

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

19th December 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 8th January 2015 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

Acting 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 11th December 2014.
8. COMMITTEE MINUTES
To note the minutes of the:-
[a] Planning meetings of 11th December 2014.
9. WORKING GROUP MINUTES
To note that no minutes have been received.
10. OUTSIDE GROUPS WITH PC REPRESENTATION
To note that no minutes have been received.
11. ACCOUNTS
[a] To approve the accounts for payment for the month of December 2014.
[b] To note that the expenditure summary print outs for December 2014 will be included on the February 2015 Agenda .

12. STAFF HOUSE

[a] Further to the resolution made at the 11th December meeting:

Resolved that:

- [i] The rental agreements be passed onto the Council's Solicitor and asked for advice on best agreement and any hidden costs.
- [ii] Confirmation be obtained to if the Council should provide an oven and curtain rails in order to rent the property.

To receive and consider the Council's Solicitor's comments with regard to the above and to consider which Agent the Council wish to represent them in the leasing of the Staff House.

[b] To receive and consider the 'Details for Consideration' sheet in relation to the above.

[c] To consider when the Council wish to advertise the property for rental and for what period.

13. PENKRIDGE POST OFFICE

To receive and consider a letter dated 8th December from the Area Manager with regard to the above.

14. HORTICULTURAL CONTRACT 2015 - 2020

To receive and consider the draft specification for the above.

15. DATE AND TIME OF NEXT MEETING

Thursday 12th February 2015 at 7.30 pm.

16. 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

17. CONFIDENTIAL MINUTES

To consider any matters arising.

Penkridge Parish Council

Minutes of the Penkridge Parish Council Meeting held
on 8th January 2015 at 7.30 pm at the Haling Dene Centre

PRESENT

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

There were three members of the Public in attendance

Part I - Public Session

2962. APOLOGIES

There were no apologies received.

2963. PERSONALIA AND EVENTS

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

2964. DECLARATIONS OF INTEREST

Cllr Stonehouse declared an interest in one Item in Part II of the meeting.

2965. DISCLOSABLE PECUNIARY INTEREST (DPI)

There had been no DPI requests received.

2966. PUBLIC PARTICIPATION

Cllr Mrs Ford had been asked to pass on the congratulations from a number of Parishioners with regard to the lovely Christmas light display.

2967. POLICE MATTERS

PCSO Andy Poxon forwarded his apologies and submitted the Police report for the previous month. Councillors expressed concerns with regard to the number of burglaries over the previous month and asked if there could be additional cameras to compensate for the lack of Police presence. They also asked if Parishioners could be reminded that it is their responsibility to keep their properties and vehicles secure at all times.

2968. MINUTES

Resolved that:

The Minutes of the meeting held on the 11th December 2014 be confirmed and signed as a true and correct record.

2969. COMMITTEE MINUTES

Resolved that the minutes were noted of the:-

[a] Planning meeting of 11th December 2014.

2970. WORKING GROUP MINUTES

It was noted that no minutes had been received.

2971. OUTSIDE GROUPS WITH PC REPRESENTATION

It was noted that no minutes had been received.

2972. ACCOUNTS

Resolved that:

- [a] The accounts for payment for the month of December 2014 be approved.
- [b] The expenditure summary print outs for December 2014 be approved.

2973. STAFF HOUSE

[a] Further to the resolution made at the 11th December meeting:

Resolved that:

- [i] The rental agreements be passed onto the Council's Solicitor and asked for advice on the best agreement and any hidden costs.
- [ii] Confirmation be obtained to if the Council should provide an oven and curtain rails in order to rent the property.

Consideration was given to the Council's Solicitor's comments which offered to read through the Tenancy agreements at a cost £150 plus VAT.

A proposal was put forwarded and seconded for the Council to place the house for rent with Trafalgar Properties.

Resolved that the Council place the house for rent with Trafalgar Properties.

[b] Consideration was given to the 'Details for Consideration' sheet in relation to the above.

Resolved that the following be approved:

Trafalgar Properties

Monthly Rental Value £850

Fees

Trafalgar Properties

The Full Management Service has an initial fee of £190.00 + VAT

If the property is re-let there is a fee of £ 95.00 + VAT

To draw up a new Lease £ 50.00 + VAT

Term of Lease 12 months

Monthly Rental Paid by Bank

DSS Tenants No

Council allow pets Subject to Approval

The Council will not install an oven before the house is rented

The Council will not provide curtains poles/curtains/blinds

The Gas and Electric Inspections be updated

Council to obtain an EPC Certificate before renting the property

2974. PENKRIDGE POST OFFICE

A letter was received and considered dated 8th December from the Area Manager with regard to renovation and new opening times for the above.

Resolved that the Post Office be asked if extra storage could be provided at Penkridge to allow the storage of larger parcels and if tracked parcels could be stored at Penkridge so parcels did not have to be returned to Stafford.

2975. HORTICULTURAL CONTRACT 2015 - 2020

Consideration was given to the draft specification for the above.

Resolved that the specification be approved and quotations obtained.

2976. DATE AND TIME OF NEXT MEETING

Thursday 12th February 2015 at 7.30 pm.

2977. 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

2978. CONFIDENTIAL MINUTES

There were no Confidential Items for consideration within the Full Council minutes of 11th December 2014.

The meeting closed at 8.55 pm

Chairman: _____

Date: _____