

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

5th June 2013

To: Members of the Penkridge Parish Council

Dear Sir/Madam

I write to invite you to attend a meeting of the Penkridge Parish Council to be held on **Thursday 13th June 2013 at 7.30 pm** in Room 1 of the Haling Dene Centre. Please note that prayers will be led by the Rev Sheila Finn at 7.25 pm prior to the commencement of the meeting.

Yours faithfully

Lynne Hames

Parish Administrator

AGENDA

1. APOLOGIES
2. CHAIRMAN'S CHARITIES
Councillor John McPheat to present cheques to his 2012 chosen charities
3. PERSONALIA AND EVENTS
4. DECLARATIONS OF INTEREST
5. DISCLOSABLE PECUNIARY INTEREST (DPI)
To receive and consider any DPI requests.
6. PUBLIC PARTICIPATION
7. POLICE MATTERS
To receive a police report if available
8. MINUTES
To approve the minutes of the meeting of the 9th May 2013.

9. COMMITTEE MINUTES
To note the minutes of the:-
 - [a] Planning meetings of the 9th May and 23rd May 2013.
 - [b] Recreation and Amenities meeting of the 23rd May 2013
10. WORKING GROUP MINUTES
No minutes received.
11. OUTSIDE GROUPS WITH PC REPRESENTATION
No minutes received.
12. ACCOUNTS
 - [a] To approve the accounts for payment for the month of May 2013
 - [b] To approve the expenditure summary printouts for May 2013.
 - [c] To receive and consider the Internal Audit report from Mr Kenneth Jones
13. BUSINESS PLAN 2013-2016
To receive and consider adopting the draft business plan.
14. BEST KEPT VILLAGE
To receive a verbal update on the above.
15. RAISING AWARENESS OF COUNCIL MATTERS
To consider the display of council information at the Haling Dene Centre, the provision of information in Penkrige Library and the circulation of council news.
16. LEASE OF RIGHT OF WAY
To consider if the council wishes to sell the small piece of land as shown in the attached plan or continue with the current annual lease arrangements.
17. NEIGHBOURHOOD PLAN
As per the resolution made at the May meeting:-
Resolved that Councillors read the Neighbourhood Planning attachment to the April Agenda and this item be placed on the June Agenda for further discussion.
18. ROOF IMPROVEMENTS
To receive a verbal update on the above from Councillor Stonehouse, consider an estimate for the above works and then consider if the project should go ahead.
19. BURIAL GROUND
 - [a] Consideration be given to setting up a 'Tree Maintenance Strategy' in line with the Haling Dene Centre strategy.
 - [b] To consider if Council now wishes to locate the bench along the new pathway in response to a resolution made in March 2013, namely:
 - [i] *The Burial Ground Plan be updated to include the new pathway.*
 - [ii] *Mr Parr be written to and advised that the Council were considering locations for benches to be placed.*

20. PARISH NEWS

In response to a resolution made at the April Full Council Meeting, reconsider a request by the Parish Plan Committee to use the pages in the above to update parishioners of the progress of the plan to date.

21. DATE AND TIME OF NEXT MEETING

Thursday 11th July 2013 at 7.30 pm

22. Local Government Act 1972 - Exclusion of Press and Public - to resolve that the Press and Public be excluded from the meeting during consideration of the following items of business on the grounds that they are likely to involve the disclosure of exempt information as defined in the appropriate paragraph(s) Section 1[2] Public Bodies/Admission to meetings Act 1960.

Private Session

23. CONFIDENTIAL MINUTES

To consider any matters arising.

Penkridge Parish Council

Minutes of the Penkridge Parish Council Meeting held
on 13th June 2013 at 7.30 pm at the Haling Dene Centre

PRESENT

Councillor	Mrs Sandra Chambers [Chairman]
"	John L Eastwood
"	Sean Flynn
"	Mrs Isabel G A Ford
"	Mrs Anne J Geoghegan
"	Gordon Hawkins
"	Peter M Jones
"	Victor Kelly
"	John McPheat
"	Anthony Minshall
"	Mrs Sandra Morris
"	David Oldfield
"	Calvert Stonehouse

3 Members of the Public were in attendance

Part I - Public Session

2560. APOLOGIES

An apology was received from Cllr Mrs Petula Hughes.

2561. FORMER CHAIRMAN'S CHARITIES

Cllr McPheat presented cheques of £570 each to members of his chosen charities; Parkinson's UK and Samaritans.

2562. PERSONALIA AND EVENTS

Personalia and Events as per the sheet circulated at the meeting and attached to the official copy of the minutes.

