

# Penkridge Parish Council

Haling Dene Centre  
Cannock Road  
Penkridge  
Stafford  
ST19 5DT

3<sup>rd</sup> June 2016

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 9<sup>th</sup> June 2016 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  
Parish Administrator

## Part I - Public Session

### AGENDA

1. APOLOGIES
2. PERSONALIA AND EVENTS
  - [a] To receive the above for June 2016.
  - [b] To receive an information/follow up document.
3. DECLARATIONS OF INTEREST
4. DISCLOSABLE PECUNIARY INTEREST (DPI)

To receive and consider any DPI requests.
5. PUBLIC PARTICIPATION
6. POLICE MATTERS
  - [a] To receive a police report containing incidents reported during May/June 2016
  - [b] To receive a letter dated 31<sup>st</sup> May from Insp Parsons in reply to the Council's letter [copies attached].
7. MINUTES

To approve the minutes of the meeting of the 12<sup>th</sup> May 2016.
8. COMMITTEE MINUTES

To note the minutes of the:-

  - [a] Planning meetings of the 12<sup>th</sup> May 2016.
9. WORKING GROUP MINUTES

To note that no minutes have been received to date.
10. OUTSIDE GROUPS WITH PC REPRESENTATION

To receive the minutes from the Twinning Association Committee meeting of 18<sup>th</sup> April 2016.

11. ACCOUNTS

- [a] To approve the accounts for payment for the month of May 2016
- [b] To approve the expenditure summary print outs for April [attached] and May 2016 [to follow].

12. APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES

- [a] To elect members for each of the Parish Council's two Committees.  
Please refer to item 22.2 of Standing Orders, [2016-2017 Annual Appointment list and 2016-2017 Meeting Structure attached].
- [b] To note that the Chairman and Vice-Chairman of each Committee will be elected at the first meeting.

13. NATIONAL SALARY AWARD

- [a] To note that the National Joint Council for Government Services have awarded a 1% pay increase to commence 1<sup>st</sup> April 2016.
- [b] To note that the National Joint Council for Government Services have awarded a 1% pay increase to commence 1<sup>st</sup> April 2017.

14. COUNCIL POLICIES AND PROCEDURES

To receive and consider adopting the updated:

- [a] Health and Safety Policy
- [b] Risk Assessment
- [c] Lone Worker
- [d] Display Screen Equipment
- [e] Haling Dene Risk Assessments

15. HALING DENE CENTRE PLANNED PREVENTATIVE MAINTENANCE REPORT

To receive and consider the details of the Condition Survey for the above.

16. CHAIRMAN'S CHARITY

To note the Chairman's chosen charity for the forthcoming year.

17. GRANT APPLICATIONS

To receive and consider grant applications from:

- [a] Penkridge Anglo German Remembrance Day Association for a grant towards their room hire cost of £100.
- [b] South Staffordshire Citizens Advice Bureau for a grant towards their room hire cost of £500.
- [c] Penkridge Phoenix Art 'B' Group for a grant towards their room hire cost of £423.
- [d] Penkridge Phoenix Art 'A' Group for a grant towards their room hire cost of £500.
- [e] Penkridge Parochial Church Council for a grant towards the maintenance of the Church Yard at a cost of £500.
- [f] Penkridge Petanque for a grant towards the cost of the construction of a Play Area at the Monckton Recreation Centre at a cost of £500.

18. DATE AND TIME OF NEXT MEETING

Thursday 14<sup>th</sup> July 2016 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.

# Penkridge Parish Council

## Minutes of the Penkridge Parish Council Meeting held On 9<sup>th</sup> June 2016 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	Calvert Stonehouse [Chairman]
"	Bevan Craddock
"	John L Eastwood
"	Brian Heathcote
"	Mrs Hilary Hughes
"	Mrs Petula M C Hughes
"	Victor Kelly
"	Anthony Minshall
"	David Oldfield
"	Mrs Vivienne Smith

Also in Attendance Mrs L Griffiths

There were 4 members of the Public in attendance

### Part I - Public Session

#### 3295. APOLOGIES

Apologies were received from Cllrs Mrs Isabel Ford and Mrs Anne Geoghegan.

#### 3296. PERSONALIA AND EVENTS

[a] The above was received for June 2016.

[b] The information/follow up document was received.

#### 3297. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

#### 3298. DISCLOSABLE PECUNIARY INTEREST (DPI)

There had been no Disclosable Pecuniary Interests received.

#### 3299. PUBLIC PARTICIPATION

Mr Don Briggs, Cannock Road, asked why such a big pick-up vehicle was used to collect the Council Van. He questioned if this was financially viable.

