



10th September 2024

Dear Councillor,

A meeting of the Finance, Operation and Personnel Committee Meeting will be held **at 6:30pm on Monday 16th September 2024 in Meeting Room 1** at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP.

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

Please can you inform the Chair or Chief Officer if you are unable to attend.

Yours sincerely,

Lindsey Smith

Lindsey Smith
Chief Officer
Hednesford Town Council



Hednesford Town Council
Finance, Operations and Personnel Committee Meeting

Monday 16th September at 6:30pm at PGCC

To be held at Pye Green Community Centre, Bradbury Lane, Hednesford
The public are invited to attend the meeting in person.

1. Apologies

2. Declarations of Interest

3. Minutes

To resolve to agree the minutes from the Finance, Operations and Personnel Committee from 17th June 2024

4. Public Participation

Public are able to raise any questions, queries, or comments to Committee

If a member of the public requires a written response, they are requested to leave their appropriate contact details with The Chief Officer

5. Finance

- a. Budget 2025/2026 – discussions to take place regarding the requirement and setting of the 2025/2026 budget. All committees to submit requirements to Chief Officer and Finance Officer by 9am on Monday 30th September 2024

Proposed that budget will be signed off at full council on 26th November 2024

6. Operations

- a. Annual Town Assembly – Full Council resolved to separate the ATA from the full council meeting. Committee to advise on date for Annual Town Assembly for 2025

b. Motion to move to private and confidential business

Council to resolve to move to private and confidential business. If the resolution is passed the public and Officers outside of the Chief Officer and Finance Officer will be asked to leave the meeting

7. **Date of next meeting**

Monday 2nd December 2024 at 630pm

Private and Confidential Businesses

Discussion to take place regarding demands of the community centre detracting from Council businesses and possible solutions

Officer Update