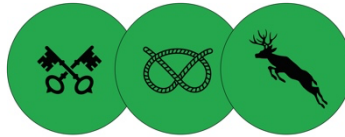


Hednesford Town Council



Gateway to the Chase

1 September 2021

Dear Councillor,

A Meeting of the Town Council will be held at **7:00 pm** on **Tuesday 7 September 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.

Via Zoom following the weblink:

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

Meeting ID: 826 2323 9486

Passcode: 203550

Yours sincerely

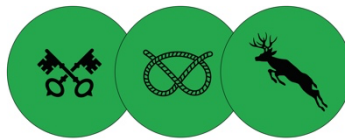
Michelle Baker
Operations & Regeneration Manager

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

7 SEPTEMBER 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

1. Items from the Public
 - I. Control the bleed kit statement from resident
 - II. CCDC informing HTC on forest plans
2. Apologies
3. Declarations of Interest
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)
5. Mayor statement
 - I. Councillor co-option recap and summary
6. Proper Officer
 - I. Official co-option of Darrell Mawle
7. Mayor's Announcements
 - II. Welcome Cllr Laura Harrison and Cllr Darrell Mawle to first Council meeting
 - III. HednesFIT
 - IV. August Farmers and Craft Market
 - V. Summer Festival
 - VI. Stookies Alley, Bloomin' Cannock Chase competition
 - VII. Councillor co-option recap and summary
8. Items from the Mayor
 - I. Committee membership for 2 x new Councillors and appoint new Chair for PGCC committee:
 - PGCC Committee
 - Regeneration and Community Committee
 - Finance, Personnel and Operations Committee

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

10. Final 2020/21 AGAR report

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

11. Reports from Committee Chairs and Principal Speakers

Regeneration and Community Committee Chair – Cllr Paul Woodhead

- I. A Library of Things initiative – verbal update

Planning – Cllr Sharon Jagger

- I. To consider the attached list of planning applications (enclosed agenda page 7)
- II. To consider the attached paper on Planning Decisions (enclosed agenda pages 8 to 9)

Any Other Business

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

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



**MINUTES OF THE MEETING OF
HEDNESFORD TOWN COUNCIL**

Tuesday 3rd August 2021 at 19:00

***Pye Green Community Centre, Bradbury Lane, Hednesford
The meeting was live streamed on the HTC Facebook page***

Councillors Present (in alphabetical order):

CLlr Debbie Cartwright
CLlr Kathryn Downs (Deputy Mayor)
CLlr Mandy Dunnett
CLlr Emma Hunneyball (Mayor)
CLlr Sharon Jagger
CLlr Garry Jones
CLlr Arthur Roden
CLlr Paul Woodhead

Officers In Attendance (in alphabetical order):

Michelle Baker, HTC Operations and Regeneration Manager, Sandie Morris, HTC RFO.

Members of Public:

Candidates for Councillor co-option
Alan Pearson, Laura Harrison (with guest), Ron Turville (with guest), Darrell Mawle.

1. Apologies

Ginetta Adams, HTC Community Centre and Administration Officer.

2. Declarations of Interest

CLlr Garry Jones stated that as Support Staffordshire CEO he would exclude himself from the final Agenda item on the Community Officer employment and the decision on whether that arrangement continues through Support Staffordshire.

3. Minutes

I. To review and approve the minutes of the Full Council Meeting held on 6 July 2021 (enclosed agenda pages 3 to 5)

Resolved – Minutes approved as a true record.

4. Mayor's Announcements

I. Fifth Farmers and Craft Market 31 July

Another successful market with 42 stalls, with some new traders and positive feedback from the community. There were some questions on the height restrictor barrier to the car park, which has now been resolved. We are still looking at toilet facilities for shoppers but it was noted there are facilities open to the public in Bellas, Wetherspoons and Tesco. It was also noted that other towns do not provide dedicated WC facilities at their Farmers Markets.

II. Summer Festival 14 August (HTC sponsored event)

This is being organised and delivered by Hednesford In Partnership (HIP) and supported and sponsored by Hednesford Town Council. The Council gazebo will be present and Mayor Hunneyball will be opening the event.