Cllr Craddock advised that the Life Belt at the Swamp had been thrown into the water on a regular basis and asked if the Council could put something on their website as this could potentially put peoples' lives at risk.

The PA advised that she had received paperwork for a small portable CCTV camera and would pass the details onto SSC for consideration.

Councillors asked that letters be sent to the Village schools asking that they advise children of the dangers of removing the Life Belt.

Councillors said that Hodsons Garage were still parking their cars on the Grass Verge.

Cllr Eastwood had been approached by a resident who lives in a property adjacent to the Stafford Road and advised that vehicles were travelling faster than the 30 mph speed limit out of the village towards Stafford.

#### 3300. POLICE MATTERS

[a] A Police report was received which contained incidents reported during May/June 2016.

[b] A letter was received dated 31<sup>st</sup> May from Insp Parsons in reply to the Council's letter.

3301. MINUTES  
**Resolved** that The Minutes of the meeting held on the 12<sup>th</sup> May 2016 be confirmed and signed as a true and correct record.
3302. COMMITTEE MINUTES  
**Resolved** that the minutes were noted for the:-  
[a] Planning meeting of the 12<sup>th</sup> May 2016.
3303. WORKING GROUP MINUTES  
It was noted that there had been no minutes received to date.
3304. OUTSIDE GROUPS WITH PC REPRESENTATION  
The minutes were received from the Twinning Association Committee meeting of 18<sup>th</sup> April 2016.
3305. ACCOUNTS  
[a] To approve the accounts for payment for the month of May 2016  
[b] To approve the expenditure summary print outs for April 2016 and to approve the expenditure summary printouts for the month of May 2016 subject to any queries being raised by the time of the next meeting.
3306. APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES  
[a] Appointment of members to Committees were made and a copy attached to the official copy of the Minutes.  
[b] It was noted that the Chairman and Vice-Chairman of each Committee would be elected at the first meeting.
3307. NATIONAL SALARY AWARD  
[a] It was noted that the National Joint Council for Government Services had awarded a 1% pay increase to commence 1<sup>st</sup> April 2016.  
[b] It was noted that the National Joint Council for Government Services have awarded a 1% pay increase to commence 1<sup>st</sup> April 2017.
3308. COUNCIL POLICIES AND PROCEDURES  
Consideration was given to adopting the updated:  
[a] Health and Safety Policy  
[b] Risk Assessment  
[c] Lone Worker  
[d] Display Screen Equipment  
[e] Haling Dene Risk Assessments  
**Resolved** that the above Policies and Risk Assessments be adopted.
3309. HALING DENE CENTRE PLANNED PREVENTATIVE MAINTENANCE REPORT  
Consideration was given to the details of the Condition Survey for the above.  
**Resolved** that:  
[i] A letter be sent to Mr Lever thanking him for the above and asking if he could give a cost for the supervision of work to be undertaken.  
[ii] The Council's Handyman paint the chimney breast and coving in Room 16.
3310. CHAIRMAN'S CHARITY  
The Chairman's Charities for the coming year are Cancer UK and MacMillan.
3311. GRANT APPLICATIONS  
Consideration was given to grant applications from:  
[a] Penkridge Anglo German Remembrance Day Association for a grant towards their room hire cost of £100.  
**Resolved** that a grant of £100 be given to the Anglo German Remembrance Day Association towards their room hire costs.  
[b] South Staffordshire Citizens Advice Bureau for a grant towards their room hire cost of £500.  
**Resolved** that a grant of £500 be given to the Citizens Advice Bureau towards their room hire costs.

3311. GRANT APPLICATIONS [Cont'd]

- [c] Penkrige Phoenix Art 'B' Group for a grant towards their room hire cost of £423.  
**Resolved** that a grant of £423 be given to the Phoenix Art 'B' Group towards their room hire costs.
- [d] Penkrige Phoenix Art 'A' Group for a grant towards their room hire cost of £500.  
**Resolved** that a grant of £500 be given to the Phoenix Art 'A' Group towards their room hire costs.
- [e] Penkrige Parochial Church Council for a grant towards the maintenance of the Church Yard at a cost of £500.  
**Resolved** that a grant of £1,500 be given to the Penkrige Parochial Church Council towards the maintenance of the Church Yard.
- [f] Penkrige Petanque for a grant towards the cost of the construction of a Play Area at the Monckton Recreation Centre at a cost of £500.  
**Resolved** that a grant not be given at this point in time.

3312. DATE AND TIME OF NEXT MEETING  
Thursday 14<sup>th</sup> July 2016 at 7.30 pm

3313. 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 9.45 pm

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_