

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

5th December 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 12th December 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. GRANTS
The Chairman to present a cheque to the Penkridge and District First Responders who were successful in being awarded a grant at the October Full Council meeting.
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 14th November 2013.
9. COMMITTEE MINUTES
To note the minutes of the:-
 - [a] Planning meetings of the 14th and 28th of November 2013.
 - [b] Haling Dene meeting of the 28th November 2013.
 - [c] Finance and Resources meeting of the 5th December 2013.

10. WORKING GROUP MINUTES
To receive the minutes of the Website Working Group meeting of the 21st October 2013 and to receive a verbal update from Councillor Morris.
11. OUTSIDE GROUPS WITH PC REPRESENTATION
To receive the minutes of the:-
 - [a] Monckton Recreation Centre meeting of the 13th August and 22nd October 2013.
 - [b] PNN meeting of the 21st October 2013.
 - [c] Penkridge Twinning Association meeting of the 9th October 2013.
12. ACCOUNTS
 - [a] To approve the accounts for payment for the month of November 2013.
 - [b] To approve the expenditure summary printout for November 2013.
13. STATEMENT OF COMMUNITY INVOLVEMENT
To receive a letter dated 1st November from Kelly Harris, Team Leader- Local Plans, Strategic Development Services requesting comments on the above.
14. GRANTS
To receive a late grant application from Penkridge Pre-School requesting a grant towards room hire.
15. VILLAGE DEFIBRILLATOR
To receive a verbal update from Councillor Flynn on the above.
16. SSC WINTER SUMMIT
To receive a verbal update on the event from the councillors who attended the event.
17. DATE AND TIME OF NEXT MEETING
Thursday 9th January 2014 at 7.30 pm.
18. 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

19. CONFIDENTIAL MINUTES
To consider any matters arising.

Penkridge Parish Council

Minutes of the Penkridge Parish Council Meeting held
on 12th December 2013 at 7.30 pm at the Haling Dene Centre

PRESENT

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

There was one member of the public present

Part I - Public Session

2672. APOLOGIES

There were no apologies.

2673. GRANTS

The Chairman presented a cheque to Mr Mike Tym, First Responders Treasurer, who had been awarded a grant of £500 towards their running costs at the October Full Council meeting. Mr Tym thanked the Council for their grant and said it would be very helpful.

2674. PERSONALIA AND EVENTS

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

2675. DECLARATIONS OF INTEREST

Cllr Eastwood declared an interest in Item 11[c] – Outside Groups with PC Representation – Penkridge Twinning and Cllr Mrs Morris declared an interest in Item 14 – Grants - Penkridge Pre School.

2676. DISCLOSABLE PECUNIARY INTEREST (DPI)

There were no DPI requests received.

2677. PUBLIC PARTICIPATION

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

2678. POLICE MATTERS

PCSO Andy Poxon forwarded his apologies and advised that he had been off sick but had now returned to work and would ensure the Council received a report for their January 2014 meeting.

2679. MINUTES

Resolved that the Minutes of the meeting held on 14th November 2013 be confirmed and signed as a true and correct record.

2680. COMMITTEE MINUTES

Resolved that the following minutes were noted:

- [a] Planning meetings of the 14th and 28th November 2013.
 - [b] Haling Dene Management meeting of the 28th November 2013.
- The minutes were received from:
- [c] Finance and Resources meeting of 5th December 2013

2681. WORKING GROUPS

Resolved that the following minutes were received together with a verbal update from Cllr Mrs Morris:
[a] Website Working Group meeting of the 21st October

Cllr Mrs Morris thanked Cllr Oldfield for all his work on the draft design for the website and they were currently having difficulty getting in touch with the Council's Webmaster to arrange a meeting and discuss the design further. There had also been issues with the gov.uk emails, which had now been auto forwarded and Councillors were asked to test this and if they still encountered problems to contact the PA. Cllr Mrs Morris advised that the Facebook page did go live after the agreement at the November meeting but unfortunately there had been a problem with locking the security so it was decided to suspend the page. Councillors were advised that if they agreed for the Facebook to go live again the two Administrators, Cllr Mrs Morris and Cllr Oldfield, would monitor the comments and withdraw any inappropriate comments made on the page. A filter could be applied to block certain wording.

The Chairman thanked Cllrs Mrs Morris and Oldfield for their prompt action to withdraw the Facebook page but asked Councillors if they were happy to 'go live' once more for a six month trial and Council could monitor the progress.

A proposal was put forward and seconded that the Council continue with Facebook and take as much protection on the Page as possible, this be on a six month trial and Cllr Mrs Chambers to be included as an Administrator together with Cllrs Mrs Morris and Oldfield. The Administrators to report back to the Council as and when required.

There were 14 votes for and one against; Cllr Hawkins asked that his name be recorded as voting against the proposal.

