



## MINUTES OF A MEETING OF HEDNESFORD TOWN COUNCIL

Wednesday 01<sup>st</sup> May 2024

### Annual Town Meeting

Meeting held at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP

#### **Present:**

Cllr Alan Pearson (Chair)  
Cllr Ronald Turville (Deputy Chair)  
Cllr Laura Harrison  
Cllr Paul Jones  
Cllr Arthur Roden  
Cllr Sheila Cartwright  
Cllr Garry Samuels  
Cllr Debbie Cartwright  
Cllr Ann Turville

#### **In attendance from Hednesford Town Council:**

Lindsey Smith – Chief Officer  
Cheryl Kinsella – Responsible Finance Officer  
John Manning – Project Support Officer

#### **Members of the Public:**

There were 4 members present

#### **1. Apologies:**

No apologies

#### **2. Declaration of Interest**

Cllr A Pearson – item 13  
Cllr S Cartwright – item 13  
Cllr P Jones – item 13

#### **3. Election of Chair and Deputy Chair**

a. Nominated Chair - Cllr A Pearson

Proposed: Cllr R Turville  
Second: Cllr S Cartwright

For: Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr G Samuels, Cllr D Cartwright  
Against: Cllr P Jones, Cllr L Harrison, Cllr A Roden

Abstain: Cllr A Pearson

Nominated Chair – Cllr P Jones

Proposed: Cllr P Jones

Second: Cllr A Roden

For: Cllr P Jones, Cllr L Harrison, Cllr A Roden

Against: Cllr A Pearson, Cllr R Turville, Cllr A Turville, Cllr S Cartwright, Cllr G Samuels, Cllr D Cartwright

**Action: Cllr A Pearson elected as Chair of Hednesford Town Council**

b. Nominated Deputy Chair – Cllr R Turville

Proposed: Cllr A Pearson

Second: Cllr A Turville

For: Cllr R Turville, Cllr A Turville, Cllr A Pearson, Cllr S Cartwright, Cllr G Samuels, Cllr D Cartwright

Against: Cllr P Jones, Cllr L Harrison, Cllr A Roden

Nominated Deputy Chair – Cllr P Jones

Proposed: Cllr P Jones

Second: Cllr L Harrison

For: Cllr P Jones, Cllr L Harrison, Cllr A Roden

Against: Cllr A Pearson, Cllr R Turville, Cllr S Cartwright, Cllr D Cartwright, Cllr G Samuels, Cllr A Turville

**Action: Cllr R Turville elected as Deputy Chair of Hednesford Town Council**

**4. Previous Minutes**

The Minutes of the Annual Town Meeting held on Tuesday 16<sup>th</sup> May 2023 were reviewed and approved.

Proposed: Cllr A Pearson

Second: Cllr R Turville

Agreed: Cllr Pearson, Cllr R Turville, Cllr S Cartwright, Cllr A Roden, Cllr L Harrison

Abstain: Cllr A Turville, Cllr P Jones, Cllr D Cartwright, Cllr G Samuels

**5. Public Participation**

A member of the public (1) referred to points that they made at the last 2 full council meetings and that they felt that 2 Cllrs were prevented from answering by the Chair. They also referred to Standing Order 4D and stated that it was not being followed and that a resolution is needed to exclude members of the public from confidential businesses. Referring to agenda item 13 on the evenings agenda they enquired as to

the reason why the public was being excluded as the item was not commercially sensitive in nature and not HR related

Member of the public (2) on behalf of Hednesford Library Volunteers gave a huge thank you to the Council for the financial contribution towards the 60<sup>th</sup> Birthday celebration of Hednesford Library

Member of the public (3) raised a query about that was happening about the state of the B&M store and requested feedback/update

Member of the public (1) asked the Cllrs present if they were going to give any feedback on the concerns that they had initially raised

Chair informed that the Cllrs speak with permission from the Chair

## **6. Constitution**

### a. Approval of Standing Orders

A discussion took place about review of the Standing Orders and why all Cllrs were not included. A query was raised about the removal of the named vote and it was clarified that a named vote can still happen as long as it is requested before the vote takes place

Proposed: Cllr A Pearson

Second: Cllr R Turville

Agreed: 8

Against: 0

Abstain: 1

**Action: 2024/2025 Standing Orders Approved. Proper Officer to circulate final copy to all Members and Officers and update on webpage**

### b. Approval of Code of Conduct

Proposed: Cllr A Pearson

Second: Cllr A Turville

Agreed: 9

Against: 0

Abstain: 0

**Action: 7<sup>th</sup> principal to be updated and re-circulated to all Members**

c. Approval of full council dates 2025/2025, Annual Town Assembly 2025 and Annual Town Meeting 2025

A discussion took place about moving full council meeting back to a Tuesday and meeting every 6 weeks

Proposed: Cllr A Pearson  
Second: Cllr L Harrison

Agreed: 8  
Against: 0  
Abstain: 1

**Action: Full council meetings to meet every 6 weeks on a Tuesday and a schedule of dates was agreed. Dates to be circulated to Members and made available of the council webpage**

d. Approval of Committees

A brief discussion took place about the committee structure. It was agreed that the current 4 committees were sufficient

