

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

8th September 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 14th September 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
 - [a] To make a presentation to the School Poster Competition Winners from St Michael's First School and Penkridge Middle School.
 - [b] To receive the above for July 2017.
 - [c] To note that Penkridge has been awarded third place in the Best Kept Village Competition 2017.
 - [d] To receive the Chairman's Statement.
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 July and August.
7. MINUTES
 - [a] To approve the minutes of the meeting of the 13th July 2017.
 - [b] To approve the minutes of the Extra Full Council Meeting of 10th August 2017.
8. COMMITTEE MINUTES
To note the minutes of the:-
 - [a] Planning Meeting of the 13th July 2017
 - [b] Haling Dene Management Meeting of 27th July 2017
 - [c] Recreation and Amenities Meeting of 27th July 2017

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 months of July and August 2017.
 - [b] To approve the expenditure summary print outs for July and August 2017.
 - [c] To receive and consider quotations to undertake the Council's interim and year end audit for 2017-2018.
 - [d] To receive the signed Audit Commission Annual Return for the year ended 31st March 2017 and to note it is in accordance with proper practices and no other matters that have come to their attention giving cause for concern.
12. STANDING ORDERS
To receive and approve the amendments to the above further to the resolution made at the July Full Council meeting with regard to Committee voting.
13. HALING DENE CENTRE PLANNED PREVENTATIVE MAINTENANCE REPORT
To note that P B Wright Builders has been appointed to undertake the Haling Dene Centre Year One Planned Maintenance programme as per the resolution made at the July 2017 Full Council meeting at a cost of £87,050 and work will commence in October 2017.
14. STAFFORDSHIRE PARISH COUNCIL ASSOCIATION
 - [a] To consider if the Parish Council wish to nominate any additional Councillors to the SPCA Executive.
 - [b] To consider if the Council wish to put forward a motion for debate at the SPCA AGM on 4th December.
15. WEST MIDLAND INTERCHANGE
 - [a] To receive a letter dated 31st July from Brewood and Coven Parish Council detailing their Feedback for the above.
 - [b] To consider if the Parish Council wish to submit Feedback at this stage.
16. REMEMBRANCE SUNDAY SCHEDULE
To receive and consider the above further to the resolution made at the July Recreation and Amenities meeting.
17. HALING DENE CENTRE - HEARING LOOP
To receive and consider a quotation for a hearing loop for the Haling Dene Centre.
18. VILLAGE PARKING
To consider how/who to approach with regard to the ever increasing over-flow parking for the Railway Station in and around the Village.
19. GRANT APPLICATION
To receive and consider a grant application from the Royal British Legion Penkridge Branch for a grant towards the cost of the Great Pilgrimage 90 event which will take place during 2018.
20. ST MICHAEL'S CHURCH CHRISTMAS TREE FESTIVAL
To receive an email dated 7th August asking if the Council wish to once again take part in the above event.
21. DATE AND TIME OF NEXT MEETING
Thursday 12th October 2017 at 7.30 pm

Penkridge Parish Council

Minutes of the Penkridge Parish Council Meeting held On 14th September 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]
"	Andrew Adams
"	Bevan Craddock
"	John L Eastwood
"	Victor Kelly
"	Andrew Lenz
"	Mrs Vivienne Smith
"	Calvert Stonehouse

Also in Attendance Mrs L Griffiths

There was no Public in attendance

Part I - Public Session

3553. APOLOGIES

Apologies were received from Cllrs Miss Chloe Burns, Mrs Isabel Ford, Brian Heathcote, Mrs Hilary Hughes, Mrs Petula Hughes and Alan Smallwood

3554. PERSONALIA AND EVENTS

- [a] A presentation was made by Marika Latham, on behalf of London Midland, as the second part of the School Poster Competition, to children from St Michael's First School and Penkridge Middle School. They were presented with a train ticket for two travellers together with a ruck sack. The winning posters will be displayed in the shelters at Penkridge Railway Station for 6 months.
- [b] The above was received for August/September 2017.
- [c] It was noted that Penkridge had been awarded third place in the Best Kept Village Competition 2017.
- [d] The Chairman's Statement was received and attached to the official copy of the minutes.

3555. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3556. DISCLOSABLE PECUNIARY INTEREST (DPI)

There had been no DPI requests received.

3557. PUBLIC PARTICIPATION

There was no public in attendance. Councillors raised items on behalf of Parishioners. Cllr Stonehouse advised that he had been approached by Mrs Potts with regard to the poor state of the footpath along Otherton Brook and had forwarded an email containing photographs to the PA for action. Cllr Craddock said he had been approached by Mr Tony Newman who asked if he could raise the safety issue of the footpaths in and around the Village for residents using motorised wheelchairs. The Chairman asked if this could be placed on the next Highway Liaison Agenda for further discussion.

Cllr Adams asked if the Council were aware that the safety surface at the Horsefair Play Area, under the Cradle and Junior Swings, was coming away he also queried if the cradle swings were the correct height.

The Chairman advised that the safety surface was being addressed but seemed to be an on-going problem and the height of the Cradle Swings had been adjusted following the RoSPA inspection.

