

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

7th November 2014

To: Members of Penkridge Parish Council

Dear Sir/Madam

I write to invite you to attend a meeting of Penkridge Parish Council to be held on **Thursday 13th November 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

Lesley Griffiths

Deputy 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. SOUTH STAFFORDSHIRE COUNCIL – RURAL AFFORDABLE HOUSING
To receive a verbal update/report on the above from Andrew Lindop and Jennifer Lawton.
7. POLICE MATTERS
To receive a police report if available.
8. MINUTES
To approve the minutes of the meeting of 9th October 2014.
9. COMMITTEE MINUTES
To note the minutes of the:-
[a] Planning meetings of 9th October and 23rd October 2014.
[b] Recreation and Amenities meeting of 23rd October 2014.
10. WORKING GROUP MINUTES
To receive the minutes of the:-
[a] Highway Liaison meeting of 18th September 2014
11. OUTSIDE GROUPS WITH PC REPRESENTATION
To receive the minutes of the:-
[a] Monckton Recreation Committee meeting dated 30th April 2014
[b] Penkridge Twinning Association dated 25th September 2014
12. ACCOUNTS
[a] To approve the accounts for payment for the month of October 2014.
[b] To approve the expenditure summary print outs for October 2014.

13. FULL COUNCIL AND BURIAL GROUND BUDGETS 2015/2016
 - [a] To receive and consider the budget requirements for Full Council for the financial year 2015/16 [attached].
 - [b] To receive and consider the budget requirements for Burial Ground for the financial year 2015/16 [attached].

14. BURIAL GROUND
 - [a] To consider increasing the Table of Fees for the financial year 2015/16 [attached].
 - [b] To consider reviewing the Burial Ground Rules and Regulations and appointing a Working Group to undertake this process.

15. STAFF HOUSE

Further to remedial work being carried out at the above property and an updated rental figure received, to consider when Council wish to advertise the property for rental.

16. WEBSITE UPDATE

To receive a verbal update on the above.

17. GRANTS AND DONATIONS

To receive and consider grant applications from:

 - [a] Penkridge Anglo German Remembrance Day Association for a grant towards their room hire costs of £100.
 - [b] South Staffordshire Citizens Advice Bureau for a grant towards their room hire costs of £500.

18. DATE AND TIME OF NEXT MEETING

Thursday 11th December 2014 at 7.30 pm.

19. 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.

20. CONFIDENTIAL MINUTES

To consider any matters arising.

Penkridge Parish Council

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

PRESENT

Councillor	Calvert Stonehouse [Vice Chairman]
"	Bevan Craddock
"	John L Eastwood
"	Mrs Isabel G A Ford
"	Mrs Anne J Geoghegan
"	Mrs Petula M C Hughes
"	Peter M Jones
"	Victor Kelly
"	Anthony Minshall
"	Mrs Sandie Morris
"	David Oldfield
"	Mrs Vivienne Smith
Minutes	Mrs L Griffiths

There were no members of the Public in attendance

The Vice Chairman chaired the meeting in the absence of the Chair

Part I - Public Session

2916. APOLOGIES

Apologies were received from Cllrs Sandra Chambers, Sean Flynn and Gordon Hawkins.

2917. PERSONALIA AND EVENTS

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

2918. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

2919. DISCLOSABLE PECUNIARY INTEREST (DPI)

There had been no DPI requests received.

2920. PUBLIC PARTICIPATION

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

2921. SOUTH STAFFORDSHIRE COUNCIL – RURAL AFFORDABLE HOUSING

A verbal update/report on the above was received from Andrew Lindop and Jennifer Lawton from SSC and Charlie Riley from South Staffs Housing Association.

They advised the Council of the process for the Rural Housing Provision but this can only be done with the backing of the Parish Council. There are a number of stages to go through with SSC and SSHA undertaking all the stages in consultation with the Parish Council. The whole process, start to finish, would take between 3½ to 4½ years with no cost to the Parish.

It was agreed that this item be placed on a future agenda for further discussions. If Councillors wished to have further discussion all parties would be willing to attend.

