

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

6th November 2015

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 November 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. All Parish Council meetings will be audio recorded.

Yours faithfully

Lesley Griffiths
Parish Administrator

Part I - Public Session

AGENDA

1. APOLOGIES
2. PERSONALIA AND EVENTS
To receive the above for October 2015.
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 8th October 2015.
8. COMMITTEE MINUTES
To note the minutes of the:-
[a] Planning meetings of the 8th and 22nd October 2015
[b] Recreation and Amenities meeting of 22nd October 2015
To receive the minutes of:
[c] Finance and Resources meeting of 29th October 2015
9. WORKING GROUP MINUTES
To note that no minutes have been received.

10. OUTSIDE GROUPS WITH PC REPRESENTATION
To receive the minutes of the Twinning Association meeting held on 8th October 2015.
11. ACCOUNTS
 - [a] To approve the accounts for payment for the month of October 2015.
 - [b] To approve the expenditure summary print outs for October 2015.
12. COUNCIL POLICIES AND PROCEDURES
To receive and consider adopting updated edition of the
 - [a] Grant Award Policy
 - [b] Staff Appraisal Form
13. HALING DENE CENTRE NOTICEBOARD
To receive and consider a Special Motion from four Councillors with regard to the above.
14. QUALITY PARISH
To note that the Quality Parish Scheme has been superseded by the Local Council Award Scheme and to consider if the Council wish to apply for accreditation and if so at what level.
15. SOUTH STAFFORDSHIRE COUNCIL
To receive and consider an email dated 14th October from above Legal and Democratic Service giving additional information on the Planning Enforcement and 'joint working' for the removal of unauthorised signs/flyposters.
16. PENKRIDGE LIBRARY
To consider further to the Councillors Library tour, the provision and future of the Library Services and the use of the additional space within the building.
17. GRANTS AND DONATIONS
To receive and consider grant applications dated:
 - [a] 20th October from Penkridge Parochial Church Council for £1500 towards the maintenance cost of the Church Yard.
 - [b] 27th October from Penkridge Work Club for a grant of £286 towards their room hire cost at the Haling Dene.
 - [c] 11th August from Penkridge Anglo German Remembrance Day Association asking for a grant of £100 towards their room hire costs at the Haling Dene.
 - [d] 1st September 2015 from South Staffordshire CAB for a grant of £500 towards their room hire costs at the Haling Dene.
 - [e] 4th September from WI Craft Club for a grant of £75 towards their room hire costs at the Haling Dene.
 - [f] 15th September from Carers Association South Staffs for a grant of £500 towards their room hire costs at the Haling Dene.
 - [g] 21st September from Penkridge Petanque for a grant of £1,500 for the construction of a Petanque playing area at the Monckton Recreation Centre.
 - [h] 20th October from Penkridge Memory Box for a grant of £500 towards the cost of funding an annual Christmas Party for Pensioners of the Village.
 - [i] 17th September from Penkridge First Responders for a grant of £500 for initial and refresher training, replacement of consumables and ambulance stock.
 - [j] 11th September from the Monckton Recreation Centre for a grant of £500 towards the cost of a set of portable goal posts.
18. DATE AND TIME OF NEXT MEETING
Thursday 10th December 2015 at 7.30 pm

Penkridge Parish Council

Minutes of the Penkridge Parish Council Meeting held On 12th November 2015 at 7.30 pm at the Haling Dene Centre

Audio recordings will be made of all Ordinary and Special Council meetings and Committee meetings, with the inclusion of confidential matters.

PRESENT

Councillor	Mrs Anne J Geoghegan [Vice-Chairman]
"	Bevan Craddock
"	John L Eastwood
"	Mrs Isabel G A Ford
"	Brian Heathcote
"	Mrs Petula M C Hughes
"	Victor Kelly
"	Andrew Lenz
"	Anthony Minshall
"	David Oldfield
"	Mrs Vivienne Smith

Also in Attendance Mrs L Griffiths

There were 3 members of the Public in attendance

Part I - Public Session

3154. APOLOGIES

Apologies were received from Cllrs Mrs Hilary Hughes and Calvert Stonehouse.

3155. PERSONALIA AND EVENTS

The above was received for November 2015.

The Vice Chairman advised that some Councillors had already received a letter from Cllr Hawkins, which offered his resignation with immediate effect.