2563. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

2564. DISCLOSABLE PECUNIARY INTEREST (DPI)

There were no DPI requests received.

2565. PUBLIC PARTICIPATION

As per the sheet attached to the official copy of the Minutes.

2566. POLICE MATTERS

There had been no Police report received.

2567. MINUTES

Resolved that the Minutes of the meeting held on 9th May 2013 be confirmed and signed as a true and correct record.

2568. COMMITTEE AND OTHER MINUTES

Resolved that the following minutes were noted:

[a] Planning Meetings of 9th May and 23rd May 2013

[b] Recreation and Amenities Meeting of 23rd May 2013

2569. WORKING GROUPS

No Working Group Minutes had been received.

The Chairman advised Councillors present that on the table that evening were copies of the Networking Group meeting held on 6th June, any comments on the document should be forwarded to Cllr Mrs Morris.

2570. OUTSIDE GROUPS WITH PC REPRESENTATION

No minutes had been received from Outside Groups.

2571. ACCOUNTS

Resolved that:

- [a] The accounts for payment for the month of May 2013 be approved
- [b] The expenditure summary print outs for May 2013 be approved
- [c] The Internal Audit Report by Mr Kenneth Jones was received.

2572. BUSINESS PLAN 2013-2016

The Council received and adopted the Business Plan for 2013-2016.

Resolved that the Business Plan 2013-2016 be adopted.

2573. BEST KEPT VILLAGE

Cllr Oldfield gave a verbal update on the progress of the above.

The Chairman thanked all Councillors and Village organisations who had helped during the competition which contributed towards the Village looking attractive.

Councillors agreed that Dog Fouling continued to be a problem with one of the 'Hot Spots' outside Marshbrook First School. Cllr Hawkins advised that SSC had Dog Fouling Awareness leaflets in their Reception and asked if they could be delivered to all households in the Parish. Cllr Mrs Geoghegan said the Phone Box leaflet, produced by the Business Association, would shortly be delivered and this could also include the Dog Awareness leaflet.

Cllr Flynn asked if pictures of the owners and offending dogs could be displayed, but with the owners face blanked out.

The Chairman asked that a list of 'eyesores' that were submitted to the Best Kept Village be circulated to Councillors.

Resolved that:

- [i] Copies of the Dog Awareness leaflet be obtained from SSC and be distributed with the Phone Box leaflet.
- [ii] A copy of the 'eyesores' submitted to the Best Kept Village be circulated to all Councillors.
- [iii] The PA to find out if pictures of owners and offending dogs could be displayed, but with the owners face blanked out.

2574. RAISING AWARENESS OF COUNCIL MATTERS

Consideration was given to the display of Council Information at the Haling Dene Centre, provision of information in Penkrige Library and the circulation of Council news.

Councillors discussed the possibility of displaying various pieces of information in the Haling Dene Reception such as:

Councillors' contact details, Representation within Wards, Photographs

Noticeboard re-organisation within HDC Reception

A list of successful items undertaken by Council

Use of SSC Noticeboards within HDC Grounds

Provision of Noticeboard at Lyne Hill, if the application were successful

The Chair and PA to meet and compile a list of suggested items to be placed on Noticeboards/within the Library and the cost of a new Noticeboard for Council matters in HDC Reception together with how 'Council News' is circulated. Councillors were asked to consider items that could be included in the above and this item be placed on the July Agenda for further discussion.

Resolved that:

- [i] The Council's agenda and Minutes be made available in the Library.
- [ii] A new Noticeboard for Council matters in Reception be costed
- [iii] Consideration be given to how Council News be circulated
- [iv] Councillors to give consideration to items that could be included in the above
- [v] This item be placed on the July Agenda for further discussion

2575. LEASE OF RIGHT OF WAY

Council agreed to not discuss this matter further at this moment in time.

2576. NEIGHBOURHOOD PLAN

As per the resolution made at the April meeting:

Resolved that Councillors read the Neighbourhood Planning attachment to the April Agenda and this item be placed on the June Agenda for further discussion.

Resolved that Council take no further action on the above at present.

2577. ROOF IMPROVEMENTS

Councillor Stonehouse gave a brief update on the work undertaken to date. He said that the Architect, Mr Paul Wilkes, would be prepared to draw up a specification, advertise for Tenders and oversee the Contract at a cost of £1,400.

Councillors voted 10 for the above with 3 abstentions.

Councillors asked that the Tenders be returned to the PA.

