Hednesford Town Council

Gateway to the Chase

23 December 2018

Dear Councillor

A Meeting of the Town Council will be held at 7:30 pm on Tuesday 8 January 2019 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

AGENDA

1. Apologies

2. Declarations of Interest

3. Minutes – to approve the minutes of the Meeting held on 6 November 2018 (enclosed pages 22 to 26 of 2018 -19)

4. Chairman's Announcements

Peter Harrison JP BA (Hons) Town Council Manager/Clerk
Pye Green Community Centre Bradbury Lane Hednesford Staffordshire WS12 4EP
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Tel: 01543 424872 Skype: HTC.clerk

5. Finance and General Purposes Committee – To consider a report of a meeting of this committee held on 18 December 2018 and, inter alia, determine the amount of precept to be demanded for the year 2019- 20 (enclosed Lilac)

6. 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 pages 1 to 2)

   b) Neighbourhood Plan
      To note that this has now been formally adopted by the Local Planning Authority and that it is proposed that meetings be held with the Steering Group and Officers from the local planning authority to discuss implementation of policies contained in the Plan. For example, relating to Town Centre developments

   c) Heart of Hednesford
      To receive notes of the meeting held on 17 October 2018 (enclosed agenda pages 3 to 7)

   d) WW1 Project Group
      To receive the notes of the meeting held on 2 November 2018 (enclosed agenda pages 8 to 10)

   e) Reaching Communities
      To report that £416,594 Big Lottery – National Lottery Funding has been approved for a project to benefit the health and wellbeing of families and individuals in areas of Hednesford by engaging in green social exercise opportunities. This largescale project will last for 5 years

   f) Dropped Kerb – Anglesey Street – Opposite the Co-op
      County Cllr Bryan Jones has advised that work has been completed to provide a dropped kerb with the funding being provided by County Cllr Derek Davis

   g) CCTV
      To receive monitoring reports for October and November 2018 (enclosed agenda pages 11 to 14)

7. Items for Information and next agenda

8. To resolve that the public be excluded from the meeting due to the confidential nature of the business to be transacted (if necessary)

HEDNESFORD TOWN COUNCIL

MINUTES OF A MEETING OF THE COUNCIL

HELD AT 7:30 pm ON TUESDAY 6 NOVEMBER 2018

AT PYE GREEN COMMUNITY CENTRE, HEDNESFORD

PRESENT: Cllrs. A Pearson (Chairman), B Gamble (Vice Chairman), G Adamson, Mrs S Cartwright, D J Davis, Mrs D Grice, B Hardman and Mrs S Hardman

Apologies for absence were received from Cllrs M Davis and C Mitchell

IN ATTENDANCE: Mr P Harrison (Town Council Manager/Clerk), L Aitchison (PR Adviser), R Kingston (Hednesford in Partnership), L Yates (Hednesford in Partnership), D Wisehall (Heart of Hednesford), County Cllrs P Hewitt and B Jones and 1 member of the public

PUBLIC PARTICIPATION

Prior to the commencement of the meeting Mr Wisehall advised on developments in respect of railway station adoptions and mentioned the work volunteers had undertaken to plant winter bedding at various locations. Ms Yates reported that HiP was to adopt a new constitution and would welcome a Town Councillor becoming a trustee. She also mentioned a suggestion for luminous flags to be flown in the town centre during the winter period when the summer flags were taken down. Means of funding this would need to be explored. It was proposed that a promotional video be made of the Christmas event. The County Cllrs indicated that they should be able to fund the cost involved. The County Cllrs reported that the County Council was considering withdrawing school crossing patrols as part of budget savings which were needed. It would be a matter for local communities to consider how they could support continued provision of this service. A member of the public raised again issues regarding car parking and outstanding highway matters. The County Cllrs confirmed that each of the issues raised had received a response

1 MINUTES

The minutes of the meeting held on 11 September 2018 were approved as a correct record

2 CHAIRMAN'S ANNOUNCEMENTS

Freedom of Entry – RAF Association (Cannock Branch)
The Chairman had been delighted to represent the Council at a ceremony held on 29 September when Cannock Chase Council presented the Royal Airforce Association (Cannock Branch) with the Freedom of Entry

Remembrance Day
On 11 November, the Chairman would lay a wreath at the War Memorial on behalf of the Council. He was also pleased to announce that the WW1 bench would be installed by the War Memorial gates and a WW1 silhouette was to be located next to the clock in Anglesey Square

This year the date coincided with the end of World War 1 and he would also be attending a

"Battle's Over" service and Beacon Lighting Ceremony to remember our fallen heroes and mark the 100th anniversary of the Armistice at St. Luke's Church in Cannock followed by a performance of "The Last Day" at the Prince of Wales Theatre

