

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

2nd January 2014

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 9th January 2014 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. PERSONALIA AND EVENTS
3. DECLARATIONS OF INTEREST
4. DISCLOSABLE PECUNIARY INTEREST (DPI)
To receive and consider any DPI requests.
5. PUBLIC PARTICIPATION
6. POLICE MATTERS
To receive a police report if available.
7. MINUTES
To approve the minutes of the meeting of the 12th December 2013.
8. COMMITTEE MINUTES
To note the minutes of the Planning meeting of the 12th December 2013
9. WORKING GROUP MINUTES
None received.
10. OUTSIDE GROUPS WITH PC REPRESENTATION
To receive the minutes of the Twinning Association meeting of the 13th November 2013.

11. ACCOUNTS
 - [a] To approve the accounts for payment for the month of December 2013 [to follow].
 - [b] To approve the expenditure summary printout for December 2013 subject to any queries being raised by the time of the next meeting [to follow].
12. PRECEPT

To receive and consider setting the precept for 2014-2015 at £210,000.
13. CREDIT/DEBIT CARDS

To receive and consider proposals to:-

 - [a] Obtain a credit card for use by the Parish Council.
 - [b] To allow users to pay by card for events and consider options available.
14. WEBSITE UPDATE

To receive a verbal update from Councillor Morris on the progress of the website changes
15. FACEBOOK

To review the situation concerning the Parish Council's postings to Facebook.
16. PARISH NEWS

To consider future publications of Penkridge Parish News.
17. DATE AND TIME OF NEXT MEETING

Thursday 13th February 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.
20. STAFFING SUB COMMITTEE

To receive and consider the above groups recommendations.

Penkridge Parish Council

Minutes of the Penkridge Parish Council Meeting held
on 9th January 2014 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
"	Gordon Hawkins
"	Mrs Petula M C Hughes
"	Peter M Jones
"	Victor Kelly
"	John McPheat
"	Anthony Minshall
"	Mrs Sandra Morris
"	David Oldfield
"	Calvert Stonehouse

There were two members of the public present

Part I - Public Session

2693. APOLOGIES

There was an apology from Cllr Mrs Geoghegan.

2694. PERSONALIA AND EVENTS

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

Resolved that the Finance and Resources and Annual Parish meetings be included on the list of future dates.

2695. DECLARATIONS OF INTEREST

There were no declarations of interest.

2696. DISCLOSABLE PECUNIARY INTEREST (DPI)

There were no DPI requests received.

2697. PUBLIC PARTICIPATION

There were no members of the public who wished to speak.

Cllr Mrs Ford said on behalf of the public could she convey their congratulations on this year's Christmas Tree.

2698. POLICE MATTERS

PCSO Andy Poxon forwarded his apologies and submitted a monthly report which was presented by PC Carl Paten.

PC Paten asked if the Council would consider placing a litter bin close to the Gazebo in the Horsefair and also, as there was a Flash Cam in the grounds, CCTV signs be placed around the Gazebo to make youths aware they were being 'watched'.

2699. MINUTES

Resolved that the Minutes of the meeting held on 12th December 2013 be confirmed and signed as a true and correct record.

2700. COMMITTEE MINUTES

Resolved that the following minutes were noted:

[a] Planning meeting of the 12th December 2013

2701. WORKING GROUPS

It was noted that no minutes had been received.

2702. OUTSIDE GROUPS WITH PC REPRESENTATION

Resolved that the following minutes were received

[a] Penkrigde Twinning Association meeting of the 13th November 2013.

The Council's representative for the Twinning Association said he had very rarely received any correspondence from them. The Chairman also asked if a letter could be sent to the Twinning Association to ask if they wished the Chairman of Council to continue being their President and if they still wished there to be a Council Representative.

2703. ACCOUNTS

Resolved that:

[a] The accounts for payment for the month of December 2013 be approved subject to any queries being raised by the time of the next meeting.

[b] The expenditure summary print outs for December 2013 be approved.

2704. PRECEPT

Consideration was given to setting the Precept for the financial year 2014 – 2015 at £210,000.

Resolved that the Precept be set at £210,000 for the financial year 2014 – 2015.

2705. CREDIT/DEBIT CARDS

Consideration was given to:

[a] The Council obtaining a credit card for use by the Parish Council.

A proposal was put forward and seconded that the Council apply for the Barclaycard which was free for the first year and then a cost of £32 per annum. The card be issued to the Parish Administrator and payments made by direct debit where a monthly statement is received and these be presented to Full Council for authorisation.

Resolved that the Council apply for a Barclaycard to be in the Parish Administrator's name with the above terms and conditions to apply.

[b] Allowing the Centre's Users to pay by card for events and Councillors considered options available.

A proposal was put forward and seconded that the Council implement the Barclaycard Pin and Chip System.

Councillors discussed the two options put forward with conflicting information on the Barclaycard System.

Councillor Oldfield withdrew his proposal and then proposed that the PA investigate the charges for the system and any special offers available and this be bought back to the next Full Council meeting.

There were six votes For and seven votes Against.

Councillor Oldfield asked that Councillors names be recorded in relation to the votes.

For – Councillors Mrs Chambers, Flynn, Mrs Morris, McPheat, Oldfield and Stonehouse

Against – Councillors Craddock, Mrs Ford, Hawkins, Mrs Hughes, Jones, Kelly and Minshall.

Resolved that the PA does not investigate the charges for the system and any special offers available.

2706. WEBSITE UPDATE

Councillors Mrs Morris advised that the Committee had met on the 6th January and were currently compiling a Plan of Action which will be presented at the next Full Council meeting for consideration.

Resolved that this item be placed on the February Full Council Agenda.

2707. FACEBOOK

Councillors received a copy of the current Facebook page.

The Chairman thanked Councillors Mrs Morris and Oldfield for their hard work in producing the site and their continual monitoring and updating of the page.

Councillors agreed that Cllr Mrs Morris continue to do a summary of meetings for the site but this then be replaced by the Minutes once they had been approved. Councillors asked if they could be given a monthly update for the six month trial period.

2707. FACEBOOK [Cont'd]
Resolved that Cllr Mrs Morris continue to do a summary of meetings for the site but this then be replaced by the Minutes once they had been approved. Councillors asked if they could be given a monthly update for the six month trial period.
2708. PARISH NEWS
Consideration was given to future publications of the Penkridge Parish News. The Chairman advised that she was currently investigating the possibility of the Council having an independent News Publication and would present facts and figures to Councillors at the February Full Council meeting. **Resolved** that this item be placed on the February Full Council Agenda.
2709. DATE AND TIME OF NEXT MEETING
Thursday 13th February 2014 at 7.30 pm.
2710. 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

2711. CONFIDENTIAL MINUTES
It was noted that there were no Confidential Minutes.

Cllr Mrs Morris left the meeting at 8.40 pm.
2712. STAFFING SUB COMMITTEE
The Sub Committee's recommendations for the replacement of the Caretaker, who retired on 31st January, were received and approved.

The meeting closed at 8.55 pm

Chairman: _____

Date: _____