

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

6th March 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 13th March 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 13th February 2014.
8. COMMITTEE MINUTES
To note the minutes of the:-
[a] Planning meetings of the 13th and 27th of February 2014.
[b] Haling Dene meeting of the 27th February 2014.
9. OUTSIDE GROUPS WITH PC REPRESENTATION
To receive the minutes of the:-
[a] PNN meeting of the 13th January 2014.
[b] Highway Liaison Group meeting of the 9th January 2014.
10. ACCOUNTS
[a] To approve the accounts for payment for the month of February 2014
[b] To approve the expenditure summary printout for February 2014.
11. STAFFING AND STAFF HOUSE
To receive and consider recommendations from the 13th March meeting with regard to the Council's proposals for the Staff House and if it should be rented or sold.

12. PARISH NEWS
To receive and consider suggested information with regard to the circulation of the Parish Council News [To Follow].
13. WEDDING FAYRE
To receive a verbal update from Councillor Mrs Morris on the progress of the above.
14. WEBSITE
To receive and consider options for the provision of the Parish Council's website from the Website Working Group [To Follow].
15. LET'S CELEBRATE PENKRIDGE
To receive a verbal update from Councillor Mrs Morris on the progress of the above.
16. CIVIC AWARDS
 - [a] To receive the minutes of the Working Group meeting of the 13th February 2014.
 - [b] To receive and consider a proposed Civic Award Policy and recommendations made by the group.
17. ANNUAL PARISH MEETING
To receive a verbal report from the Chairman regarding this year's arrangements.
18. GRANTS AND DONATIONS
 - [a] To receive the minutes of the Grant Awards Working Group on the 20th February 2014.
 - [b] To receive and consider a revised Grant Policy.
 - [c] To receive and consider the recommendations of the group with regard to the grant applications from:-
 - Penkridge Parochial Church
 - Penkridge Civic Society
 - Churches Together
 - Penkridge Youth Forum.
 - PNN group
 - Monckton Recreation Centre
 - Penkridge Peace Memorial Hall
 - The Samaritans.
 - Penkridge Organ Restoration Appeal Committee
19. CHAIRMAN'S CHARITY
To receive a verbal report from the Chairman on fundraising activities.
20. DATE AND TIME OF NEXT MEETING
Thursday 18th April 2014 at 7.30 pm.
21. 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

22. CONFIDENTIAL MINUTES
To consider any matters arising.

Penkridge Parish Council

Minutes of the Penkridge Parish Council Meeting held
on 13th March 2014 at 7.30 pm at the Haling Dene Centre

PRESENT

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

There was one member of the public present

Part I - Public Session

2744. APOLOGIES

Apologies were received from Cllrs Flynn, Mrs Geoghegan, Jones and Mrs Morris.

2745. PERSONALIA AND EVENTS

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

The Chair asked that three further items be included on the list; 4th April Shep Woolley, 10th May Let's Celebrate Penkridge and 11th May Wedding Fayre.

The Chairman advised Councillors that there was one item under item 6 – News and handed over to Cllr McPheat.

Cllr McPheat said that it was with a little heavy heart that he had written to the Chairman and PA giving notice that he would resign from Council on 1st May. He thanked those Councillors, past and present, who had voted him into the seat of Chairman during his time on the Council and invited Councillors to join him in the bar after the meeting.

The Chairman presented Cllr McPheat with a certificate and advised those present that he had served the Council for a little over 21 years; she thanked him for his contribution and said that his sense and wisdom would be greatly missed.

2746. DECLARATIONS OF INTEREST

Cllrs Mrs Chambers, Mrs Ford and Mrs Hughes declared an interest in Item 18[c]– Grant Applications – Civic Society

Cllr Minshall declared an interest in Item 18[c]– Grant Applications – Monckton Recreation Centre.

2747. DISCLOSABLE PECUNIARY INTEREST (DPI)

Cllr Minshall had submitted a DPI request for Item 18[c] Grant Applications – Monckton Recreation Centre.

2748. PUBLIC PARTICIPATION

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

2749. POLICE MATTERS

WPC Rachel Boxton-Shaw and PC Adrian Gledhill attended the meeting and gave the monthly report.

2750. MINUTES

Resolved that the Minutes of the meeting held on 13th February 2014 be confirmed and signed as a true and correct record.

2751. COMMITTEE MINUTES

Resolved that the following minutes were noted:

[a] Planning meeting of the 13th and 27th February 2014

[b] Haling Dene Management meeting of 27th February 2014

2752. WORKING GROUPS

Resolved that the following minutes were received:

Highway Liaison Group meeting of 9th January 2014

The Chairman advised Councillors that at the Highway Liaison Meeting PC Carl Paton attended and presented footage from the SSC CCTV camera at the junction of Market Street/Mill Street and he had also held a Surgery at the weekend with regard to the junction. He advised Councillors that if the dotted lines were not removed there would be a serious accident. Councillors asked the SCC Officer present if the lines could be removed. The Officer agreed to have the lines removed if Council approved this action.