The Chairman had attended the opening of the exhibition relating to WW1 held at the Museum of Cannock Chase on 27 October 2018

The Chairman placed on record sincere thanks to everyone involved in adorning Anglesey Square with knitted poppies and to the work of all the volunteers who had been tidying the War Memorial and planting winter bedding in Market Street

Brindley Village Legacy Group - Exhibition
The exhibition was now on display at Pye Green Community Centre until 19 November and thereafter would transfer to Cannock library

Hednesford Park
The Chairman congratulated those who contributed towards the park retaining its Green Flag Award and receiving gold for the second year in the "Your Neighbourhood" category of the Britain in Bloom competition

Town Centre Christmas Event
Work was ongoing in to the organisation of this annual event being held on Friday 7 December 2018. The poster colouring competition was underway and the winner would join the Chairman to turn on the lights

3 **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 shown at Annex 1 be confirmed

b) Neighbourhood Plan
That it be noted that the electors of Hednesford had voted to accept the Neighbourhood Plan in a referendum held on 11 October 2018 and that the existing Steering Group continue to work with the Planning Authority and others to implement the policies contained in the Plan

c) Residential Development – Site of former 57 Bradbury Lane
That the position and action being taken regarding enforcement of planning conditions in respect of this development be noted and the situation be monitored to ensure compliance

d) Chase Arts in Public Spaces
That notes of a meeting held on 7 September 2018 be received

e) World War 1 Project Group
That the notes of a meeting held on 24 August 2018 b received

f) Heart of Hednesford
That the notes of a meeting held on 19 September 2018 be received

g) Land at the Junction of Rugeley Road/Bradbury Lane/Station Road Bridge
That it be noted that the Heart of Hednesford, in liaison with the County Council, were discussing means of improving the appearance of this piece of land

h) Artwork for Town Centre Bus Shelters
That the Council agree that the proposed artwork (mirroring that on the railway bridge) was suitable

i) Birmingham 2022 – Commonwealth Games
That it be noted that the venue for mountain biking events would be Cannock Chase

j) Christmas Event – 7 December 2018
That it be noted that the organisation of the event was proceeding on the usual basis but that volunteers were needed to enforce the road closure order

k) CCTV Monitoring
That the monitoring report up to September 2018 be received

l) Staffordshire Parish Councils' Association - AGM
That the arrangements for the AGM be noted

m) Budget 2019-20
That it be noted that this would be considered initially at a meeting of the Finance and General Purposes Committee on 18 December 2018

n) Finance
That income received be noted and payments made be confirmed up to 30 September 2018

The meeting ended at 8:35 pm

Signed:

Dated:

Annex 1

Council Meeting 6 November 2018 – List of Planning Applications

18/366	Proposed Car Wash – Former Car Park Globe Inn Cannock Road	The Town Council object to the application as the proposed use for a car wash is inappropriate in this location with another car wash immediately opposite on the industrial site The potential for nuisance and disturbance to be caused to adjoining residential properties in East Cannock Road and Swallowfields Drive There is concern for highway safety and traffic movement. East Cannock Road at this location can become very congested. This is due to traffic to the KFC restaurant and the industrial premises on the south east side of East Cannock Road. Drivers of heavy vehicles have difficulty manoeuvring their vehicles in to the industrial estate road Note the application does not specify the proposed opening hours Approval of the application could prejudice a comprehensive development of the former globe inn site which is currently in a derelict condition and very unsightly
18/360	Extension – 45 View Street	No Objection
18/353	Extension – 9 Farm Close	No Objection
18/350	Replacement Bay Window – 62 Corsican Drive	No Objection
18/343	Demolition of existing 2 storey former retail unit and erection of 3 c residential blocks forming 16 No. apartments – Land at Greenheath Road	The Town Council object to this development on the following grounds The apartment block would create an obtrusive and dominating building on the local landscape and would not be in keeping with the vernacular architecture of Greenheath Road Due to the proximity of 2 local schools and the new access on to the Greenwood Valley residential development, Greenheath Road already experiences high volumes of traffic and on street parking is a constant problem. The development would not provide adequate off-street parking for vehicles

		The proposal does not conform with the spirit of the policies contained in the Neighbourhood Plan for Hednesford which although it does not rule out building of apartments favours low rise developments including bungalows
18/337	Render etc. – 196 Bradbury Lane	No Objection
18/318	Change of use from A3 to A4 (retrospective application) – 33 Market Street	No objection in principle but there are concerns regarding noise nuisance to local residents due to doors opening out on to the street and also the opening hours until 1:00 am
18/304	Variation of part c of Condition 18 attached to Planning Permission CH/10/0167 as varied by non-material amendment CH/12/0190 so as to allow for the sale of food and drink – Unit 3 Victoria Shopping	Welcome the bringing back in to use of a currently vacant retail unit
18/295	Extension – 128 Heath Street	No Objection

