

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

6th October 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 12th October 2017 at 7.30** pm in Room 1 of the Haling Dene Centre. Please note that prayers will be held 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
To receive the above for October 2017.
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 containing incidents reported during September and October.
7. MINUTES
To approve the minutes of the meeting of the 14th September 2017
8. COMMITTEE MINUTES
To note the minutes of the:-
 - [a] Planning Meeting of the 14th September 2017
9. WORKING GROUP MINUTES
To receive the minutes of the Working Group Meetings for:
 - [a] Highway Liaison meeting of 7th September 2017
 - [b] Haling Dene Management Working Group of 28th September 2017
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 September 2017.
 - [b] To approve the expenditure summary print outs for September 2017.
 - [c] To note the Internal Audit will be undertaken on Tuesday 7th November.

12. SOUTH STAFFORDSHIRE COUNCIL
 - [a] To receive a letter dated 19th September from the SSC Strategic Planning Team Manager advising that the Site Allocation Document has been submitted to the Secretary of State.
 - [b] To receive an email dated 28th September from the SSC Strategic Planning Team Manager with regard to the Strategic Housing and Economic Land Availability Assessment.

13. STAFFORDSHIRE COUNTY COUNCIL
To receive a letter dated 4th September from the SCC Cabinet Member for Communities giving details on the future for Libraries.

14. STANDING ORDERS
Further to the resolution made at the September Full Council meeting, Council are to decide the wording for item 6.2:

Original Wording:
At the request of 1 member the Parish Administrator shall record the voting by the names of the members who voted on any question so as to show whether they voted for or against it. **Such a request must be made before moving onto the next business.**

OR

Amended Wording:
At the request of 1 member the Parish Administrator shall record the voting by the names of the members who voted on any question so as to show whether they voted for or against it. **Such a request must be made before a vote is taken.**

15. HALING DENE CENTRE PLANNED PREVENTATIVE MAINTENANCE REPORT
 - [a] To note that a Pre-Start meeting was held for the above on 27th September 2017 and the Chair of Council and Chair of Haling Dene were in attendance. The minutes of the meeting will be distributed to all Councillors once they have been received. To note that work will commence week commencing 2nd October 2017 for approximately 12 weeks.
 - [b] To receive and consider a quotation from P B Wright to install a 30 meter ACO drain to the patio at the rear of the building at a cost of £2,500.

16. HIGHWAY LIAISON GROUP MEETING FOLLOW UP
To consider matters arising from the 7th September 2017 minutes of the above.

17. WEST MIDLAND INTERCHANGE
To receive a verbal update on the above.

18. STAFFORDSHIRE PARISH COUNCIL ASSOCIATION
To consider if the Council wish to put forward a motion for debate at the SPCA AGM on 4th December.

19. REMEMBRANCE SUNDAY SCHEDULE
 - [a] To consider rescinding part of the resolution made at the Recreation and Amenities meeting of 27th July 2017, Item 1267 [ii] to meet and march from Pinfold Lane.
 - [b] To note the Parade will start in Market Square.

20. GRANT APPLICATION
To receive and consider a grant application from the Penkridge Squadron Air Training Corps for a grant towards the cost of an improved catering facility to use whilst on Camp and undertaking Community Events. The grant requested is £500.

Penkridge Parish Council

Minutes of the Penkridge Parish Council Meeting held On 12th October 2017 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	David Oldfield [Chairman]
"	Brian Heathcote
"	Mrs Hilary Hughes
"	Mrs Petula M C Hughes
"	Victor Kelly
"	Andrew Lenz
"	Anthony Minshall
"	Alan Smallwood
"	Mrs Vivienne Smith
"	Calvert Stonehouse

Also in Attendance Mrs L Griffiths

There were two members of the Public in attendance

Part I - Public Session

3577. APOLOGIES

Apologies were received from Cllrs Andrew Adams, Miss Chloe Burns, Bevan Craddock and Mrs Isabel Ford.

3578. PERSONALIA AND EVENTS

The above was received for October 2017.

- o The Chairman asked if the two letters from SCC Highways and SSC with regard to the Village Parking be referred to the next Highway Liaison Meeting.
- o SCC be asked how often the Parking Enforcement Team visit the Village
- o An email from SSC Catherine Gutteridge was received with regard to setting up Focus Group to discuss the Polytunnels and Councillors to indicate to the PA if they wish to attend.

3579. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3580. DISCLOSABLE PECUNIARY INTEREST (DPI)

There had been no DPI requests received.

3581. PUBLIC PARTICIPATION

Mrs Dorothy Briggs, Cannock Road, advised that cables had been placed across the Cannock Road to monitor the traffic and the results would be reported to the next Highway Liaison meeting. She said that a large white lorry had been parked on the Cannock Road outside the Haling Dene and this had obstructed traffic.

Cllr Minshall advised that the trees over hanging the footpath on the Stafford Road had been cut back but there were still branches protruding which were dangerous.

Cllr Heathcote advised that a section of the shrubs overhanging the footpath on Wolgarston Way had been cut back but there was still a section that needed to be addressed.

Cllr Smallwood said that a property that backed onto the Francis Green Lane allotments had cut back their trees/shrubs and disposed of the debris on the allotments.

Cllr Stonehouse advised that further to a complaint about the footpath/landscaped area along Boscomoor Lane/Otherton Brook SCC Highways had visited the site and would report the findings to the relevant authorities. He asked if this could be placed on the next Highway Liaison agenda.

