would be a Chaserider journey rate which is part way between an adult ticket rate and child rate of and using the numbers of people of people using the services on a chargeable day ticket on the market day with a further uplift from these 300 journeys by 30% to 400 journeys would give an anticipated daily expenditure if successful of £700. If this was done for every Saturday in the year this funding would need £36,400 per year and likely more if used regularly to move beyond this.</p> <p>If used for a defined number of annual events (12 Markets and 6 other events through out the year) this would equate to £12,600</p> <p>A trial period of the five events left in 2021 would cost approximately £3500, with some contingency for increased and successful use would be £5000.</p>
2.8	<p>Chaserider would create a QR code which could be used as designed and co-labelled ticket with the HTC and Visit Hednesford branding as well as Chaserider. It would clearly indicate that it would only be valid on Chaserider services 25,26,62,63 on days specified for the events. With the design looking like a standard ticket it could be promoted as a cut-out in Hednesford Life and promoted as a printable version on social media. The same ticket could be used repeatedly for a travelling family.</p> <p>Any promotion would need to be clearly and deliberately aimed at Hednesford residents and community for the days of the promotion.</p>

2.9	This proposal would have consequential benefits beyond the financial saving of travel by encouraging people out of private cars for the local short journeys will help alleviate the pressure on car parking in the town during events, reduce the carbon footprint of the community and may encourage the increased use of public transport beyond the promotional days.
2.10	To support the evaluation of the proposal over the time of the trial and beyond Chaserider can provide detailed usage information.
2.11	This proposal is about the development of a regular events plan at PGCC for HTC whilst allowing staff to continue to deliver the wider priorities of the Council around regeneration and community engagement. This should not be taken as any kind of judgment that existing staff cannot organise such events only that the Council has a significant vision and plan for the future of the town which requires resources to be directed towards other activities in delivering that vision. The ongoing hard work of staff to develop regular hire in conjunction with the PGCC Committee is recognised, appreciated and should continue.
3.	Options
3.1	<p>a. Use the CIL money to fund a trial of free buss service on the event days as discussed in this paper and review towards the end of the period to make a further decision of future funding at the January 2022 meeting (£5000)</p> <p>b. Use the CIL money to fund a more extensive trial for every Saturday through to the end of the year (£10,000)</p> <p>c. Use the CIL money to fund free bus services for all events through to the end of 2022 (£15,000)</p>
3.2	Use CIL money through the remainder of the municipal year and evaluate an ongoing project to include in the precept expenditure should the trial be successful and the Council wish to continue it as business as usual
3.3	Use CIL money to discount the bus travel rate to a fixed rate. For example £1 or 50p and the Council fund the balance on the journey costs at the full agreed rate with Chaserider
3.4	Not proceed with this use of CIL funding
3.5	Shelf the idea and explore other funding options
4.	Conclusion
4.1	The provision of a free bus service would further help develop Hednesford as a destination town building on the exciting and successful events program and prosperity in the town centre. This

	would cement our reputation as a progressive council delivering for the community of Hednesford and leading the community engagement
5.	Recommendation(s)
5.1	That £5,000 of CIL funding be allocated to the scheme associated with free bus travel as the "Hednesford Day Saver" ticket for specified bus routes (25,26,62,63) on days of events in the town through October, November and December. Working with Chaserider to facilitate the ticket, monitoring information and application of the project.

Appendices
Confidential appendix for Councillors only

For more information on this proposal please contact:
Paul Woodhead
07930 120077
Paul.woodhead@hednesford-tc.org.uk



September 2021 - PLANNING APPLICATIONS & COMMENT/RESPONSE

** Planning Applications lodged with Cannock Chase District Council can be found at:

<https://planning.agileapplications.co.uk/cannock>

APPLICATION REF	LOCATION / DESCRIPTION	RESPONSE
CH/21/0359	5, Daisy Bank, Pye Green, Cannock, WS12 4SP Householder Prior Notification Description: Larger Home Extension; replacement conservatory/orangery (4m)	Unregistered Application. No documents yet lodged.
CH/21/0362	117, Bond Way, Cannock, WS12 4SW Description: Two storey side extension	No adverse observations
CH/21/0365	503, Rawnsley Road, Cannock, WS12 1RA Description: Prior approval for a larger home extension - rear single storey extension (4.5m) following demolition of conservatory & rear kitchen.	No adverse observations
CH/21/0369	16, Bond Way, Cannock, WS12 4SN Description: Proposed 2 storey side extension with single storey rear extension	No adverse observations
CH/21/0370	4, White Bark Close, Pye Green, Cannock, WS12 4SY Description: Two storey side extension including integral garage	No adverse observations
CH/21/0378	Land to the west of Pye Green Road, Pye Green Road Retail Parade, Pye Green Road, Hednesford, Cannock Description: To display Co-op signage on the new retail building, illuminated logo's, non illuminated letters. Illuminated projector & non illuminated wall sign	No adverse observations

APPLICATION REF	LOCATION / DESCRIPTION	RESPONSE
CH/21/0379	306, Green Heath Road, Green Heath, Cannock, WS12 4HB Description: Single storey rear extension and side garage extension to semi-detached dwelling	No adverse observations
CH/21/0389	7, Chancery Drive, Hednesford, Cannock, WS12 4RE Description: Ground floor front extension with first floor side extension	No adverse observations
CH/21/0382	REAR OF: 43, Market Street, Hednesford, Cannock, WS12 1AY [currently Karakter Kakes] Description: Change of use from retail storage to 1 studio apartment	No adverse observations
CH/21/0393	HEDNESFORD GREEN HEATH: 2 Sanders Drive, Hednesford WS12 4GJ Description: Garage conversion with main entrance door being brought forward	Unregistered application. No documents yet lodged.