Hednesford Town Council

Gateway to the Chase

Finance & General Purposes Committee

Pye Green Community Centre, Bradbury Lane, Hednesford

10:30 am Tuesday 18 December 2018

Present: Cllrs D J Davis (Chairman), G Adamson, S Cartwright, D Grice, M Davis, B Gamble, B Hardman, S Hardman and A Pearson

In attendance P Harrison (Town Council Manager/Clerk) and L Bowman (Assistant Clerk)

(An apology for absence was received from Cllr C Mitchell)

1. **Minutes**

The Minutes of the Meeting held on 9 June 2018 were approved

2. **Report of the Town Council Manager/Clerk**

a. Estimates of Income and Expenditure – 2019-20

Consideration was given to estimates of income and expenditure for 2019-20 Members were provided with information from Cannock Chase Council relating to the calculation of the Council Tax base

RECOMMENDED:

i) That the estimates of income and expenditure as set out in Annex 1 be approved and a precept in the sum of £137,500 be demanded from Cannock Chase Council for 2019-20

ii) That the statement setting out income and expenditure in respect of the Community Infrastructure Levy as set out in Annex 2 be approved and the Town Council appoint a steering group to consider projects that could be undertaken using CIL monies

iii) That in the light of anticipated additional demand for advice services the support of £5000 be provided to CAB be increased to £10,000 for the continued provision and expansion of the Outreach Service at Pye Green

iv) That a sum of up to £3000 be earmarked towards funding for the cost of Hednesford Festival

v) That with regard to defibrillators it be restated that it was always the intention of the Town Council to fund and install defibrillators where and when possible in the Town Centre and in the future at other

locations within the local area

vi) That consideration of the request for funding for school crossing patrols be deferred pending a decision from the County Council on its budget for 2019-20

vii) That the action taken by the Town Council Manager/Clerk with regard to investment of reserves be confirmed as follows:

Nationwide £50,000 (for 12 months) and £50,000 (for 24 months)

b. Applications for Financial Assistance

Consideration was given to requests for financial assistance

RECOMMENDED

That the following grants be awarded:

Name	Amount
Brindley Village Legacy Group	£500
Chadsmoor, Hednesford & District Competitive Music Festival	£100
Chase Parkinson's Group	£200
Community First Responders (Vehicle)	£500
Greenheath AFC	£500
Hednesford Probus Computer Club	£418***
Hednesford Town FC Supporters Association	£350
Katherine House Hospice	£100
Support Staffordshire Voluntary Car Scheme	£900

***Cllr A Pearson declared an interest in this item (The contribution to be made in respect of payment of room hire at Pye Green Community Centre)

c. Town Centre Christmas Event

Members discussed the recent town centre Christmas event which all agreed had been very successful. Consideration was given to recognising the contribution of various parties who had assisted with the organisation or who had participated in the event

RECOMMENDED:

i) That the Town Council confirm its commitment to contributing to future Christmas events

ii) That in recognition of, assistance given in connection with the Christmas event the following payments be made

Pye Green Academy	£100
Hednesford Valley High	£100
Staffordshire University Academy	£100
West Hill Primary School	£100
Kingsmead School	£100
St Peter's School	£100
Split Mask Company	£100
Songbirds in Harmony	£100
Cannock Chase Drum Corps	£100
Burntwood Rotary	£100
Hednesford Centennial Lions	£250
Hednesford in Partnership	£250

iii) That subject to confirmation of its participation £100 also be awarded to Chadsmoor Junior School

The meeting ended at 11:30 am

Signed:

Dated:

