

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

5th May 2017

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 11th May 2017 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. CHAIRMAN AND VICE CHAIRMAN
 - [a] To elect the Chairman of Council.
[Chairman to sign Register of Acceptance to Office].
 - [b] To elect the Vice Chairman of Council.
2. CHAIRMAN'S REMARKS
To receive the retiring Chairman's remarks.
3. APOLOGIES
4. PERSONALIA AND EVENTS
To receive the above for May 2017.
5. COMMITTEES
 - [a] To elect members for each of the Parish Council's two Committees.
Please refer to item 22.2 of Standing Orders.
 - [b] To note that the Chairman and Vice-Chairman of each Committee will be elected at the first meeting.
6. APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES
To appoint Council representatives to outside bodies. [members to the 2016-2017 list of representatives attached].
7. DECLARATIONS OF INTEREST
8. DISCLOSABLE PECUNIARY INTEREST (DPI)
To receive and consider any DPI requests.
9. PUBLIC PARTICIPATION

10. POLICE MATTERS
 - [a] To receive a police report containing incidents reported during February/March.
 - [b] To consider a suggested alternative location of the portable CCTV Camera from PCSO Andy Poxon.

11. MINUTES

To approve the minutes of the meeting of the 13th April 2017.

12. COMMITTEE MINUTES

To note the minutes of the:-

 - [a] Planning meeting of the 13th April 2017.

13. WORKING GROUP MINUTES

To note that no minutes have been received.

14. OUTSIDE GROUPS WITH PC REPRESENTATION

To receive a verbal update from the Council's representatives further to the Monckton Recreation Centre AGM.

15. ACCOUNTS
 - [a] To approve the accounts for payment for the month of April 2017 [to follow].
 - [b] To note the expenditure summary print outs for April and May 2017 will be placed on the June agenda.
 - [c] To receive and approve the end of year Final Accounts for 2016-17 [attached].
 - [d] To receive and approve the Annual Return for the year ended 31st March 2017 – Section 1 Annual Governance Statement 2016/2017.
 - [e] To receive and approve the Annual Return for the year ended 31st March 2017 – Section 2 Accounting Statements 2016/2017.
 - [f] To receive a letter dated 28th April from the Internal Auditor giving the year end report for 2016-2017 financial year.

16. LOCAL GOVERNMENT TRANSPARENCY CODE 2015

To receive and consider adopting the updated Transparency Code [Please read the Code on-line] A Summary of Contents of the Code is attached.

17. HALING DENE CENTRE PLANNED PREVENTATIVE MAINTENANCE REPORT

To receive and consider the Year 1 Tender Analysis for Planned Maintenance Survey.

18. WEST MIDLAND INTERCHANGE

To receive a verbal update from the Chairman following the two Public Meetings.

19. DATE AND TIME OF NEXT MEETING

Thursday 8th June 2016 at 7.30 pm

20. 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.