



Minutes from Full Council

February 2026

Minutes of a meeting of the Council held on Tuesday 24th February 2026 at 6.30 pm at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP

Members of Hednesford Town Council present

Councillors Alan Pearson (Chair), Ron Turville (Deputy Chair), Sheila Cartwright, Paul Jones, Shirley Pearson, Arthur Roden, Garry Samuels, Ann Turville and Carl White

Others present

Lindsey Smith (Chief Officer), Rachel Gentle (PGCC Officer)
5 Members of the Public

1. Apologies

Cllr D Cartwright

2. Declaration of Interest for any Disclosable Pecuniary Interests & Dispensations

Cllr C White – agenda item 7
Cllr P Jones – agenda item 18

3. Previous Minutes

To approve and sign the minutes from the Town Council meeting on Tuesday 2nd December 2025

Following internal audit Chief Officer requested to include amendment to read “with precept level increase of £11,715 on 2025-2026 precept of £239,523 for the year”

Proposed: Cllr R Turville. Seconded: Cllr G Samuels. All agreed to amendment

Proposed: Cllr G Samuels. Seconded: Cllr R Turville. All agreed

4. Public Participation

Member of public wished to challenge the accuracy of a comment from the December meeting and enquire why comments were not responded to

Member of public raised a suggestion for running road/cycle safety sessions from Hednesford Park

Member of public requested how best can supporting papers for meetings be made available

5. Verbal Update from Committee Chairs

- a. Finance, Operation and Personnel – IT and Data Protection Policies agreed, presentation on Assertion 10, Q3 financial records and quote for HR support agreed
[DRAFT-FOP-Committee-Meeting-Minutes-January-2026.pdf](#)
- b. Regeneration and Community – no available update
[DRAFT-Minutes-Regen-and-Community-January-2026.pdf](#)
- c. Pye Green Community Centre - Review of bookings and how can increase occupancy discussed, ongoing issues with the roof, promotion of centre
[DRAFT-PGCC-Committee-Meeting-February-2026.pdf](#)
- d. Planning – 3 applications were visited and no objections raised. 5 pending applications due to be reviewed with meeting TBC
[Draft-Minutes-Planning-20.11.25.pdf](#)

6. Community Officer Verbal Update

Chief Officer gave verbal update on behalf of Community Officer covering community support grants, school council, wayfinding art bench and voting, Christmas planning. The Hub and Wellbeing Walk

7. Community Support Grant

- a. Chief Officer reminded Members of Extraordinary Meeting on 17.03.26 at 930am to review and allocate Community Support Grants. Meeting closed to public and press
- b. Cllr A Roden held a brief discussion about ensuring that all community groups have equal access and opportunity for grants

8. PGCC – Long Term Hirers updated Terms and Conditions

Rachel Gentle provided overview for the need to update long term hirers terms and conditions of hire and asked Council to agree new terms

Proposed: Cllr G Samuels. Seconded: Cllr R Turville. All agreed

9. PGCC – Function Room Chairs

A short discussion about the need to clean or replace the chairs in the function room. Rachel Gentle explained that this is forming part of the facilities/maintenance schedule.

Proposed: Cllr A Pearson. Seconded: Cllr S Cartwright. All agreed

Action: RG to coordinate, monitor and report back on any chairs that need to be replaced

10. Trees on land opposite Fieldhouse Road

Cllr A Pearson explained that trees were planted in this area as part of the S106 agreement but that over a dozen of them are missing, dead, damaged or uprooted. The trees are the responsibility of the management company for the estate. Cllr A Pearson requested that the Project Support Officer liaises with the developer to seek a resolution. If there is no resolution for Town Council to then look at replacing these.

Proposed: Cllr A Pearson. Seconded: Cllr A Turville. All agreed

Action: Project Support Officer to liaise with management company and provide update

11. Proposed new bus shelter

Cllr A Pearson requested that the Project Support Officer investigates if there are any S106 monies that can be accessed to provide a bus shelter on Pye Green Road (adjacent to Broadway)

Proposed: Cllr A Pearson. Seconded: Cllr A Turville. All agreed

Action: Project Support Officer to liaise with CCDC re; any potential S106 funding and provide update on the

12. Cllr Surgery promotion

Cllr G Samuels requested a promotional pull up banner that can be used for Cllr Surgeries. Chief Officer advised which funding was available. Cllr A Pearson advised funding to come from Chairmans expenses

13. CAB Q3 25-26 report

CAB Q3 report reviewed and approved Q3 £1000 payment to CAB

Proposed: Cllr A Pearson. Seconded: Cllr G Samuels. All agreed

14. CCTV Reports

CCTV reports for December 25 and January 26 reviewed

15. Finance

- a. Air conditioning quote for £1480.00 plus vat reviewed

Proposed: Cllr R Turville. Seconded: Cllr S Cartwright. All agreed

- b. Replacement AED pads and charge stick quote for £135.99 + vat for the defibrillator at Pye Green Community Centre reviewed

Proposed: Cllr G Samuels. Seconded: Cllr A Turville. All agreed

- c. Council retrospectively approved the insurance payment of £2620.48 plus vat to Zurich which expired January 2026

Proposed: Cllr A Pearson. Seconded: Cllr R Turville. All agreed

- d. Chief Officer requested approval to borrow £25,000 from the instant access saver account to move to the current account at the end of March 2026 to ensure sufficient funds are available until the precept is paid from CCDC mid to end April 2026 upon which the £25,000 will be returned to the instant access saver account

Proposed: Cllr A Pearson. Seconded: Cllr S Cartwright. All agreed

16. Lone Working Policy

Lone working policy reviewed

Proposed: Cllr P Jones. Seconded: Cllr A Pearson. All agreed

17. Risk Assessment Policy

Risk assessment policy and remedial actions reviewed

Proposed: Cllr P Jones. Seconded: Cllr A Pearson. All agreed

18. Fire Risk Assessment

Fire risk assessment and remedial actions reviewed

Proposed: Cllr A Pearson. Seconded: Cllr A Turville. 8 agreed. 1 abstain

19. Legionella Risk Assessment

Legionella risk assessment and remedial actions reviewed

Proposed: Cllr A Pearson. Seconded: Cllr R Turville. All agreed

20. Emergency Closure Procedure PGCC

Emergency closure procedure for PGCC reviewed

Cllr A Pearson requested that the procedure is amendment to notify the Chair of Council in the event of an emergency closure

Proposed: Cllr A Pearson. Seconded: Cllr A Turville. All agreed

21. Devolution of District Council and the potential impact upon Hednesford Town Council

Chief Officer informed that HTC are still awaiting update from CCDC on the development of CCDC policy. Chief Officer informed Members of online briefing by SPCA on 6th March 2026 at 1030am – link has been emailed to all Members and Officers.

22. Date of next meeting – Tuesday 7th April 2026 at 630pm

Meeting closed at 7:51pm