



Minutes from Annual Town Council Meeting

May 2026

Minutes of the Annual Town Council meeting of the Council held on Tuesday 19th May 2026 at 6.30 pm at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP

Members of Hednesford Town Council present

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

Others present

Lindsey Smith (Chief Officer), Cheryl Kinsella (RFO).
Members of the Public - 3

FC/05.26/1 - Chair Election

- a. **Resolved** that Cllr Ron Turville be elected as Chair for the civic year 2026-2027
Proposed: Cllr A Pearson. Seconded: Cllr S Cartwright. All agreed
- b. Declaration of Acceptance of Office received and signed

FC/05.26/2 - Deputy Chair Election

- a. **Resolved** that Cllr G Samuels be elected as Deputy Chair for the civic year 2026-2027
Proposed: Cllr R Turville. Seconded: Cllr A Pearson. All agreed
- b. Declaration of Acceptance of Office received and signed

FC/05.26/3 - Apologies

Cllr A Roden – Holiday

FC/05.26/4 – Declaration of Interests

No disclosable pecuniary or other interests were declared

FC/05.26/5 - Annual Town Council Minutes

Resolved that the minutes of the Annual Town Council meeting held on 20th May 2025 be approved as a true and accurate record
Proposed: Cllr A Pearson. Seconded: Cllr A Turville. All agreed

FC/05.26/6 - Constitution

- a. **Resolved** to adopt the Standing Orders 26-7
Proposed: Cllr A Pearson. Seconded: Cllr G Samuels. All agreed
- b. **Resolved** to adopt the Financial Regulations 26-27
Proposed: Cllr R Turville. Seconded: Cllr A Pearson. All agreed
- c. **Resolved** to adopt the Code of Conduct 26-27
Proposed: Cllr G Samuels. Seconded: Cllr S Pearson. All agreed
- d. **Resolved** to adopt the Scheme of Delegation and meeting dates
Proposed: Cllr G Samuels. Seconded: Cllr R Turville. All agreed
- e. **Resolved** to adopt the Scheme of Publication
Proposed: Cllr A Pearson. Seconded: Cllr P Jones. All agreed

FC/05.26/7 - Committees

- a. Finance, Operations and Personnel

Resolved - Cllr A Pearson elected as Chair of Committee
Proposed: Cllr A Pearson. Seconded: Cllr S Pearson. All agreed

Resolved – Cllr P Jones elected as Deputy Chair of Committee
Proposed: Cllr P Jones. Seconded: Cllr A Pearson. All agreed

Resolved - All Members
Proposed: Cllr A Turville. Seconded: Cllr A Pearson. All agreed

- b. Planning

Resolved - Cllr A Pearson elected as Chair of Committee
Proposed: Cllr R Turville. Seconded: Cllr A Turville. All agreed

Resolved – Cllr S Cartwright elected as Deputy Chair of Committee
Proposed: Cllr R Turville. Seconded: Cllr A Pearson. All agreed

Resolved - Membership – Cllr A Pearson, Cllr S Cartwright, Cllr S Pearson, Cllr A Roden, Cllr A Turville, Cllr R Turville.

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

c. Projects and Events

Resolved – Cllr P Jones elected as Chair of Committee

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

Resolved – Cllr G Samuels elected as Deputy Chair

Proposed: Cllr G Samuels. Seconded: Cllr S Cartwright. 5 agreed. 3 against

Resolved - Membership – Cllr P Jones, Cllr G Samuels, Cllr A Pearson, Cllr A Roden, Cllr A Turville, Cllr R Turville, Cllr C White

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

d. Pye Green Community Centre

Resolved - Cllr G Samuels elected as Chair of Committee

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

Resolved – Cllr A Pearson elected as Deputy Chair of Committee

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

Resolved - Membership – Cllr G Samuels, Cllr A Pearson, Cllr S Cartwright, Cllr S Pearson, Cllr A Roden, Cllr A Turville, Cllr R Turville,

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

FC/05.26/8 – Public Participation

MOP gave thanks to Cllr G Samuels for his work within the community

FC/05.26/9 – Minutes

a. **Resolved** that the minutes of the Full Town Council meeting held on 7th April 2026 be approved as a true and accurate record

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

b. **Noted:** The minutes from Pye Green Community Centre held on 14th April 2026 were received.

c. **Noted:** The minutes from Finance, Operations and Personnel Committee held on 21st April 2026 were received.