Councillors asked that a letter be forward to Mr Hawkins thanking him for this contribution and efforts whilst serving as a Parish Councillor.

Resolved that a letter be sent to Mr Hawkins thanking him for this contribution and efforts whilst serving as a Parish Councillor.

3156. DECLARATIONS OF INTEREST

Cllr John Eastwood declared an interest in item 17g - Grant Application - Penkridge Petanque, Cllr Mrs Isabel Ford declared an interest in item 17c – Grant Application – Penkridge Anglo German Association and Cllrs Victor Kelly and Anthony Minshall declared an interest in item 17j – Grant Application - Monckton Recreation Centre.

3157. DISCLOSABLE PECUNIARY INTEREST (DPI)

Cllrs Victor Kelly and Anthony Minshall declared a Pecuniary Interest in item 17j – Grant Application - Monckton Recreation Centre.

3158. PUBLIC PARTICIPATION

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

3159. POLICE MATTERS
PCSO Andy Poxon forwarded his apologies and submitted his report for the previous month.
Resolved that a letter be sent to the new Inspector asking if the Police Post could be reinstated at the Haling Dene Centre.

3160. MINUTES
Resolved that the Minutes of the meeting held on the 8th October 2015 be confirmed and signed as a true and correct record.

3161. COMMITTEE MINUTES
Resolved that the minutes were noted of the:-
[a] Planning meetings of 8th and 22nd October 2015.
[b] Recreation and Amenities meeting of 22nd October 2015.
Resolved that the minutes were received of the:-
[c] Finance and Resources meeting of 29th October 2015

3162. WORKING GROUP MINUTES
It was noted that no minutes had been received.

3163. OUTSIDE GROUPS WITH PC REPRESENTATION
Resolved that the minutes be received of the Twinning Association meeting held on 8th October 2015.

3164. ACCOUNTS
Resolved that:
[a] The accounts for payment for the month of October 2015 be approved.
[b] The expenditure summary print outs for October 2015 be approved.

3165. COUNCIL POLICIES AND PROCEDURES
Consideration was given to adopting the updated versions of the documents below:
[a] Grant Award Policy
Resolved that the Grant Award Policy be approved and adopted.
[b] Staff Appraisal Form
Resolved that the Staff Appraisal Form be approved and adopted.

3166. HALING DENE CENTRE NOTICEBOARD
A Special Motion was received and considered from four Councillors with regard to the above.

Resolution from the 8th October 2015 Full Council minutes with regard to the above:

Resolved that:

[ii] The wording on the Noticeboard be as per the above amendment.

Cllr Oldfield proposed that the decision to change the Noticeboard wording be rescinded. The proposal was seconded by Cllr Kelly

Councillors voted on the proposal with four votes for [Cllrs Eastwood, Kelly, Oldfield and Mrs Smith] and six votes against the proposal [Cllrs Craddock, Mrs Ford, Mrs Geoghegan, Heathcote, Lenz and Minshall] and one abstention [Cllr Mrs Hughes].

Resolved that the Proposal was not carried.

3167. QUALITY PARISH
It was noted that the Quality Parish Scheme had been superseded by the Local Council Award Scheme and consideration was given to if the Council wished to apply for accreditation and if so at what level.
Resolved that this item be deferred and placed on the December Full Council Agenda and the PA to do a resume containing the cost, her time required and benefits to the Council.

3168. SOUTH STAFFORDSHIRE COUNCIL

Consideration was given to an email dated 14th October from above Legal and Democratic Service which gave additional information on the Planning Enforcement and 'joint working' Scheme for the removal of unauthorised signs/flyposters.

Resolved that the Council decline the offer from South Staffordshire Council and advise that they do not wish to be part of the Scheme but would advise SSC Enforcement of any fly-posting around the village.

3169. PENKRIDGE LIBRARY

Consideration was given to the provision and future of the Library Services and the use of the additional space within the building.

Cllr Eastwood said that further to the Councillors' Library visit earlier in the year it was thought that the additional space etc within the building could be put to better use. He advised that the Civic Society wished to join with the Friends of Penkridge Library and Parish Council in promoting the historic aspects of the building to the Community. He said that the Friends of Penkridge Library had made him aware of the lack of adequate support for the Library Staff which may lead to some of the services eventually dying off. He suggested that a regular item be placed on the Recreation and Amenities Agenda where the Friends of Penkridge Library could give updates etc to the Parish Council. He also proposed that a letter be sent to SCC asking if the Cells could be opened up and how the Parish Council could get involved with the promotion of the Library and its services. SCC Representatives also be invited to discuss how the building and services could be promoted, together with the Civic Society and Friends of Penkridge Library. Cllr Mrs Ford asked that SCC also confirm what Mobile Library provision there was in the area and the rota it followed.

