



02<sup>nd</sup> October 2024

Dear Councillor,

You are summoned to attend the meeting of the Pye Green Community Centre Committee to take place **at 7pm on Tuesday 8<sup>th</sup> October 2024 in Meeting Room 1** at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP.

The matters for your consideration and any supporting documentation are attached for your information.

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

Yours sincerely,

*Lindsey Smith*

Lindsey Smith  
Chief Officer  
Hednesford Town Council

[Lindsey.Smith@Hednesford-tc.gov.uk](mailto:Lindsey.Smith@Hednesford-tc.gov.uk)

Tel: 01543 424872



**Hednesford Town Council**  
**Pye Green Community Centre Committee Meeting**

**Tuesday 8<sup>th</sup> October 2024 at 7pm 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 review and approve the minutes of the previous PGCC Committee Meeting on Tuesday 13<sup>th</sup> August 2024

**4. Public Participation (max 20 mins)**

members of the public are invited to attend in person to raise any issues, concerns or comments relating to Pye Green Community Centre. If a written response is required the member of the public is to leave their name and contact details with the Proper Officer

**5. Operational/Maintenance Update/issues**

- a. Bookings – as of 02.10.25 – 63.9% of total bookings – Function Room, 25.3% of total bookings Meeting Room 2, 10.83% total bookings Meeting Room 1. Booking link is live on new HTC webpage
- b. Barriers - update on missing barriers - located and additional barriers retrieved from Hednesford Library storage
- c. Roof Repair – works completed but following exceptionally heavy rainfall there have been numerous leaks and ceiling tiles have come down – update
- d. Entrance Roof Quote - quote received to address issues with leaking above the glass entrance lobby. £2650 plus VAT – see attached quote
- e. Storage Lock up – signs of water ingress to lock up 3

- f. Damage to carpark wall – 4 options have been quoted – see attached from Hilton Main Construction. Committee to agree option to proceed with
- g. Disabled Parking Bays – quote received to remove existing bay marking and to reapply in correct sizing. £785.63 plus VAT
- h. Door Security – quote received to provide door security – quote received to provide locking keypads on HTC Office, MR1, MR2 and double doors from reception through to corridor - £2,913.00 plus VAT
- i. External Signage for PGCC – visibility and options to be discussed
- j. Promotional Pull up banner – committee to consider a request from a hirer to display promotional pull up banner within PGCC for a set period of time

## **6. Events at PGCC**

- a. Community Events, Groups and Sessions at PGCC – ideas and suggestions
- b. Youth - discussion regarding provision for young people
- c. SEN – discussion for provision for young people
- d. Fish and Chip Quiz Suppers - new dates x1. 11<sup>th</sup> October 2024 and 30<sup>th</sup> November 2024

## **7. Date and time of next meeting**

Tuesday 10<sup>th</sup> December 2024 at 7pm