

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

3rd May 2019

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 9th May 2019 at 7.30 pm** in Room 1 of the Haling Dene Centre. Please note that prayers will be led by the Rev Greg Yerbury at 7.25 pm prior to the commencement of the meeting.

Yours faithfully

Lesley Hough
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. APOLOGIES
3. PERSONALIA AND EVENTS
 - [a] To receive the above for May 2019.
 - [b] To receive a document - Councillors Code of Conduct and Behaviour.
 - [c] To receive the Council's Meetings Calendar for May 2019 April 2020.
4. 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.
5. APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES
To appoint Council representatives to outside bodies.
6. DECLARATIONS OF INTEREST
7. DISCLOSABLE PECUNIARY INTEREST (DPI)
To receive and consider any DPI requests.
8. PUBLIC PARTICIPATION
9. POLICE MATTERS
 - [a] To receive a police report containing incidents reported during April and May.
10. MINUTES
To approve the minutes of the meeting of the 11th April 2019.

11. COMMITTEE MINUTES
To note the minutes of the:-
 - [a] Planning meeting of the 11th April 2019.
12. WORKING GROUP MINUTES
 - [a] To note that no Minutes have been received.
13. OUTSIDE GROUPS WITH PC REPRESENTATION
 - [a] To note that no minutes have been received.
14. ACCOUNTS
 - [a] To approve the accounts for payment for the month of April 2018 [to follow].
 - [b] To note the expenditure summary print outs for April and May 2018 will be placed on the June agenda.
 - [c] To receive and approve the end of year Final Accounts for 2018-19.
 - [d] To receive and approve the Annual Return for the year ended 31st March 2019 – Section 1 Annual Governance Statement 2018/2019.
 - [e] To receive and approve the Annual Return for the year ended 31st March 2019 – Section 2 Accounting Statements 2018/2019.
 - [f] To receive and consider a report from the Internal Auditor giving the year-end findings and recommendations for the 2018-2019 financial year.
15. LIBRARY
 - [a] To receive and consider the Steering Group's Notes and the Action Plan for the above.
16. CHRISTMAS TREE FESTIVAL 2019

To receive an email dated 27th April from St Michael's Church asking if the Parish Council wish to take part in the above.
17. COUNCILLORS' REMMUNERATION

Councillors to note that they are required to send a letter to the PA advising if they do/do not wish to claim their Councillor's Allowance no later than 1st June 2019.
18. DATE AND TIME OF NEXT MEETING

Thursday 13th June 2019 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.