Proposed: Cllr R Turville  
Second: Cllr G Samuels

Agreed: 8  
Against: 0  
Abstain: 1

**Action: 4 Committees to continue**

e. Membership of Committees

Finance, Operations and Personnel – no change of membership

Pye Green Community Centre – Cllr A Pearson stood down; Cllr G Samuels appointed

Proposed: Cllr A Pearson  
Second: Cllr R Turville

Agreed: 8  
Against: 0  
Abstain: 1

**Action: Cllr G Samuels elected onto Pye Green Community Centre Committee**

Regeneration and Community Committee – no change of membership

Planning – no change of membership

Proposed: Cllr A Pearson  
Second: Cllr A Turville

Agreed: 8  
Against: 0  
Abstain: 1

Nominated Chair of Finance – Cllr R Turville

Proposed: Cllr A Pearson  
Second: Cllr S Cartwright

Agreed: 8  
Against: 0  
Abstain: 1

**Action: Cllr R Turville elected Chair of Finance, Operations and Personnel Committee**

Nominated Chair of Pye Green Community Centre Committee – Cllr G Samuels

Proposed: Cllr A Pearson  
Second: Cllr R Turville

For: 5  
Against: 4  
Abstain: 0

Nominated Chair of Pye Green Community Centre Committee – Cllr L Harrison

Proposed: Cllr L Harrison  
Second: Cllr P Jones

For: 4  
Against: 5  
Abstain: 0

**Action: Cllr G Samuels elected Chair of Pye Green Community Centre**

Nominated Chair of Regeneration and Community – Cllr A Turville

Proposed: Cllr R Turville  
Second: Cllr A Pearson

For: 8  
Against: 0  
Abstain: 1

**Action: Cllr A Turville elected Chair of Regeneration and Community Committee**

Nominated Chair of Planning - Cllr S Cartwright

Proposed: Cllr A Pearson

Second: Cllr A Turville

For: 8

Against: 0

Abstain: 1

**Action: Cllr S Cartwright elected Chair of Planning Committee**

**Action: Committee memberships and Chairs of committees resolved**

f. Terms of Reference/Committee Delegations - to be moved to June full council

Proposed: Cllr A Pearson

Second: Cllr G Samuels

For: 8

Against: 0

Abstain: 1

**Action: Terms of reference/committee delegations to be resolved at June full council meeting**

g. By-Election Update

Update provided on the schedule of dates for the By-Election for Pye Green Ward

## **7. Finance**

RFO provide a brief overview and update. No major changes since last full council. Auditors attending on 15<sup>th</sup> May and then AGAR will need to be reviewed

## **8. Christmas Market/Light Switch on Event Update**

A discussion took place for the reason for the requested full road closure and need to consult with residents in advance

Proposed: Cllr A Turville

Second: Cllr R Turville

For: 9

Against: 0

Abstain: 0

**Action: HTC to submit road closure for whole length of Market Street on 7<sup>th</sup> December following meeting with Spotty Dog and Hednesford in Partnership and consultation with residents**

## **9. Fish and Chip Supper**

Permissions sought to use the function room for free for the fish and chip supper and quiz on Saturday 7<sup>th</sup> September. Event being arranged by Cllr L Harrison and Cllr P Jones

Proposed: Cllr L Harrison

Second: Cllr P Jones

For: 9

Against: 0

Abstain: 0

**Action: Free use of the function room for Fish and Chip supper evening on 7<sup>th</sup> September 2024 agreed**

## **10. CIL**

Chief Officer gave overview of the request from Pye Green Academy to support the forest school and One Goal project. A discussion took place about the benefits and of a need to support the local schools and young people

Proposed: Cllr A Pearson

Second: Cllr Ron Turville

For: 9

Against: 0

Abstain: 0

**Action: Up to £1000 from CIL funds to be granted to Pye Green Academy for the purpose of providing polytunnel for the forest school and One Goal project**

## **11. PGCC Roof**

As not all the quotes had been received in time a discussion took place about the different proposals to rectify the issues with the roof at PGCC and about findings from the 2 contractors consulted to date. It was discussed that the initial roof was not installed correctly and bringing the original company back will mean that issues are only dealt with as opposed to solved

**Action: RFO to await 2<sup>nd</sup> quote to come in and to obtain a 3<sup>rd</sup> quote. Once received to bring back to full council or call an extraordinary meeting – whichever would be soonest**

## **12. Date and Time of Next Meeting**

Tuesday 4<sup>th</sup> June 2024 @ 7pm

The Chair closed the meeting to members of the public at 815pm

## **Private and Confidential Business**

### **13. Payment to CCTV**

Cllr A Pearson, Cllr S Cartwright, Cllr P Jones were invited to leave the meeting due to a conflict of interest regarding payment to CCDC due to being district Cllrs at CCDC

Information from the meeting on 12<sup>th</sup> April 2024 was shared with all Members remaining in the meeting and the 3 options were discussed in detail

Option 3 – Retain Full Payment

Proposed: Cllr A Turville

Second: Cllr L Harrison

For: 5

Against: 1

Abstain: 0

Option 2 – Reduction in funding by agreed %

Proposed: Cllr A Roden

Second: No second was received

**Action: Option 3 – Full Funding to continue for 2024/2025 in line with the proposals from CCTV and a new service level agreement to be drawn up with regular review**

Meeting closed at 850pm

Signed:

Date: