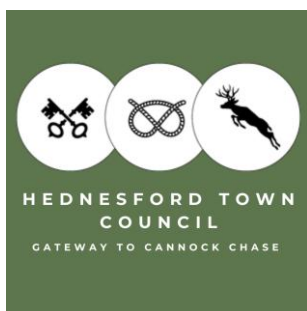




Minutes from Finance, Operations & Personnel Committee

Tuesday 13th October 2026

Minutes of a meeting of the Council held on Tuesday 13th October 2026 at 6.30 pm at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP

Members of the Finance, Operations and Personnel Committee present

Councillors Alan Pearson (Chair), Shirley Pearson, Sheila Cartwright, Arthur Roden, Garry Samuels, Ann Turville and Ronald Turville

Others present

Lindsey Smith (Chief Officer)
Cheryl Kinsella (Responsible Finance Officer)

FOP/10.26/1 - Apologies

Cllr C White
Cllr P Jones – working

FOP/10.26/2 - Declaration of Interest for any Disclosable Pecuniary Interests & Dispensations

No Disclosable Pecuniary Interests (DPIs) or requests for dispensation were declared

FOP/10.26/3 - Previous Minutes

Resolved: That the minutes of the Finance, Operations and Personnel Committee meeting held on Tuesday 14th July 2026 be approved as a true and accurate record

Proposed: Cllr A Pearson. Seconded: Cllr A Turville. 5 agreed. 2 abstain

FOP/10.26/4 - Public Participation

No members of the public were present

FOP/10.26/5 – 2026-2027 Q2 Finance Reporting

FOP/10.26/5a – S137 Payments

Resolved: That the committee approves the Q1 S137 payments

Proposed: Cllr A Pearson. Seconded: Cllr G Samuels. 7 agreed

FOP/10.26/5b – Payments £500+

Clarity was sought as to why business rates appeared twice. Members informed that this is due to cost codes and being propitiated across PGCC and HTC

Resolved: That the committee approves the payments equalling £500+ (excluding salaries)

Proposed: Cllr A Pearson. Seconded: Cllr G Samuels. 7 agreed

FOP/10.26/5c – CIL Tracker

Cllr G Samuels declared an interest in Friends of Hednesford. Community Volunteers and informed that members of the group have a list of suggested spending for CIL which he will share with HTC. Cllr G Samuels took part in the vote as no CIL was allocated to FOH.CV

Resolved: That the committee approves CIL spend tracker

Proposed: Cllr A Pearson. Seconded: Cllr R Turville. 7 agreed

FOP/10.26/5d – Q2 Finance Report

The Responsible Finance Officer advised Members that the report showed both current and forecast positions. The expenditure remained within the overall approved budget

Resolved: That the committee approves the Q2 Finance Report (budget to date)

Proposed: Cllr G Samuels. Seconded: Cllr S Cartwright. 7 agreed

FOP/10.26/5e – Bank Reconciliation

The Chair of the Committee, Cllr Alan Pearson, cross-checked the bank reconciliation against the bank statements and signed the reconciliation in accordance with the Council's Financial Regulations

Resolved: That the committee approves the bank reconciliation
Proposed: Cllr A Pearson. Seconded: Cllr S Cartwright. 7 agreed

FOP/10.26/5f – Standing Orders and Direct Debits

The Responsible Finance Officer informed that following a previous request that the document now shows annual value in addition to the frequency of payments

Resolved: That the committee approves the list of standing orders and direct debits
Proposed: Cllr A Pearson. Seconded: Cllr R Turville. 7 agreed

FOP/10.26/5g – Nationwide Fixed Rate Saver

Committee enquired if the account remains inaccessible for the period invested and it was confirmed it would. The Responsible Finance Officer advised that the 125-saver account was a 30-day access and that the Instant Access (£50,292) with Unity can be drawn down at any time

Resolved: That the Nationwide Fixed Rate Saver be reinvested for 12 months at a rate of 4%
Proposed: Cllr A Pearson. Seconded: Cllr A Roden. 7 agreed

FOP/10.26/5h – Retrospective Approval for Defib Pads

Resolved: That retrospective approval be given for the replacement defib pads for the device outside Smokehouse, Hednesford
Proposed: Cllr A Pearson. Seconded: Cllr R Turville. 7 agreed

FOP/10.26/6a/6b– Contracts and Suppliers

Resolved: That the list of contracted suppliers and preferred suppliers be approved
Proposed: Cllr A Pearson. Seconded: Cllr G Samuels. 7 agreed

FOP/10.26/7a – Community Support Fund

Resolved: That change of use of awarded grant be approved for Hednesford Forest Football Club

Approved: Cllr A Roden. Seconded: Cllr A Turville. 7 agreed

FOP/10.26/7b – Community Grant Workshop

Noted: The time and date for the free community grant workshop on 4th November 2026. Chief Officer asked Cllrs to share amongst their contacts and groups

FOP/10.26/8 – Draft 1 Budget

Responsible Finance Officer shared draft 1 of the proposed 27-28 budget. £11,066.00 increase in precept, 4.2% overall increase. A detailed discussion took place considering elements of the budget. Committee asked for draft 2 of the budget to include funding to support youth activities and PGCC and Community Officer events and to be taken to full council on 3rd November for further discussion

Resolved: That Standing Orders be suspended so that remaining business can be transacted

Proposed: Cllr A Pearson. Seconded: Cllr G Samuels. 7 agreed

FOP/10.26/9 – Officer Contract and Remuneration Review

As no members of the public were present no resolution to exclude the public was required

FOP/10.26/9a – Temporary post

Resolved: That the Project Support Officer post be made permanent and the hours per week increased from 15 to 18.75 from 1st April 2027

Proposed: Cllr A Pearson. Seconded: Cllr R Turville. 7 agreed

Committee thanked the Project Support Officer for all their contribution

FOP/10.26/9b – Salary Scale

Resolved: That the salary scale for the Chief Officer be increased from SCP 35 to SCP37 from 1st April 2027

Proposed: Cllr G Samuels. Seconded: Cllr S Pearson. 7 agreed

FOP/10.26/10 - Date and Time of Next Meeting

Tuesday 19th January 2027 at 6.30pm

The meeting closed at 7.56pm

Signed:

Date:

Draft