3558. POLICE MATTERS

- [a] PCSO Andy Poxon forwarded his apologies and submitted a police report containing incidents reported during July and August.
- [b] Inspector Richard Meadon attended the meeting and introduced himself as the new Inspector for South Staffordshire and gave a brief outline of what the 'team' consisted of. He advised Councillors that the PCSO's were very pro-active and the eyes and ears of the Police. He then answered Councillors' questions and took on board their feedback of suggested improvements in and round the village.

3559. MINUTES

Resolved that:

- [a] The Minutes of the meeting held on the 12th July be confirmed and signed as a true and correct record.
- [b] The Minutes of the Extra Full Council meeting held on the 10th August be confirmed and signed as a true and correct record.

3560. COMMITTEE MINUTES

The minutes were noted of:-

- [a] Planning Meeting of the 12th July 2017
- [b] Haling Dene Management Meeting of 27th July 2017
- [c] Recreation and Amenities Meeting of 27th July 2017

3561. WORKING GROUP MINUTES

It was noted that no minutes had been received.

3562. OUTSIDE GROUPS WITH PC REPRESENTATION

It was noted that no Minutes had been received.

3563. ACCOUNTS

Resolved that:

- [a] The accounts for payment be approved for the months of July and August 2017.
- [b] The expenditure summary print outs for July and August 2017 be approved.
- [c] Consideration was given to two quotations received to undertake the Council's interim and year end audit for 2017-2018.

Resolved that the Council approved the quotation from Christine Heelis to undertake the above at a cost of £25 per hour plus travelling costs.

- [d] The signed Audit Commission Annual Return for the year ended 31st March 2017 was received and approved and it was noted it was in accordance with proper practices and no other matters had come to their attention giving cause for concern.

3564. STANDING ORDERS

The amendments to the above, further to the resolution made at the July Full Council meeting with regard to Committee voting, was received and considered.

Resolved that:

- [i] The wording for Item 6.2 was discussed and it was agreed to defer the decision until the October Full Council meeting.
- [ii] Item 26.3 be amended to read –
A Councillor may only vote at a Committee meeting of which they are a member.

3565. HALING DENE CENTRE PLANNED PREVENTATIVE MAINTENANCE REPORT
It was noted that P B Wright Builders had been appointed to undertake the Haling Dene Centre Year One Planned Maintenance programme as per the resolution made at the July 2017 Full Council meeting at a cost of £87,050 and work would commence in October 2017.
3566. STAFFORDSHIRE PARISH COUNCIL ASSOCIATION
[a] Consideration was given to if the Parish Council wished to nominate any additional Councillors to the SPCA Executive.
Resolved that Cllr Oldfield be nominate to sit on the SPCA Executive Committee.
- [b] Consideration was given to if the Council wished to put forward a motion for debate at the SPCA AGM on 4th December.
Resolved that this item be included on the October Full Council agenda where any Motions would be considered.
3567. WEST MIDLAND INTERCHANGE
[a] A letter was received dated 31st July from Brewood and Coven Parish Council detailing their Feedback for the above.
[b] Consideration was given to if the Parish Council wished to submit Feedback at this stage.
Resolved that the PA email all Councillors asking if they had any additional information to be included in the feedback and a submission be made no later than the end of September.
3568. REMEMBRANCE SUNDAY SCHEDULE
Consideration was given to the above further to the resolution made at the July Recreation and Amenities meeting.
Resolved that:
[i] Cllr Kelly undertake the duties detailed on the Schedule.
[ii] The PA to find out the possibility of marching from Market Square and an update be given at the October Full Council meeting.
3569. HALING DENE CENTRE - HEARING LOOP
The Chairman advised that only one quotation had been received and asked Councillors if they were happy to place this item on the October Haling Dene Agenda for consideration when additional quotations would be obtained.
Resolved that this item be placed on the October Haling Dene Agenda.
3570. VILLAGE PARKING
Consideration was given to how/who to approach with regard to the ever increasing over-flow parking for the Railway Station in and around the Village.
The Chairman advised that the Council had also received a petition signed by all residents who lived in St Michaels Close.
Councillors had a discussion with regard to the parking problems in the village and what actions they wished to take.
Resolved that:
[i] A letter be sent to SSC with regard to reducing the parking time on the Clay Street Car Park to a maximum of 4 hours.
[ii] A letter be sent to SCC Highways advising that the Council are in support of the contents of the St Michael's Close residents' letter and petition, in particular the 4 hour time restriction to be placed on parking in St Michael's Close.
3571. GRANT APPLICATION
Consideration was given to a grant application from the Royal British Legion Penkrige Branch for a grant towards the cost of the Great Pilgrimage 90 event which would take place during 2018.
Resolved that a grant of £500 be awarded to the above for the Great Pilgrimage 90 event.

3572. ST MICHAEL'S CHURCH CHRISTMAS TREE FESTIVAL

An email was received dated 7th August which asked if the Council wished to once again take part in the above event.

Resolved that the Council take part in the Christmas Tree Festival and Cllrs Mrs Hilary Hughes and Mrs Vivienne Smith would undertake the dressing of the tree.

3573. DATE AND TIME OF NEXT MEETING

Thursday 12th October 2017 at 7.30 pm.

3574. 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 9.40 pm

Chairman: _____

Date: _____