FC/05.26/10 – Finance

- a. **Noted:** RFO gave overview of recommendations from external audit 24-25
Minor scope under Assertion 8 unclear to auditor. Letter signed by RFO, Chief Officer and Chair of Council to state no significant events in 25-26 to mitigate future minor scope
- b. **Noted:** RFO confirmed that the internal audit identified no errors, omissions or irregularities
- c. **Resolved:** Council confirmed system of internal controls is in place and Chair of Council and Chief Officer signed section 1 of the AGAR
- d. **Resolved:** Chair of Council approved and signed accounting statement section 2 of the AGAR
- e. **Resolved:** Chief Officer explained what publication of information under the exercise of public rights entails. RFO proposed dates
Proposed: Cllr A Pearson. Seconded: Cllr G Samuels. All agreed
- f. **Resolved:** Retrospective approval for light in accessible toilet at Pye Green Community centre
Proposed: Cllr A Turville. Seconded: Cllr G Samuels. All agreed
- g. **Resolved:** Retrospective approval for replacement laptop for Chief Officer
Proposed: Cllr A Pearson. Seconded: Cllr G Samuels. All agreed
- h. **Resolved:** Approval for structural column testing
Proposed: Cllr P Jones. Seconded: Cllr A Pearson. All agreed
- i. **Resolved:** Approval for Christmas lights installation
Proposed: Cllr P Jones. Seconded: Cllr A Pearson. All agreed

FC/05.26/11 – Data Audit

Chief Officer informed that data audit forms part of Assertion 10 and needs to be checked biannually at Finance, Operations and Personnel Committee

- a. **Resolved:** That operational data be reviewed and approved
Proposed: Cllr A Pearson. Seconded: Cllr A Turville. All agreed
- b. **Resolved:** That personal data be reviewed and approved
Proposed: Cllr G Samuels. Seconded: Cllr A Pearson. All agreed

19:11 – RFO left meeting

FC/05.26/12 – Planters (Market Street)

Resolved that That the Council adopts responsibility for three planters located on Market Street. That planting be undertaken twice annually. That £400 of CIL funding be allocated for 2026/27, with ongoing provision to be considered in future budgets.

Proposed: Cllr Alan Pearson. Seconded: Cllr C White. All agreed

Resolved that In lieu of budget for 26-27 to utilise £400.00 CIL funding for 26-27 and factor into budget going forwards

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

FC/05.26/13 – CAB

Noted: Q4 report from CAB

Resolved: Release of Q4 payment to CAB

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

FC/05.26/14 – CCTV

Noted: CCTV reports received. Chief Officer informed CCTV representative will attend August 2026 meeting

FC/05.26/15 – Chief Officer Update

- a. **Noted:** Visions youth session schedule in Hednesford Park
- b. **Noted:** Position regarding grit bins within Hednesford
- c. **Resolved** to investigate the use of CIL funding for installation of a bus stop opposite Broadway subject to resident consultation
Proposed: Cllr A Pearson. Seconded: Cllr A Turville. All agreed
- d. **Noted:** Update on replacement trees at land off Pye Green Road by Trustgreen between November 26 and February 27
- e. **Noted:** Community Solutions event
- f. **Resolved** to approve attendance of Cllrs A Pearson and Cllr S Pearson at National Landscape Conference
Proposed: Cllr A Pearson. Seconded: Cllr A Turville All agreed

FC/05.26/16 – Motion to MP re Devolution

Resolved to write to MP regarding the devolution of District Council functions and the potential impact upon Hednesford Town Council
Proposed: Cllr A Pearson. Seconded: Cllr R Turville. All agreed

FC/05.26/17 - Date of next meeting – Tuesday 30th June at 6.30pm

Meeting closed at 7:46pm

Signed:

Date:

DRAFT