Resolved that the quotation from the Architect, Mr Paul Wilkes, at a cost of £1,400 be approved to undertake the drawing up the specification, advertise for Tenders and oversee the Contract with all Tenders to be returned to the PA.

2578. BURIAL GROUND

[a] Consideration was given to if the Council wished to set up a 'Tree Maintenance Strategy' in line with the Haling Dene Centre strategy.

Resolved that:

[i] The Council adopt the Tree Maintenance Strategy for all Parish Council sites.

[ii] The PA/DPA to draw up a Health and Safety Strategy to cover all Parish Council sites.

[b] Consideration was given to if Council wished to locate the bench along the new pathway in response to a resolution made in March 2013, namely:

Resolved that:

[i] The Burial Ground Plan be updated to include the new pathway.

[ii] Mr Parr be written to and advised that the Council were considering locations for benches to be placed.

A proposal was put forward and seconded to have the bench located within the Burial Ground by the Bus Stop in Pinfold Lane.

An amendment was put forward and seconded to have the bench located at the top of the footpath by the Railway Tunnel from the Church Yard.

A second amendment was put forward and seconded to have the bench located half way along the pathway.

Councillors voted on the second amendment to have the bench located half way along the pathway with 6 Votes For and 2 Abstentions.

Councillors voted on the Substantive Motion to have the bench located half way along the pathway with 7 votes for, 2 against and 3 abstentions.

Resolved that the bench be located half way along the pathway.

2579. PARISH PLAN

In response to a resolution made at the April Full Council Meeting:

Resolved that Council see the transcript to be placed in the PPC News before publication and this be placed on the May/June Full Council Agenda.

Council were asked to review the transcript the Parish Plan Committee wished to place in the PPC News to update Parishioners on the progress to date.

Councillors agreed that a small Working Group meet to consider the Parish Plan report and if/when and where to publicise the document and by whom. The Group's recommendations be placed on the July Full Council Agenda. The working group to be open to all Councillors but should include the Chair and Vice Chair of Council. Councillors asked that the Parish Plan Committee be advised of their actions.

Resolved that:

[i] A small Working Group meet to consider the Parish Plan report and if/when and where to publicise the document and by whom and their recommendations be placed on the July Full Council Agenda.

[ii] The working group to be open to all Councillors but should include the Chair and Vice Chair of Council.

[iii] The Parish Plan Committee be advised of their actions.

2580. DATE AND TIME OF NEXT MEETING
Thursday 11th July 2013 at 7.30 pm.

2581. STANDING ORDER NO 64
Resolved

Local Government Act 1972 - Exclusion of Press and Public - to resolve that the Press and Public be excluded from the meeting during consideration of the following items of business on the grounds that they are likely to involve the disclosure of exempt information as defined in the appropriate paragraph(s) Section 1[2] Public Bodies/Admission to meetings Act 1960.

Part II - Private Session

2582. CONFIDENTIAL MINUTES

Consideration was given to the matters arising from the Recreation and Amenities minutes.

The meeting closed at 9.55 pm

Chairman: _____

Date: _____

Penkrige Parish Council

Attachment to the Minutes of the Penkrige Parish Council Meeting held on 13th June 2013 at 7.30 pm at the Haling Dene Centre

2565. PUBLIC PARTICIPATION

Mr Gordon Files of Station Road advised Councillors that Staffordshire County Council proposed to withdraw the discretionary transport arrangement to Wolgarston High School and be replaced by a transport system that dropped the pupils at the nearest school with a cost to parents of £380 per child. He thought that this would seriously affect the rural areas and the School's 6th Form. Mr Files said that a letter was to be sent out to parents of all the schools in the Wolgarston Collaboration. Parents were encouraged to write a letter of protest to the withdrawal of the service. He provided copies of the letter to parents and the draft reply letter to SCC and asked that Councillors give consideration to supporting the cause. The Chairman asked that this item be placed on the 11th July Agenda where Council could discuss it further and copies of the letters be circulated to Councillors with the June minutes.

Mr Simon East of Prescott Drive asked when the roads were going to be repaired further to the alterations that had been made in the Village Centre.

The Chairman advised that the Council would raise this matter at their next Transport Meeting.

Cllr David Williams introduced himself as the new County Councillor. He said he was meeting with Mark Keeling of SCC Highways to walk the village and discuss various problems. Cllr Williams said he would personally point out the problem areas raised at that evening's meeting. He also asked Councillors and Parishioners to contact him on any matters they thought relevant to the Village as he was also a SSC Councillor.