Resolved that this item be placed on a future agenda for further discussion.

2922. POLICE MATTERS

PCSO Andy Poxon attended the meeting and presented the Police report for the previous month.

2923. MINUTES
Resolved that:
The Minutes of the meeting held on the 9th October 2014 be confirmed and signed as a true and correct record.
2924. COMMITTEE MINUTES
The minutes were noted of the:-
[a] Planning meetings of 9th October and 23rd October 2014.
[b] Recreation and Amenities meeting of 23rd October 2014.
2925. WORKING GROUP MINUTES
The minutes were received of the:-
[a] Highway Liaison meeting of 18th September 2014
2926. OUTSIDE GROUPS WITH PC REPRESENTATION
The minutes were received of the:-
[a] Monckton Recreation Committee meeting dated 30th April 2014
[b] Penkridge Twinning Association dated 25th September 2014
2927. ACCOUNTS
[a] The accounts for payment for the month of October 2014 be approved.
[b] The expenditure summary print outs for October be approved.
2928. FULL COUNCIL AND BURIAL GROUND BUDGETS 2015/2016
[a] Consideration was given to the budget requirements for the Full Council for the financial year 2015/16.
Resolved that the budget for the Full Council be set at £113,775 for 2015/16 as per the sheet attached to the official copy of the minutes
[b] Consideration was given to the budget requirements for the Burial Ground for the financial year 2015/16.
Resolved that the budget for the Burial Ground be set at £8,758 for 2015/16 as per the sheet attached to the official copy of the minutes
2929. BURIAL GROUND
[a] Consideration was given to increasing the Table of Fees for the financial year 2015/16.
Resolved that the Table of Fees increase by 1% from 1st April 2015.
[b] Consideration was given to reviewing the Burial Ground Rules and Regulations and a Working Group be appointed to undertake this process.
Resolved that the Burial Ground Appeal Panel meet to review the Rules and Regulations and any amendments be agreed by the Full Council.
2930. STAFF HOUSE
Further to remedial work now being carried out at the above property and an updated rental figure received, consideration was given to if the Council wished to advertise the property for rental.
Resolved that:
[i] Quotations for charges be obtained from other local Agents for Rental services.
[ii] A copy of a sample lease be obtained.
[iii] Information required regarding who can terminate the lease early and the costs.
[iv] This item be placed on the December Full Council agenda with a view to renting the property for a 12 month term once the above had been considered and agreed.
2931. WEBSITE UPDATE
Cllr Oldfield said there was little to update the Council with, except that the website was currently being updated and all emails would soon be forwarded directly to Councillors.

2932. GRANTS AND DONATIONS

Consideration was given to grant applications from:

[a] Penkridge Anglo German Remembrance Day Association for a grant towards their room hire costs of £100.

Resolved that a grant of £100 be given towards their room hire costs.

[b] South Staffordshire Citizens Advice Bureau for a grant towards their room hire costs of £500.

Resolved that a grant of £500 be given towards their room hire costs.

2933. DATE AND TIME OF NEXT MEETING

Thursday 11th December 2014 at 7.30 pm.

2934. 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.

The meeting closed at 10.15 pm

Chairman: _____

Date: _____

Penkridge Parish Council

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

2920 PUBLIC PARTICIPATION

David Williams, SCC Councillor, said he had three things he wished to raise:

Firstly he had received an invite to the Council's Civic Service in July but unfortunately due to work commitments could not attend but did send an email apologising when he had completed his shift at 7.00 pm. He has now received an invoice and letter from the Chairman asking that he pay for his non attendance. After looking at the invite letter nowhere does it state that there would be a charge for non-attendance.

The Vice Chairman advised Cllr Williams that they would look into this matter for him.

Secondly he said that he had not received an invitation to attend the Remembrance Sunday Parade and he thought this was part of his statutory duties.

Cllr Mrs Ford said she was a member of the Royal British Legion and would speak to them on his behalf.

Lastly Cllr Williams said he had given the Council a Feasibility Study for the Railway Station but had not heard anything from the Parish Council.

The Vice Chairman said that they would also look into this matter.