III. Councillor update

Following on from discussions at the Finance, Personnel and Operations committee, a reminder was given to all Councillors that they must be mindful of their conduct and remain professional in Council meetings.

Cllr Hunneyball explained that she had been contacted by Support Staffordshire, who viewed the FP&Ops Committee meeting on Tuesday and raised concerns about the tone and comments of one of our Councillors:

The tone and content of the comments were received by Support Staffordshire as hostile towards them, and given the session was broadcast to the public, they have complained that a misrepresentation of the role, and of Support Staffordshire, has been presented.

This has created the potential for reputational damage to Support Staffordshire, and damage to the relationship between Support Staffordshire and HTC.

Cllr Hunneyball issued a formal apology to Support Staffordshire for the tone and untrue content of comments made on this matter by a Councillor.

An announcement was made that Cllr Robin Kingston has stood down from Hednesford Town Council, Mayor Hunneyball read a statement which thanked him for all his hard work and dedication, this was reciprocated by fellow Councillors.

IV. Co-option procedure and ballot clarification

Mayor Hunneyball explained the co-option procedure, as Cllr Kingston has resigned there are now 2 Councillor vacancies at Hednesford Town Council, if an election is not called, the candidate with the second highest number of votes will be chosen from the applicants in attendance today and co-opted on at the next meeting. This process was agreed by all Councillors.

7. Finance (Brought Forward)

I. Q1 summary report

Sandie Morris did not have an update but was open to discuss any queries.

5. Proper Officer

I. Co-option: Four candidates to present to Council (in alphabetical order)

Laura Harrison spoke about her background, family commitments and medical obstacles her family have faced and how she would use these experiences to represent people in our community, should she be appointed as Councillor.

Darrell Mawle spoke around his background; he was previously a Councillor in early 2000's and he would like to give back to the community by being a Councillor in Hednesford. He is also experienced in Speed Watch.

Alan Pearson spoke about his vast experience gained by being a Hednesford Councillor for 12 years, also the work he's done with memorial and heritage groups in our community.

Ron Turville spoke about how he had been part of creating Hednesford Town Council, and the benefits he had brought to town, also how Councillors should be working for the residents

II. Confidential ballot

All Councillors took part in the ballot (with the exception of Cllr Arthur Roden) and the papers were counted by the Proper Officer and overseen by the Mayor and one Councillor.

III. Declaration of result (to be announced by Mayor)

Mayor Hunneyball announced the results:

Laura Harrison – Received a majority of votes and appointed as Councillor.

Darrell Mawle – Received the second highest number of votes and will be co-opted as a Councillor at the September Council meeting if no election is called following Cllr Kingston's resignation.

Thanks were given to all four candidates for their time and preparation.

8. Items for Information and next agenda

- Membership of Committees – Cllr Arthur Roden announced he wished to step down from the Personnel and Operations Committee.
- Chair of PGCC Committee – now that the former Chair Cllr Kingston has resigned.

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

a) Market Manager Recruitment

Michelle Baker read out the paper to request that a new Market Manager is recruited to manage the Farmers and Craft Market on the last Saturday of every month. The circa £200 per month cost would be absorbed by the circa £400 - £500 monthly income from each market. The role would free up the time of the Operations and Regeneration Manager. The Market Manager would be responsible for ensuring the event ran smoothly on the day, be the point of contact for traders and would co-ordinate volunteer marshals.

Michelle Baker would continue to apply for the Street Trading Licence, Road Closure and advertise the market. Ginetta Adams would continue to book and invoice the traders.

Proposer: Cllr Paul Woodhead. Seconded: Cllr Kathryn Downs.

All 8 Councillors in attendance this evening voted in favour of the decision to recruit the Community Officer in-house.

Cllr Garry Jones left the meeting due the conflict of interest on the next item regarding Support Staffordshire.

b) Community Officer Recruitment

Michelle Baker read out a paper on recruiting the Hednesford Town Council Community Officer in-house as an employee of Hednesford Town Council instead of employing via Support Staffordshire. Whilst the Council had this arrangement in place previously, it is an opportunity to employ directly and given that public engagement is strong, this should benefit the recruitment process.