HEDNESFORD TOWN COUNCIL
BUDGET 2019/20

Annex 1

	Budget 2018/19	*Actual to 30.11.18*	*Expect to Spend*	Budget 2019/20
Expenditure				
Clerks Department				
Salaries	50,000	30,569	50,000	52,000
Travelling	100	6	6	100
	50,100	30,575	50,006	52,100
Council Running Costs				
Telephone/Broadband	1,000	892	1,200	1,200
Stationery Items	250	199	250	250
Postage	700	609	770	800
Photocopying	750	543	730	750
Computer software & Maintenance	100	2101	2,101	300
Furniture & Equipment	200	0	0	200
Subscriptions	1400	1079	1,400	1400
Insurance	1500	0	1,500	1500
Audit Fees	400	400	400	400
Professional Fees	400	745	745	745
Councillor Training	150	0	0	200
Clerk Training	50	0	0	50
Conference Fees	100	0	0	100
Chairmans Allowance	1,000	998	1,000	1,000
Bank Charges	200	65	135	150
	8,200	7,631	10,231	9,045
Pye Green Community Centre				
PGCH - Electric	5,000	3287.1	5,000	5,000
PGCH - Annual Utilities Checks,Fire Exting Srv	600	837.6	850	700
PGCH - Water Rates	1,500	0	1,273	1,500
PGCH - Insurance	1,200	0	1,200	1,300
PGCH - Salaries & Payroll costs	24,000	16846.16	25,500	26,000
PGCH - Rates	7,500	4640	7,000	7,500
PGCH - Licencing	180	180	180	180
PGCH - Rubbish Collection	1,000	715.7	1,052	1,100
PGCH- Sanitary Disposal	350	0	350	350
PGCH - Minor Repairs, Uniform, Gardening, Equi	1,200	399.45	700	1,000
PGCH - Cleaning Materials	800	632.82	900	900
PGCH - Security, CCTV, Alarm	700	460	700	700
PGCH- Furniture & Equipment	200	0	0	200
PGCH - Building Maintenace & Upgrades	3,000	6,600	6,600	3,000
PGCH - Advertising & Marketing Cost	150	0	0	150
PGCH - Loan Repayment	17,432	8,716	17,432	17,432
	64,812	43,315	68,737	67,012
Activities				
S.31 CCTV - Running Expenses	24,000	0	24,000	24,000
Publicity & Promotion	4,100	3,706	5,038	4,500
S137 Donations, grants, misc	5,200	0	5,200	5,200
Citizen Advise Bureau	5,000	5,000	5,000	10,000
Hednesford Christmas Lights	5,000	855	5,000	5,000
S.144 Events & Christmas	7,000	1,065	5,500	9,000
Heritage	500	0	0	500
Election costs	0	0	0	12,000
Neighbourhood Plan	500	0	0	0
Town Centre Maintenance	0	560	560	800
Misc	1,000	311	1,000	1,000
	52,300	11,497	51,298	72,000
Total Expenditure	175,412	93,018	180,272	200,157

HEDNESFORD TOWN COUNCIL
BUDGET 2019/20

		Budget 2018-19	Actual to date	Expected Income	Budget 2019-20
		£	£	£	£
Income					
Precept		137,500.00	137,500.00	137,500.00	137,500.00
Interest Received		700.00	450.00	700.00	700.00
Miscellaneous Income		100.00	3.00	3.00	100.00
General Income		138,300.00	137,953.00	138,203.00	138,300.00
PGCC - Lettings		30,000.00	24,688.00	35,000.00	33,000.00
PGCC - Bar Takings		500.00	444.00	550.00	500.00
Community Hall Income		30,500.00	25,132.00	35,550.00	33,500.00
Total Income		168,800.00	163,085.00	173,753.00	171,800.00
Less Total Expenditure		175,412.00	93,018.00	180,072.00	200,157.00
Surplus/-Deficit		-6,612.00	70,067.00	-6,319.00	-28,357.00

Y/E Reserve analysis 2019/20

Council Computer Replacement Programme	2,000.00
Election Costs	5,000.00
Building Repairs & Renewals	90,000.00
General reserve	12,593.17
CIL Income - Town Centre Maintenance	22,645.93
	132,239.10

Council Meeting 8 January 2019 – List of Planning Applications

18/430	Extension to form garage – 1 West Hill Avenue	No Objection
18/428	Detached Garage & Gym over – 6 Hewston Croft	No Objection
18/427	Extension – 4 Cornwall Road	No Objection
18/420	Minor Amendment to consent CH/18/080 – Land west of Pye Green Road	Noted incomprehensible supporting letter and incomplete planning application form
18/416	Outline 1 dwelling – Land Adj 130 Heath Street	No Objection
18/412	4 Bed detached dwelling – 11 Stafford Lane	No Objection
18/410	123 Greenheath Road – Proposed new access to dwelling	No Objection
18/407	Site of St Saviours Church on High Mount, St Saviours Church, High Mount Street - Outline proposals for the demolition of existing St Saviours Church building and garage and development of the site to provide up to 5no. residential units. All matters to be reserved	The Town Council wish to make the following observations at this stage: In determining this application, the Planning Authority will need to take into consideration Policy BE1 as contained in the Neighbourhood Plan for Hednesford which was recently approved in a referendum of electors. This state *"There will be a presumption that the buildings listed in appendix 4 [*which includes Sr. Saviour's*] will be retained. Any extensions and alterations should respect the original character of the building and generally be subservient to the original building.* *Where the original use of a building becomes redundant or unviable a flexible approach will be taken to supporting change of use, provided that uses are compatible with the immediate surroundings and secure the long-term life of the building"*

