

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

8th December 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 December 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 Hough
Parish Administrator

Part I - Public Session

AGENDA

1. APOLOGIES
2. PERSONALIA AND EVENTS
To receive the above for December 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 November and December.
7. MINUTES
To approve the minutes of the meeting of the 9th November 2017.
8. COMMITTEE MINUTES
To note the minutes of the:-
[a] Planning Meeting of the 9th November 2017.
9. WORKING GROUP MINUTES
To note that no minutes have been received.

10. OUTSIDE GROUPS WITH PC REPRESENTATION
To receive the minutes of the Penkridge Twinning Association meeting of 15th November 2017.
11. ACCOUNTS
 - [a] To approve the accounts for payment for the month of November 2017.
 - [b] To approve the expenditure summary print outs for November 2017.
 - [c] To receive and consider the Internal Auditor's Interim Audit report dated 8th November 2017.
 - [d] To receive and consider setting the Precept for 2018-2019 at £215,250.
12. CODE OF CONDUCT
To receive and adopt the above amended document which incorporates an additional section – General Obligations – to come in line with South Staffordshire Council's Code.
13. GENERAL DATA PROTECTION REGULATION
 - [a] To note the above will come into force 25th May 2018.
 - [b] To receive and consider a cost from South Staffordshire Council's Democratic and Regulatory Services of £400 to support and ensure the Parish Council are ready for the new regulations including a visit to the Parish to review information held, assistance with a data audit, drafting of privacy notices and review of the data protection policies.
14. HALING DENE CENTRE PLANNED PREVENTATIVE MAINTENANCE – YEAR 1
To receive a verbal update on the progress of the above from the Haling Dene Management Chairman.
15. WEST MIDLANDS INTERCHANGE
To receive and consider a letter dated 23rd November from the above.
16. FOLLOW UP ITEMS FROM THE FINANCE AND RESOURCES MINUTES OF 2nd NOVEMBER 2017
 - [a] To receive an email dated 14th November from the SCC Community Infrastructure Liaison Manager with regard to the Village Islands and two corners of Bungham Lane and Boscomoor Lane.
 - [b] To approve the above be referred back to SCC Highways as of 1st April 2018.
 - [c] To note that SSC conveyed the Village Toilets to the Parish Council on 7th February 1999.
17. PARISH COUNCIL WEBSITE AND FACEBOOK
 - [a] To consider if the Council wish to continue having a Facebook page.
 - [b] To receive the Chairman's update on the council's website and consider upgrading the software.
18. DATE AND TIME OF NEXT MEETING
Thursday 11th January 2018 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 14th December 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
"	Mrs Isabel G A Ford
"	Brian Heathcote
"	Mrs Petula M C Hughes
"	Victor Kelly
"	Anthony Minshall
"	Mrs Vivienne Smith
"	Calvert Stonehouse

Also in Attendance Ms L Hough

There were four members of the Public in attendance

Part I - Public Session

3579. APOLOGIES

Apologies were received from Cllrs Miss Chloe Burns, Mrs Hilary Hughes, Andrew Lenz and Alan Smallwood.

3580. PERSONALIA AND EVENTS

The above was received for December 2017.

The Chairman asked that two items be placed on the January Full Council agenda for consideration; the SSC Letter with regard to Parking in the Village and the SCC letter with regard to the Library.

3581. DECLARATIONS OF INTEREST

Cllr Minshall declared an interest in Item 21 – Monckton Recreation Centre.

3582. DISCLOSABLE PECUNIARY INTEREST (DPI)

There had been no DPI requests received.

3583. PUBLIC PARTICIPATION

Mrs Dorothy Briggs of Cannock Road said she had attended the Highway Liaison meeting where they had discussed the traffic on the Cannock Road. She advised she had spoken to Argos with regard to their lorries using the Cannock Road as a by-pass onto the A449.

Cllr Mrs Ford said she had been asked to pass on congratulations for the lovely Christmas Lighting display in the village this year and how lovely the Christmas Tree looked.