Cllr Sharon Jagger confirmed that the Community Officer job description will be agreed between Michelle Baker and Sharon Jagger as Chair of the Finance, Personnel and Operations Committee.

Mayor Hunneyball stated that she would like HTC to write to Support Staffordshire to formally thank them for working in partnership under the former agreement.

Proposer: Cllr Paul Woodhead. Seconded: Cllr Mandy Dunnett.

7 Councillors voted in favour of the decision to recruit the Community Officer in-house.

Cllr Garry Jones did not vote as he had left the meeting.

Meeting end.



August 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/21/0324	50, Broadway, Pye Green, Cannock, WS12 4HP Proposed New illuminated fascia above frontage of unit	No adverse observations.
CH/21/0328	141 Hill Street, Hednesford, Cannock, WS12 2DW Proposed First Floor Extension	No adverse observations.
CH/21/0332	4 Anglesey Street, Hednesford, Cannock, WS12 1AB Proposed Erection of 1 Dormer Bungalow	No adverse observations.
CH/21/0335	10 McGhie Street, West Hill, Hednesford, WS12 4AJ Proposed Ground Floor Side Extension	No adverse observations.
CH/21/0338	138 Belt Road, Cannock, WS12 4JB Proposed Erection of 1 Bedroom Bungalow	No adverse observations.
CH/21/0337	92 Bond Way, Hednesford, WS12 4SN Proposed Development: Two storey pitched roof side extension, single storey rear extension	No adverse observations.
CH/21/0345	21 Bakers Way, Hednesford, WS12 Proposed Development: Ground floor rear extension	No adverse observations.
CH/21/0344	55, Maycroft Close, Pye Green Road, Cannock, WS12 4SJ Proposed Two storey side extension	No adverse observations.
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.

Report To:	Full Council	Date:	07.09.2021
Title:	Planning Decisions		
Anticipated Time:	5 Minutes	Action:	For Decision
Confidentiality:	Public	Priority:	High Priority

Summary
<p>At Hednesford Town Council's monthly meeting, the planning applications spokesperson delivers a document for information, setting out the local planning applications which have been submitted for that previous month and any adverse observations or objections are noted.</p> <p>The planning applications spokesperson does not submit a supplementary document setting out applications which have been approved. Instead, this information is stored digitally by Officers for future reference.</p>

Recommendation(s)
<p>Full Council to decide whether or not they wish to receive a supplementary document at each monthly meeting which sets out "planning applications approved" during the previous month.</p>

Relevant Issues and Implications	
Financial	<i>No relevant issues or implications identified</i>
Value For Money	<i>No relevant issues or implications identified</i>
Risk & Control	<i>No relevant issues or implications identified</i>
Health & Safety	<i>No relevant issues or implications identified</i>
Legal	<i>No relevant issues or implications identified</i>
Human Resources	<i>No relevant issues or implications identified</i>
Equal Opportunities	<i>No relevant issues or implications identified</i>

People (Public, Centre Users and Councillors)	<i>No relevant issues or implications identified</i>
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1.	Options
1.1	Make no procedural change: Agree that HTC does not require to receive a document at each monthly meeting which sets out “planning applications approved” during the previous month.
1.2	Agree a procedural change: Agree that HTC receives a document at each monthly meeting which sets out “planning applications approved” during the previous month.
2.	Conclusion
2.1	<p>At Hednesford Town Council’s monthly meeting, the planning applications spokesperson delivers a document for information, setting out the local planning applications which have been submitted for that previous month and any adverse observations or objections are noted.</p> <p>The planning applications spokesperson does not submit a supplementary document setting out applications which have been approved. Instead, this information is stored digitally by Officers for future reference.</p> <p>It will be helpful to Officers for future reference if Full Council can decide whether or not they wish to receive a supplementary document at each monthly meeting setting out “planning applications approved” during the previous month.</p>

For more information on this proposal please contact:
Cllr Sharon Jagger as spokesperson for planning applications.