3581. PUBLIC PARTICIPATION [Cont'd]
 Cllr Kelly advised that the cash points in the Village very rarely contained money and this was causing a problem for residents in the Village now Barclays had closed down. He asked if the Council could write a letter to whoever was responsible.
 The Chairman suggested that the Council write to Nationwide asking that they consider the installation of a cash machine.
3582. POLICE MATTERS
 PCSO Andy Poxon forwarded his apologies and submitted a police report containing incidents reported during September and October.
3583. MINUTES
Resolved that:
 The Minutes of the meeting held on the 14th September be confirmed and signed as a true and correct record.
3584. COMMITTEE MINUTES
 The minutes were noted of:-
 [a] Planning Meeting of the 14th September 2017
3585. WORKING GROUP MINUTES
 The minutes were received of the Working Group Meetings for:
 [a] Highway Liaison meeting of 7th September 2017
 [b] Haling Dene Management Working Group of 28th September 2017
3586. OUTSIDE GROUPS WITH PC REPRESENTATION
 It was noted that no Minutes had been received.
3587. ACCOUNTS
Resolved that:
 [a] The accounts for payment be approved for the month of September 2017.
 [b] The expenditure summary print outs for September 2017 be approved.
 [c] It was noted that the Interim Internal Audit would be undertaken on Tuesday 7th November 2017.
3588. SOUTH STAFFORDSHIRE COUNCIL
 [a] A letter was received dated 19th September from the SSC Strategic Planning Team Manager which advised the Site Allocation Document had been submitted to the Secretary of State.
 [b] An email was received dated 28th September from the SSC Strategic Planning Team Manager with regard to the Strategic Housing and Economic Land Availability Assessment.
3589. STAFFORDSHIRE COUNTY COUNCIL
 A letter was received dated 4th September from the SCC Cabinet Member for Communities which gave details on the future for Libraries.
Resolved that a letter be sent to SCC asking for a breaking down in their figures and asking that the Parish Council be kept up to date on any discussions/action.
3590. STANDING ORDERS
 Further to the resolution made at the September Full Council meeting, Council voted that the wording for item 6.2 should read:
Resolved that:
 The original wording remains in the Standing Orders under 6.2 to read:
 At the request of 1 member the Parish Administrator shall record the voting by the names of the members who voted on any question so as to show whether they voted for or against it. Such a request must be made before moving onto the next business.

3591. HALING DENE CENTRE PLANNED PREVENTATIVE MAINTENANCE REPORT
 [a] it was noted that a Pre-Start meeting was held for the above on 27th September 2017 and the Chair of Council and Chair of Haling Dene were in attendance. The minutes of the meeting would be distributed to all Councillors once they had been received. It was noted that the work would commence week commencing 2nd October 2017 for approximately 12 weeks.
3591. HALING DENE CENTRE PLANNED PREVENTATIVE MAINTENANCE REPORT [Cont'd]
 [b] A quotation was received and considered from P B Wright to install a 30 meter ACO drain to the patio at the rear of the building at a cost of £2,500.
Resolved that the quotation from P B Wright to install a 30 meter ACO drain at a cost of £2,500 be approved.
3592. HIGHWAY LIAISON GROUP MEETING FOLLOW UP
 Consideration was given to matters arising from the 7th September 2017 minutes of the above.
Resolved that SSC be asked if the Road Sweeper could visit the Village on a Friday and Councillors to advise of areas that need attention.
3593. WEST MIDLAND INTERCHANGE
 Cllr Stonehouse gave a verbal update on the above.
 Councillors asked that a letter be sent to the Stop The Gailey Freight group asking if they would be were happy for a nominated Councillor to be a member of the Group and officially report back to Councils. This item be included on the November agenda to nominate a Councillor if the Group are in agreement.
Resolved that:
 [i] A letter be sent to the Stop The Gailey Freight group asking if were happy for a nominated Councillor to be a member of the Group and officially report back to the Council.
 [ii] This item be included on the November agenda to nominate a Councillor if the Group are in agreement
3594. STAFFORDSHIRE PARISH COUNCIL ASSOCIATION
 Consideration was given to if the Council wished to put forward a motion for debate at the SPCA AGM on 4th December.
 Cllr Kelly to formulate wording for two motions with regard to the Libraries and New Infrastructure, submit to the PA and Council to agree the wording at the November Full Council meeting.
Resolved that Cllr Kelly to formulate wording for two motions with regard to the Libraries and New Infrastructure, submit to the PA and Council to agree the wording at the November Full Council meeting
3595. REMEMBRANCE SUNDAY SCHEDULE
 [a] Consideration was given to rescinding part of the resolution made at the Recreation and Amenities meeting of 27th July 2017, Item 1267 [ii] to meet and march from Pinfold Lane.
Resolved that the Council agreed to rescind the above wording.
 [b] It was noted that the Parade would start in Market Square.
3596. GRANT APPLICATION
 A grant application was received and considered from the Penkrige Squadron Air Training Corps for a grant towards the cost of an improved catering facility to use whilst on Camp and undertaking Community Events. The grant requested was £500.
Resolved that the grant of £500 be awarded to the Penkrige Squadron Air Training Corps.
3597. DATE AND TIME OF NEXT MEETING
 Thursday 12th October 2017 at 7.30 pm.

3598. 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 8.45 pm

Chairman: _____

Date: _____