18/384	Car Park Extension etc. – 5's Pavilion and Sports Ground, Bradbury Lane, Hednesford	The Town Council's observations in respect of application CH/14/0286 raised concerns about the inadequacy of the car parking provision and therefore welcomes this application which will help to alleviate the parking issues that have arisen in the local area. It is suggested that the development should incorporate the installation of bollards along each side of the site entrance so as to prevent vehicles gaining unauthorised access to the adjacent common land

Minutes of meeting held on
Wednesday 17TH October 2018 at
Bella's Coffee House, Market Street.

HEART OF
HEDNESFORD

Present:

David Wisehall (Chair)	Keith Fitch	Margaret Fitch
Mary Wynne	Graham Wright	S I Wright
Chris Richards	June Sheasby	Deb Burnett
Ruth Heslop	Derek Ellison	Paul Woodhead
Susan Schofield	Sarah Walker	Mark Walker
Sue Meddings	Tina Bolas	Dot Farish
Sue Humphries	Olly Kingston	Wendy Yates
Janet Bolton		

Apologies:

Alan Thornton	Sue Thornton	Samantha Jennings-Temple
Robin Kingston	Liz Williams	Phil Hewitt
Bryan Jones	Pam Richards	

Minutes from meeting held 19th September 2018
The minutes were approved.

Matters arising.
DW reported that the local referendum about the local Neighbourhood Plan had resulted in a significant majority in favour of the plan.

Best Kept Village
Results of deputation to CCDC. Our deputation addressed the full council in the 5 minutes allowed which meant it was somewhat brief and was received with courtesy. There were one or two supportive comments and we were questioned by several councillors and the result was that the council voted to 'note' that we had been there and to take no further action No help and nothing pro-active to reduce littering.
PW noted this was the first deputation every received by the Council and as such they possibly were uncertain of how they should react.
RH has taken photos of some areas that suffer from litter also of a trip hazard she had spotted.
SS Mentioned Rodbaston College might be prepared to do a project involving their students
Landscape project. At the last meeting, the problem with the land at the junction of Station Road and Rugeley Road outside Motorland 2008 was discussed.
DW thinks that this is definitely something we could co-ordinate to the benefit of the community and would be another high profile project for us. If we can get the funding required and organise the workforce, this should be achievable.
WY agreed to contact Support Staffordshire once project details sorted
KF had noted vehicles parked included vans and skip lorries.
Litter pick. Next litter pick is this Sunday 21st October 10.00 am. David is at work but will make sure batteries are charged up for the vacs.

HiP

Chase Issues Community News:

DW expressed his concern about blurring of the lines on the Green Party's Chase Issues Community News between HiP and the Green Party. While he had no problem with the work that Paul and the Green Party does, he was concerned that it may appear that it's the Green Party that has done all these deeds rather than the different community groups. e.g. Hednesford Festival, Best Kept Village, Bridge artwork, etc. Whilst he had no objection to all these things being part of a community newsletter he thought it should be made absolutely clear where the projects originated and if implemented by HiP.

WY thought the Green Party Newsletter should show the involvement of the various groups more prominently.

Lottery

PW advised sales of lottery tickets had been good during September plus an extra couple of shops now selling them. The cost of a defribulator is about £2,000 broken down as £1,500 for the unit £500 for the box. The Smoke House have kindly agreed to have it sited on the wall outside their restaurant and to pay the cost of the electricity to run the unit.

Transiton towns & Grimsey report. The links to these reports had been circulated to members the day prior to the meeting and David urged people to have a read if they hadn't already done so.

Community Banking. PW has put forward a proposal for a Community Bank in Hednesford and DW invited him to update the meeting but firstly gave some background information:

"As you are all aware Lloyds Bank have pulled out of our community, this is disappointing news and the impact is being felt by the traders in the Town as they tell me that turnover is down 10-15% as the bank users take their trade to Rugeley or Cannock. We need a bank in our town beyond the limitations of the Post Office in the Co-op"

PW: Fusion Credit Union. "My proposal to allow us as a community to take the first steps towards banking returning to our town is to invite the treasurers of each community organisation within the town to listen to a presentation from Fusion Credit and consider if each one will support a local community banking option as opposed to a National Bank. I will be in touch shortly with a date and invitation to the presentation but wanted to give you all the opportunity to undertake a little of your own research. As a first step if community organisations will agree to move their banking we can then establish a base within the town to attract individual and small business customers and from this have our own community bank firmly within our community".