Cllr Eastwood said he had been approached by a lady who had serious concerns her son was in danger as he left the school bus on the A449 and crossed at the pedestrian crossing by the Littleton Arms. He said that vehicles mount the footpath and do not take into consideration that there are pedestrians on the footpath. He raised this at the Highway Liaison meeting and was advised that this was a Police matter.

The Chairman asked that a letter be sent to the Inspector and asking how he proposed to tackle the problem.

3584. POLICE MATTERS
PCSO Andy Poxon forwarded his apologies and submitted a police report containing incidents reported during November and December.
3585. MINUTES
Resolved that:
The Minutes of the meeting held on the 9th November be confirmed and signed as a true and correct record.
3586. COMMITTEE MINUTES
The minutes were noted of:-
[a] Planning Meeting of the 9th November 2017.
3587. WORKING GROUP MINUTES
It was noted that no Minutes had been received.
3588. OUTSIDE GROUPS WITH PC REPRESENTATION
The minutes of the Penkridge Twinning Association meeting of 15th November 2017 were received.
3589. ACCOUNTS
Resolved that:
[a] The accounts for payment be approved for the month of November 2017.
[b] The expenditure summary print outs for November 2017 be approved.
[c] The Internal Auditor's report was received and consideration given to the points raised.
[d] Consideration was given to setting the Precept for 2018-2019 at £215,250.
Resolved that the Precept for 2018-2019 be set at £215,250.
3590. CODE OF CONDUCT
Consideration was given to adopting the revised document which incorporated an additional section – General Obligations – to come in line with South Staffordshire Council's Code.
Resolved that the revised Code be adopted.
3591. GENERAL DATA PROTECTION REGULATION
[a] It was noted that the above would come into force 25th May 2018.
[b] A cost was received and considered from South Staffordshire Council's Democratic and Regulatory Services of £400 to support and ensure the Parish Council would be ready for the new regulations which included a visit to the Parish to review information held, assistance with a data audit, drafting of privacy notices and review of the data protection policies.
Resolved that the above cost from South Staffordshire Council be approved.
3592. HALING DENE CENTRE PLANNED PREVENTATIVE MAINTENANCE – YEAR 1
The Haling Dene Management Chairman, Cllr Stonehouse, gave a brief verbal update on the above but advised that as paperwork was still outstanding he could not give an up to date account of how far into the Tender the Contractor was.
3593. WEST MIDLANDS INTERCHANGE
A letter from the above dated 23rd November was received.
Cllr Stonehouse gave a brief update on discussions at the Stop The Gailey Freight Hub meeting.
Resolved that a reply be sent to the above restating the Council's objections and that this item was considered irrelevant.

3594. FOLLOW UP ITEMS FROM THE FINANCE AND RESOURCES MINUTES OF 2nd NOVEMBER 2017
- [a] An email was received dated 14th November from the SCC Community Infrastructure Liaison Manager with regard to the Village Islands and two corners of Bungham Lane and Boscomoor Lane.
- [b] With regard to approval that the above be referred back to SCC Highways as of 1st April 2018 Council asked that the Parishioners be consulted on their views and this item be placed on the February Recreation and Amenities agenda for further discussions.
Resolved that:
[i] Parishioners be consulted on their views through Facebook.
[ii] This item be placed on the February Recreation and Amenities agenda for further discussions.
- [c] It was noted that SSC conveyed the Village Toilets to the Parish Council on 7th February 1999.
3595. PARISH COUNCIL WEBSITE AND FACEBOOK
- [a] Consideration was given to if the Council wished to continue having a Facebook page.
Resolved that the Council continues with the Facebook page.
- [b] The Chairman's update on the Council's website was received together with consideration to update the software. The Chairman advised that there was software problems at the moment and updates were required to resolve the problems. He asked if Council would approve a maximum spend of £500 so the PA could speak to the company and update the necessary software package in order that the website could be up and running again.
Resolved that the Council approved a budget of up to £500 for the necessary software updates.
3596. DATE AND TIME OF NEXT MEETING
Thursday 11th January 2018 at 7.30 pm
3597. 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 9.15 pm

Chairman: _____

Date: _____