Resolved that:

- [i] The Library be placed on the Recreation and Amenities Agenda on a regular basis.
- [ii] A letter be sent to the SCC asking if the Cells could be opened up and how the Parish Council could get involved with the promotion of the Library and its services.
- [iii] Representatives of SCC be invited to discuss how the building and services could be promoted, together with the Civic Society and Friends of Penkridge Library.
- [iv] SCC to confirm what Mobile Library provision there was in the area and the rota it followed.

3170. GRANTS AND DONATIONS

Grant applications were received and considered dated:

- [a] 20th October from Penkridge Parochial Church Council for £1500 towards the maintenance cost of the Church Yard.
Resolved that a grant of £500 be given towards the cost of the maintenance of the Church Yard.
- [b] 27th October from Penkridge Work Club for a grant of £286 towards their room hire cost at the Haling Dene.
Resolved that a grant of £286 be given towards their room hire costs at the Haling Dene.
- [c] 11th August from Penkridge Anglo German Remembrance Day Association asking for a grant of £100 towards their room hire costs at the Haling Dene.
Resolved that a grant of £100 be given towards their room hire costs at the Haling Dene.
- [d] 1st September 2015 from South Staffordshire CAB for a grant of £500 towards their room hire costs at the Haling Dene.
Resolved that a grant of £500 be given towards their room hire costs at the Haling Dene.
- [e] 4th September from WI Craft Club for a grant of £75 towards their room hire costs at the Haling Dene.
Resolved that a grant of £75 be given towards their room hire costs at the Haling Dene.
- [f] 15th September from Carers Association South Staffs for a grant of £500 towards their room hire costs at the Haling Dene.
Resolved that a grant of £500 be given towards their room hire costs at the Haling Dene.
- [g] 21st September from Penkridge Petanque for a grant of £1,500 for the construction of a Petanque playing area at the Monckton Recreation Centre.

Resolved that the PA write to the group and ask if they would consider having a Petanque playing area at the Haling Dene Centre and this item be placed on the December Full Council Agenda for an update.

- [h] 20th October from Penkrige Memory Box for a grant of £500 towards the cost of funding an annual Christmas Party for Pensioners of the Village.

Resolved that a grant of £50 be given towards the cost of a Christmas Party for the Pensioners of the Village.

- [i] 17th September from Penkrige First Responders for a grant of £500 for initial and refresher training, replacement of consumables and ambulance stock.

Resolved that a grant of £500 be given towards the cost of refresher training and replacement consumables and ambulance stock.

3170. GRANTS AND DONATIONS [Cont'd]

- [j] 11th September from the Monckton Recreation Centre for a grant of £500 towards the cost of a set of portable goal posts.

Resolved that on this occasion the grant not be awarded.

3171. DATE AND TIME OF NEXT MEETING

Thursday 10th December 2015 at 7.30 pm

3172. 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 10.35 pm

Chairman: _____

Date: _____

Penkridge Parish Council

Attachment to the Minutes of the Penkridge Parish Council Meeting held on 12th November 2015 at 7.30 pm at the Haling Dene Centre

3158. PUBLIC PARTICIPATION

Claire Geoghegan from the Friends of Penkridge Library asked if the Council had received notification from Staffordshire County Council that the Cabinet had agreed to remove all the Mobile Libraries in the Area and if so would they be responding.

The Vice-Chairman advised that there was an item on the Agenda for a discussion on the Library and Councillors had also received a copy of the SPCA Bulletin for the 5th November on the Final Proposal for Staffordshire's Mobile and Travelling Library Service and this could be incorporated into their discussion.

Mr Peter Jones of The Saplings asked if the Council knew the situation with regard to the Lynehill Development, what had been proposed and if agreed when work would commence.

The Vice-Chairman advised that there had been an application submitted for 50 houses, 14 of which would be affordable, and if planning permission were granted they understood work would commence towards the end of January 2016.