PW confirmed he had discussions with the Town Council and had suggested use of the library with the operation being run by volunteers. He added that no national banks would return to the town.

SM Pointed out that money can now be paid into Lloyds Bank accounts at the Post Office.

SW Mentioned the Co-op bank can also be used via the Post Office.

RH was concerned there could be a problem with finding sufficient volunteers.

At the request of DW WY agreed to attend a meeting being organised by PW.

Station adoption.

Winter planting. All the plants are doing well with a lot flowering already although we have lost a few which is probably to be expected. Pam and Chris will make a start planting on Saturday October 27th.

Banner. The remaining banner has unfortunately been ripped down and destroyed. DW will see if we can get funding to design and get printed some new ones.

Adopter's Summit feedback. KF and DW attended what turned out to be a very

productive day.
There are 2 significant developments.

1. The establishment of an on-line portal for a private place on the Internet for all West Midlands Railway volunteers, officers, station friends and adopters to access and share information - to communicate with each other and to find inspiring ideas...
   - A contact listing for all
   - Store and build up our Ideas Bank
   - Application to the Group system
   - The 'Handbook' content of safety documents and guidance
   - Entry log of hours worked - to collate a global total on this
   - Albums of our stations before and after pictures and others of note
   - Wall of Fame - pictures of the individuals who make up The Friends Army and fascinating facts about each member
   - Network Map of our Route
   - List of our stations available for 'adoption'
   - Availability of local artisan PopUp Pitches at stations along the route
   - Listing of artisan businesses known to 'Friends Army'
   - Planting ideas and information on guerilla gardening
   -How to establish Incredible Edible at your station
   -How to set up a Free Little Library at your station a book exchange for the local commuters
   -How to set up Station Gallery of local art on your own station
   - Seating / benches appropriate for your station - how to gain more seating for your station
   - Signage guidance and branding
   - Ideas for multiuse spaces on your station, information on how to set up a not for profit enterprise that could be the catalyst for converting unused waiting rooms into places of welcome with coffee,, book swaps, meeting space, sales of retro , vintage and up-cycling etc...
   - Information on Funding and how to apply....
   -Outside Taps - system for requesting this at your station
   - Fascinating Facts about our stations
2. The establishment of an influential WEST MIDLANDS COMMUNITY STATIONS GROUP with the aim of - BUILDING COMMUNITIES / creating community spaces at stations / engaging with the community / plans for engagement. The first meeting will take place on October 25th in Birmingham and will consist of a small group of people LYSETTE ROWLEY NWR, AYANNAH WILSON WMRE, ANDREW LEO WMRE, FAY EASTON WMR with DW representing station adopters to work on recommendations and joint plans for stations, Formalise this group, set out our vision and targets. WMR have a target and it's to have community activity on EVERY STATION (all 114) by 2020.

Chase Line Stakeholder Meeting. KF and DW will be attending the next meeting on November 2nd at Council Chamber, Civic Centre, Cannock.

Christmas lights switch on Friday 7th December 5pm till 8pm
HoH will have a stall for a tombola and the sale of jewellery, knitted goods and books. Donation of prizes for the tombola would be most welcome. Last year there was in the region of 200 prizes and together with sales of knitted items raised an impressive sum for HoH funds.

Miner's memorial.

Lectern. DW confirmed the lectern is now in the library and it looks fantastic although it does needs a good clean. David thanked everybody who rescued it from St Saviours'

before any harm came to it. In particular PW, SS & DB.
RAF Freedom of Entry. DW also thanked everyone who helped to decorate the Miners' Memorial with all the poppies. It was very well received and showed, once again that our armed forces hold a special place in the hearts of Hednesford people. There was one particular comment on Facebook that caught his attention which said that 'I must have missed the part of the ceremony where they thanked Hednesford for the efforts of the community to make the day special'.
The display of poppies will be added to and left in place till after Sunday 11th November
Enamel badges. It was agreed badges should be purchased featuring the miners' lamp.
PW advised a local family had purchased a "There but not there" depiction of a First World War soldier for display in Hednesford
DB advised she and SS were working with a joinery company to produce a cover for the book listing all the named bricks.
GW speaking on behalf of the Chair of local RAFA branch thanked everybody for the effort made to decorate the Market Street square for the RAFA Freedom Day.
DE has been involved in selling poppies in the local area for the last 18 years and has helped raise £230,000 for the British Legion in this time but at the age of 77 has decided to stand down and let somebody else take over. He asked that if the group knows of anyone wishing to take over from him and it was agreed HoH would try and find somebody suitable. He also thought the parade from St Peter's would be larger this year than previously.
Derek mention what an impressive sight Market Street square is when approached from the railway bridge.
SS told the meeting 10,000 lights are being used for a display at the Tower of London and it was agreed SS and DB should purchase 50 solar lamps for use in the square. Susan also mentioned that 36 crosses would be placed in the gardens.
DB suggested that after Remembrance Day the square should be decorated with a Christmas theme with tinsel on the border fencing. DW would confirm that we have HTC approval.