Report To:	Full Council	Date:	5 th October 2021
Title:	Provision of Bleed Kits		
Anticipated Time:	10 Minutes	Action:	For Decision
Confidentiality:	Public	Priority:	High Priority

Summary

The purpose of this item is to bring to a conclusion discussions around the provision of Bleed Kits* in Hednesford Town Centre. Council decided in 2020 to support the provision of Bleed Kits, but this decision has not yet been implemented.

Current Position

- In February 2020 Cllr Roden raised the idea of Bleed Kits at an informal meeting
- Cllr Roden wished to purchase kits from the Daniel Baird Foundation (DBF) to address any general need to treat a serious bleed
- In August 2020 Council received a demonstration of Trauma kits from MediArb, which meet a more specific need to treat a serious bleed
- In Q4 2020 Council supported the idea of obtaining kits, but did not provide a steer on supplier
- In January 2020 two kits were purchased from MediArb
- A Hednesford Life article summarised Council's decision, but provided details of the kits provided by DBF
- Cllr Roden feels MediArb kits do not address the need he originally raised
- In September 2021 a member of the public raised questions around kit provision and the communication of Council's intent to the community. Cllr Hunneyball met separately with the member of the public
- On 24th September a member of the public undertook the installation of a DBF kit outside the Lightworks. The kit is registered with the Emergency Services
- On 27th September confirmation was received that MediArb have provided a refund for kits purchased but not yet received
- Council is requested to consider what further action is required to fulfil the original intention of providing bleed kits to the community in Hednesford

It is important to note that this item does not seek to revisit or unpick Council's decision in 2020. The item seeks to clarify how Council's decision should be implemented.

**It is acknowledged that the title of these kits varies by supplier and by contents provided. For the purpose of brevity, the catch-all title of "Bleed Kits" is used here.*

Recommendation(s)

Full Council is recommended to agree that Emergency Services guidance be sought to establish

- How many kits are appropriate for Hednesford Town Centre
- What appropriate locations are recommended

If the number of kits recommended exceeds the current number installed in town, Council is recommended to confirm the purchase of another kit (and cabinet if appropriate) to supplement provision. A steer on provider is to be taken from Emergency Services.

Before the purchase and installation of kit, Council is recommended to agree that an implementation approach be drawn up covering not only the installation (including discussions with landlords), but the ongoing maintenance of any kits purchased by Council.

Relevant Issues and Implications

Financial	Council purchased two kits in 2020 for £480, which has since been refunded. If the purchase of kit is required there may be a cost impact but this should not exceed the amount previously spent
Value For Money	Appropriate supplier has to date been a subjective argument based on opinions of Councillors. Seeking Emergency Services guidance will provide expert input ensuring Council invests in the right solution
Risk & Control	An implementation approach will detail the ongoing maintenance of any kits purchased, as contents are used or expire
Health & Safety	Provision of the kits is intended to improve health and safety provision in the town
Legal	<i>No impact identified</i>
Human Resources	<i>No impact identified</i>
People (Public, Centre Users and Councillors)	A clear decision will provide clarity to the public

1.	Introduction
1.1	Full Council previously decided to provide bleed kits in Hednesford. The decision has not yet been implemented, and Council is requested to determine the way forwards
2.	Proposal
2.1	A member of the public has installed a kit and cabinet. Council is to consider what further action is required to complete the provision of kits

3.	Options
3.1	Do nothing. Agree that there is now a kit in the town centre which meets the stated need. This option is not recommended as it does not do due diligence to the Council's intent to ensure appropriate provision
3.2	Re-order the Medi-Arb kits and arrange for installation and training, providing a clear rationale for the choice of supplier. This option is not recommended as it relies on Councillors' opinion on appropriate supplier, and does not establish what provision is appropriate for Hednesford
3.3	Order DBF kits and arrange for their installation. This option is not recommended as it relies on Councillors' opinion on appropriate supplier, and does not establish what provision is appropriate for Hednesford
3.4	Agree to seek Emergency Services guidance on an appropriate provision for Hednesford. If further kits are recommended, compose an implementation plan, including ongoing maintenance of kit purchased by Council, and undertake the purchase of kit not exceeding £480 (the amount refunded by MediArb). Any incremental demand would require discussion against the 2022 budget provision, or grant funding
4.	Conclusion
4.1	Council's original decision has not yet been implemented, and communication around provision has been unclear. Council has the opportunity to ensure the original intent, of ensuring provision of bleed kits in the town, is met.
5.	Recommendation(s)
5.1	Agree option 3.4 above. Action to liaise with Emergency Services to sit with Cllr Hunneyball.

For more information on this proposal please contact:
Cllr Emma Hunneyball Mayor of Hednesford