Minutes from Pye Green Community Centre Committee

Tuesday 11th November 2026

Minutes of a meeting of the Council held on Tuesday 11th November 2026 at 7pm at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP

Members of the Pye Green Community Centre Committee present
Councillors Garry Samuels (Chair of Committee), Alan Pearson, Shirley Pearson, Arthur Roden, Ann Turville and Ron Turville

Others present

Lindsey Smith (Chief Officer)
Rachel Gentle (PGCC Officer)

0 Member of the Public

PG/11.26/1 - Apologies

Cllr Shelia Cartwright

PG/11.26/2 - Declaration of Interest for any Disclosable Pecuniary Interests & Dispensations

No Disclosable Pecuniary Interests (DPIs) or other registrable or non-registrable interests were declared

PG/11.26/3 - Previous Minutes

Resolved: That the minutes of the PGCC Committee meeting held on Tuesday 1st September 2026 be approved as a true and accurate record
Proposed: Cllr A Pearson. Seconded: Cllr G Samuels. 5 agreed. 1 abstain.

PG/09.26/4 - Public Participation

No comments or issues raised as no members of the public present

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PG/11.26/5 – Bookings Overview

PGCC Officer informed that will be able to provide a whole year review of bookings in the new year and that are currently having to turn function room bookings away as the centre is fully booked for Saturday and Sundays until the New Year.

PG/11.26/6 – Maintenance/Operations Overview

PG/11.26/6a – Quotes for Keyholding and Alarm Call Outs

A detailed discussion took place about the 3 quotes received after it was established that the current alarm company do not provide these services. PGCC Officer outlined issues to consider regarding staff being expected to respond to out of hours call out verses a professional company. PGCC Officer confirmed that all quotes include an annual fee and a price per call out.

Resolved: That EMS be approved to provide key holding and alarm call out services for Pye Green Community Centre. £200 per annum, plus £40 per call out. Bank Holiday double time, £17 per hour after first hour. Costs to be factored into the 27-28 budget.
Proposed: Cllr G Samuels. Seconded: Cllr R Turville. 6 agreed.

PG/11.26/6b – Food Waste Bins

PGCC Officer informed that from April 2027 that it is a requirement for Pye Green Community Centre to have separate food waste bins. A brief discussion took place about how this would operate and be enforced with hirers, and that it is recommended that the centre proceeds with bi-monthly collections. Should this lead to any issues the contract can then be reconsidered. It was confirmed compostable bin liners would be used.

Resolved: To proceed with bimonthly food waste collections with current waste provider Veolia. Additional £258.00 per annum for collections plus £45.00 rental per annum. Costs to be factored into the 27-28 budget.
Proposed: Cllr G Samuels. Seconded: Cllr A Pearson. 6 agreed.

PG/11.26/6c – Reception Floor Solutions

PGCC Officer informed that the initial solution to replace the previous rubber strip in reception had been unsuccessful due to the floor being on a slight slope which meant that the resin had set uneven. PGCC Officer presented 4 possible alternatives and a brief discussion too place about pros and cons of each.

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Resolved: To proceed with option 3 to replace gap with luxury vinyl tile at a cost of £200.00. To come from PGCC maintenance budget.
Proposed: Cllr R Turville. Seconded: Cllr G Samuels. 6 agreed.

PG/11.26/6d – **Redecoration Update**

Noted: That redecoration of the function room has been completed with the corridor due for completion next week. Thanks were expressed to the Caretaker for all their hard work.

PG/11.26/6e – **Function Room Window**

Noted: That the insurance payment has been received and the window will be replaced on 17th November 2026.

PG/11.26/6f – Automatic Doors

Noted: That the front automatic doors are due for the next biannual service on 10th December 2026

A short discussion took place about risk assessment and where the responsibility for this lie. Chief Officer informed that these are carried out by experienced Officers. Cllr Turville requested for it to be placed on record that it is of his opinion that this should be carried out by trained professionals.

PG/11.26/7 – CIL

A discussion took place about the quotes that the Project Support Officer is obtaining for the potential provision of a display screen in the function room at the community centre. This will be shared once obtained. PGCC Officer informed that one of the drinks fridges in the bar area is old and leaking. It was suggested to obtain a quote and take to full council for consideration on 15th December 2026.

PG/11.26/8 - Date of next meeting – Tuesday 12th January 2027 at 6.30pm

Meeting closed at 7.23pm

Signed:

Date:

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