Website & Social Media.

Nothing to report this month although DW mentioned some work needs doing on the groups Twitter account.

Funding.

Veolia Staffordshire Enviro-Grant. Veolia in partnership with Staffordshire County Council have an Enviro-Grant scheme available for community groups for projects such as the plot of land we discussed earlier at the Station Road/Rugeley Road junction. Grants are up to £1000, applications should be supported by a detailed costed breakdown for any planned work however the closing date is on Monday 29 October at 5pm.
Tesco Bags of Help workshop. DW has booked 2 places at the workshop on Wednesday October 24th at 11.00 in Tesco Hednesford.
WY will contact Rodbaston College to seek help from students.

Any other business.

SS Concerned the frames of the Heritage trail signs need re-furbishing in particular the one near the Co-op. DW agreed to arrange for the woodwork to be sanded and PW will be finding out what paint/wood oil should be used.
SW confirmed she had another £100 from the sale of knitted goods meaning she had raised around £1,000 for the group in the last 12 months. DW thanked her for this impressive effort.
DF suggested group members should pay 50p into group funds for any tea or coffee drank

during HoH meetings at Bella's. It was agreed this should commence in January.
PW advised he plans to issue on behalf of HiP information about events and activities taking place locally. He has also been having discussions about the possibility of a vintage bus to operate from Hednesford across the Chase in the Summer months.

Next HoH Meeting: 6pm Wednesday 21st November 2018

Venue: Bella's Coffee House, Market Street, Hednesford.

Keith Fitch
5th November 2018

World War 1 Project Group
Meeting held on Friday 2 November 2018

MINUTES

In attendance:

- Kate McBey, PR & Marketing Officer (Chair & Project Lead for the World War 1 centenary commemorations at Cannock Chase Council)
- Councillor Christine Mitchell, Leader of Culture and Sport at Cannock Chase Council
- Bob Leighton, Royal Engineers Association
- Sheila Dunning, Royal British Legion – Cannock branch
- Trevor Evans, Staffordshire Regimental Association
- Rev`d Peter Harris, St. Luke`s Church
- Dave Rimmer, Tower Players
- Pete Sidgwick, Chairman of Cannock Chase Arts Council & Tower Players
- Sara Green, Consultation and Engagement Officer, Cannock Chase Council
- Lisa Shephard, Creative Development Manager, Inspiring healthy lifestyles

Apologies:

- David Gethin, St Luke's Church
- Councillor George Adamson, Leader of Cannock Chase Council
- Peter Harrison, Clerk of Hednesford Town Council
- Marion Kettle, Landor Society
- John Richards, Royal British Legion – Hednesford Branch
- Jennifer Richards – Hednesford Branch
- Brian Gamble, Royal Air Force Association (RAFA) & Hednesford Town Council
- John Dargavel, Royal Military Police
- Rugeley Town Council

1. Welcome and introductions

Kate welcomed everyone to the meeting and each member introduced themselves and their organisation. Kate explained the purpose of the meeting and then went through each agenda item listed.

2. Minutes & actions

Kate went through the actions from the meeting held on Tuesday 16 October 2018 and the majority of the actions had been completed or were in progress.

3. Final updates on upcoming commemorations –

3.1 Battle`s Over – local Remembrance parades/services

Kate informed the group that she had delivered the outdoor promotional banners to all the event organisers and that the service booklets were currently being printed and would be distributed w/c 5 November. A full page advert was published in the Chronicle on 1

November promoting all the Remembrance services and parades that were taking place across the District.

Kate notified the group that all of the event organisers were pleased with the support and were hoping for a good turnout as previous years.

3.2 Battle`s Over – A Nation`s Tribute and WW1 Beacons of Light
Kate went through the elements for this event and circulated the programme for the evening.

Kate confirmed that the Council and Inspiring healthy lifestyles had organised most things, however, the risk assessment was being finalised with the support of the Council`s Health and Safety Officer. Kate confirmed that an external Fire Marshal and First Aid provider would be attending the event as part of control measurements identified in the risk assessment.

Sheila confirmed that she would be giving out poppies at the event and would hand out service booklets if required.

Trevor agreed to greet and host the Lord Lieutenant and the MP as they arrived.

It was also agreed by the group that the Standard Bearers attending the event for the Last Post element would stand at the back of the church.