The Chairman asked Councillors present if they agreed for SCC Highways to remove the dotted lines at the end of Market Street. Councillors voted unanimously on the proposal.

Resolved that the PA advise SCC Highways to remove the dotted lines at the end of Market Street

2753. OUTSIDE GROUPS WITH PC REPRESENTATION

Resolved that the following minutes were received

PNN meeting of the 13th January 2014

2754. ACCOUNTS

Resolved that:

[a] The accounts for payment for the month of February 2014 be approved

[b] The expenditure summary print outs for February 2014 be approved.

2755. STAFF HOUSE

Councillors received the recommendation from the 13th March meeting with regard to the above.

Resolved that any decision be deferred until further details are obtained regarding the cost to update/repair the Staff House.

2756. PARISH NEWS

The Chairman circulated information giving costings for the distribution of six newsletters per year. The options were attached to the Fishnet at a cost of £206, printed by Footprint and distributed with The Chronicle at a cost of £172 and regular pages in the Penkrudge Advertiser at a cost of £200.

A proposal was put forward and seconded that the Council go forward with the quotation from Footprint and distributed with The Chronicle and the PA to confirm distribution numbers and costings and to go ahead as long as the cost is in line with the quotation. Councillors asked if there was a significant difference that this item be placed on the April Full Council Agenda for further discussion.

Resolved that:

[i] The quotation from Footprint and distributed with The Chronicle be accepted.

[ii] The PA to confirm distribution numbers and costings and proceed as long as the cost is in line with the quotation.

[iii] If there was a significant difference in cost this item be placed on the April Full Council Agenda for further discussion

2757. WEDDING FAYRE

The Chairman advised that due to Cllr Mrs Morris not being present due to illness that any updates be circulated to Councillors.

Resolved that Cllr Mrs Morris circulate updates to Councillors.

2758. WEBSITE UPDATE

The Chairman advised that the Working Group had approached five companies to submit quotations but not all the information had been received so this item would be placed on the April Full Council Agenda when all the information should be received and the Group could make recommendations to Council.

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

2759. LET'S CELEBRATE PENKRIDGE

Councillor Mrs Morris had circulated an update to all Councillors with a few outstanding items to be clarified/agree.

Councillors agreed that, weather permitting; the marquee would be erected for the event. All downstairs rooms be available for use. With regard to refreshments on the day Councillors thought the WI could be asked if they would provide Sandwiches and Cakes. The Bar be open and the Vending Machine be stocked. Councillors did not approve of catering vans being on site. They also thought that families be invited to have a picnic in the grounds.

Resolved that:

- [i] The marquee would be erected for the event, weather permitting, and all downstairs rooms be available for use.
- [ii] The WI be asked if they would provide Sandwiches and Cakes and the Bar be open/Vending Machine be stocked.
- [iii] Families be invited to have a picnic in the grounds.
- [v] Councillors did not approve of catering vans being on site.

2760. CIVIC AWARDS

[a] The minutes were received of the Working Group meeting of 13th February 2014.

[b] A proposed Civic Award Policy was received and considered, the recommendations made by the group to Council were approved.

Resolved that the Civic Award Policy be adopted.

2761. ANNUAL PARISH MEETING

The Chairman advised that posters had been placed on Noticeboards and public places around the Village to advertise the above. She said that the meeting this year would be split into two sections with the first half being the 'business' part of the meeting and in the second part there would be two speakers, one from the First Responders to give a demonstration on the defibrillator and the second from Inspector Geoff Knight, together with some of the Neighbourhood Police Team, to discuss the changes and developments within the South Staffordshire Police.

2762. GRANTS AND DONATIONS

[a] The minutes were received from the Grant Awards Working Group meeting on the 20th February 2014.

[b] The Grants Policy was received and considered.

Resolved that the Grants Policy be adopted once the minor changes had been made to the document.

[c] The recommendations of the Grant Award Working Group with regard to the grant applications was received and considered.

Resolved that

[i] The following Grants be awarded.

- Penkridge Parochial Church be awarded a grant of £1,000
- Penkridge Civic Society be awarded a grant of £500
- Churches Together be awarded a grant of £50
- Penkridge Youth Forum be awarded a grant of £187
- PNN group be awarded a grant of £232
- Penkridge Peace Memorial Hall be awarded a grant of £500
- The Samaritans be awarded a grant of £200

[ii] Penkridge Organ Restoration Appeal Committee be invited to a further meeting to provide additional information.

[iii] £1,000 be carried forward to the Grant Budget for 2014/15 in case the Organ Restoration Appeal are awarded a grant.

2763. CHAIRMAN'S CHARITY

The Chairman advised that she was arranging an event at the Haling Dene on 12th April to raise funds for the above. There would also be a raffle held at the Shep Woolley event on 4th April and asked that Councillors donate raffle prizes for this event.

2764. DATE AND TIME OF NEXT MEETING
Thursday 13th March 2014 at 7.30 pm.

2765. 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.

2766. CONFIDENTIAL MINUTES

Consideration was given to the matters arising from the Haling Dene Management minutes.

The meeting closed at 8.50 pm

Chairman: _____

Date: _____