Resolved that:

- [i] The Council continue with Facebook and take as much protection on the Page as possible, this be on a six month trial and Cllr Mrs Chambers to be included as an Administrator together with Cllrs Mrs Morris and Oldfield. The Administrators to report back to Council as and when required.
- [ii] If the Website Committee meet with the Webmaster before the January 2014 Full Council meeting this be placed on the Agenda as a discussion item.

2682. OUTSIDE GROUPS WITH PC REPRESENTATION

Resolved that the following minutes were received

- [a] Monckton Recreation Centre meeting of the 13th August and 22nd October 2013.
- [b] PNN meeting of the 21st October 2013.
- [c] Penkridge Twinning Association meeting of the 9th October 2013.

Councillors discussed the possibility of the above minutes being distributed to them via email and where necessary the Council Representatives give a verbal report on their attendance at meetings. Cllrs were also reminded that it was agreed, where they sit on Committees as a representative of the Council, a copy of the minutes for the meeting should be supplied as information. It was agreed that the PA chase up the relevant Committees and remind them to forward a copy of their minutes for each meeting held.

Councillors agreed that in future all minutes should be emailed and not copied with the relevant Agenda.

Resolved that:

- [i] The PA chase up the Committees, where there is a Council representative, and remind them to forward a copy of their minutes for each meeting held.
- [ii] In future all minutes should be emailed and not copied with the relevant Agenda.

2683. ACCOUNTS

Resolved that:

- [a] The accounts for payment for the month of November 2013 be approved.
- [b] The expenditure summary print outs for November 2013 be approved.

2684. STATEMENT OF COMMUNITY INVOLVEMENT

A letter was received dated 1st November from the SSC Strategic Development Services Team Leader who asked for comments on the above which related to how they consulted with people and organisations when they were preparing Planning Policies or processing applications. It was noted that comments should be received no later than 16th December and the formal adoption of the document would be in Spring 2014.

2685. GRANTS
A late application from the Penkridge Pre-School was received and considered for a grant towards their room hire costs.
Council had a lengthy discussion on the application and the fundamentals involved.
A proposal was put forward and seconded that the Council give a grant of £581 towards the Pre-School's room hire costs.
There were nine votes for, four against and two abstentions.
Cllr McPheat asked that his name be recorded as voting against the proposal.
Resolved that a grant be awarded of £581 towards the Pre-School's room hire costs.
2686. VILLAGE DEFIBRILLATOR
Cllr Flynn gave a verbal update on the progress of re-locating the above which used to be sited within the Penkridge Cabs office on Crown Bridge until it closed.
Cllr Flynn advised that the defibrillator was now to be located on the wall adjacent to the Festival Gardens and the electricity supply would be via Hodsons, who had agreed to stand the electricity cost unless it became extortionate. He said that Sainsburys had provided the funding to purchase the Box the defibrillator would be stored in. The delay in installation was mainly due to the delivery of the Box which had now been received. A meeting would now be arranged between Hodsons and the Electrician to install the box and connect everything up to the electricity supply.
The Chairman thanked Cllr Flynn for his report and work in co-ordinating the above, she asked that if he required help to let his fellow Councillors know.
2687. SOUTH STAFFORDSHIRE COUNCIL WINTER SUMMIT
The Chairman's verbal report on Councillors' attendance at the above on 29th November was received. She had spoken to Inspector Knight and was advised that the Village are keeping PCSO Andy Poxon but with respect to the Police Post being reinstated at the Haling Dene, this would take some months as they now had to go through an application process. All Councillors who attended the Summit agreed it had been the best one to date and was very informative and useful.
2688. DATE AND TIME OF NEXT MEETING
Thursday 9th January 2014 at 7.30 pm.
2689. 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 2 - Private Session

2690. CONFIDENTIAL MINUTES
Consideration was given to the matters arising from the Haling Dene Management minutes of 28th November and the Finance and Resources minutes of 5th December 2013.
2691. FINANCE AND RESOURCES
Consideration was given to the matters arising from Finance and Resources minutes of 5th December 2013.

The meeting closed at 9.25 pm

Chairman: _____

Date: _____

Penkridge Parish Council

Attachment to the Minutes of the Penkridge Parish Council Meeting held on 12th December 2013 at 7.30 pm at the Haling Dene Centre

2677. PUBLIC PARTICIPATION

Mr D Briggs, Cannock Road, asked where the Police Post within the Haling Dene Centre was. The Chairman advised Mr Briggs that it had been removed from the Centre but they hoped it would return in the not too distant future.

Mr Briggs advised that the signage in the street was still showing that the Police Post was located at the Haling Dene and hoped this did not cause the Council Staff too much extra work. He wished the Council a Happy Christmas and a Prosperous New Year.