Peter Harris asked for details regarding the bell ringers and asked for confirmation on timings etc. Kate confirmed this would start at 7.05pm where they will ring out the Bells of Peace as part of the national tribute. This would then be followed by further ringing of bells at 7.15pm as people leave the ceremony.

Kate confirmed that the beacon would be on show as people arrived. Trevor and Bob agreed they would support the lighting with Ron (if he was able to attend).

Sheila also confirmed details of the searchlight which will be switched on at 7.15pm as people start arriving at the Prince of Wales for the theatre performance.

3.3 The Last Day Legacy – Performance
Pete provided a quick update to group and confirmed preparations were going well. Costumes had been picked up and circulated to the cast. Pete and Dave were due to collect the guns etc. after the meeting.

Ticket sales were going well with over 200 tickets sold at the Prince of Wales and over 100 at the Rose in Rugeley.

Sheila agreed she would sell the programmes at the performance in Cannock.

Pete approved the programme, but Bob did ask if Kate could add an acknowledgment to the Royal Engineers which had been missed off.

Kate confirmed she had booked the Bugle player for all 3 performances as well as the Beacon Ceremony.

3.4 Educational (digital) Toolkit and Exhibition
Lisa introduced this element of the agenda. She informed the group about the Great War Art Exhibition and provided details on when it was touring across the District. The exhibition includes over 300 pieces of artwork from local primary schools, Norton Canes Watercolour Club and Chadsmoor Tapestry group.

Lisa presented one of the videos that will form part of the digital resource. The video told the story of St. Luke`s stain glass windows and the link with World War 1. Lisa also explained that there would be a number of videos used throughout the toolkit including step by step guides to producing wartime artwork.

Lisa and Kate informed the group that the final digital resource will be shared at the meeting in December.

4. Any other business
Lisa raised the evaluation process as part of the requirements for the Armed Forces Covenant Fund. She updated the group on an email she had sent requesting for an extension which would allow the project team to complete all elements of the programme.

Kate also mentioned the permanent siting of the Beacon once the commemorations had been delivered. The group agreed to carry this forward to discuss at the final meeting in December.

5. Date of final meeting
A special meeting will be held on Friday 14 December from 12noon onwards. Details of location etc. will be provided on the agenda.

This will be an opportunity to thank you all for your support and commitment over the last 4 years.

A buffet will be provided.

Cannock Chase COUNCIL

Dear Hednesford Town Council,

Please see attached statistical information collated from CCTV within the month of October 2018.

CCTV Monitoring for Hednesford Town Council
Criminal and non criminal activity

ANTI SOCIAL BEHAVIOUR	8
ASSAULTS	0
AUTOCRIME	1
BURGLARY	0
DAMAGE	0
DISTURBANCE	0
DOMESTIC	1
DRUGS	1
DRUNKNESS	2
GRAFFITI	0
MISSING PERSON	1
AREAS MONITORED (NON-CRIMINAL)	227
SUSPICIOUS	8
THEFT	0
TRAFFIC	2
WELFARE CHECK	1
TOTAL	252
POLICE ADVISED US	9
WE ADVISED POLICE	10
RESOURCE DEPLOYED	8

90% OF MONITORING WAS NON REPORTABLE
10% OF MONITORING WAS OF OBSERVING REPORTABLE ACTIVITIES TO THE PARISH/POLICE

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

Cannock Chase COUNCIL

Dear Hednesford Town Council,

Please see attached statistical information collated from CCTV within the month of November 2018.

CCTV Monitoring for Hednesford Town Council
Criminal and non criminal activity

ANTI SOCIAL BEHAVIOUR	7
ASSAULTS	1
AUTOCRIME	1
BURGLARY	1
DAMAGE	0
DISTURBANCE	1
DOMESTIC	1
DRUGS	1
DRUNKNESS	0
GRAFFITI	0
MISSING PERSON	3
AREAS MONITORED (NON-CRIMINAL)	187
SUSPICIOUS	3
THEFT	2
TRAFFIC	3
WELFARE CHECK	2
TOTAL	213
POLICE ADVISED US	18
WE ADVISED POLICE	8
RESOURCE DEPLOYED	9

88% OF MONITORING WAS NON REPORTABLE
12% OF MONITORING WAS OF OBSERVING REPORTABLE ACTIVITIES TO THE PARISH/POLICE

Boy racers continue to be reported but as these seem to take place in the car park under Tesco, we are unable to monitor them.

The homeless male who has been staying in Hednesford recently has been monitored. There was a report of an assault against him but I am proud to say that the public in general were very kind to the male especially one gentleman who was going into Tesco to do his shopping, stopped, went back to his car and gave the homeless man a thick winter coat.

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