

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

4th October 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 10th October 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

Audio recordings will be made of all Ordinary and Special Council meetings and Committee meetings, with the inclusion of confidential matters.

AGENDA

1. APOLOGIES
2. PERSONALIA AND EVENTS
 - [a] To receive the above for September 2019.
 - [b] Members of the Council and Public in attendance to declare if they are video/audio recording the meeting.
3. DECLARATIONS OF INTEREST

Councillors are reminded to complete or update their DPI details to the PA no later than 28th July *(Including land and belonging to organisations with influence including Social media.*
4. DISCLOSABLE PECUNIARY INTEREST (DPI)

To receive and consider any DPI requests.
5. PUBLIC PARTICIPATION

As per Standing Orders - Public Participation 7.3[a], 33.5, 33.6, 33.7 and 33.8 [attached]
6. POLICE MATTERS

To receive a police report containing incidents reported during September and October 2019.
7. MINUTES

To approve the minutes of:

 - [a] Full Council Meeting of 25th July 2019
 - [b] Full Council Meeting of 12th September 2019
8. COMMITTEE MINUTES

To note the minutes of the:-

 - [a] Planning Meeting of the 12th September 2019
 - [b] Haling Dene Management Meeting of 5th September 2019
 - [c] Recreation and Amenities Meeting of 5th September 2019

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 September 2019.
[b] To approve the expenditure summary print outs for August 2019.
12. STAFFORDSHIRE COUNTY COUNCIL – REFERRAL FROM 12th SEPTEMBER FULL COUNCIL MEETING
[a] County Councillor David Williams, at the 12th September Full Council meeting, advised that for Staffordshire County Council to undertake a Traffic Order for Otherton Lane & Boscomoor Lane would cost £6,000, of which he had put aside £2,000 from his funding and Persimmon Homes had agreed to donate £2,000.
[b] To consider if the Parish Council would donate the remaining £2,000 towards the cost of the Traffic Order and if approved which budget the funding would be taken from.
[c] To receive a request from Cllr Andrew Lenz for Council to consider undertaking a feasibility study for a 20 mph speed limit within the Village.
13. SOUTH STAFFORDSHIRE COUNCIL
[a] To receive an email dated 13th September from the Corporate Director of Governance attaching a copy of South Staffordshire Council's Report on the Rules of Confidentiality.
[b] To receive the slide show from the SCC Code of Conduct Training undertaken on 23rd September 2019.
[c] Following the above to note that all Private Sessions of Agendas will be on blue paper.
14. POLICIES & PROCEDURES
[a] To receive and approve the update Staff Appraisal Form for the Parish Council Staff.
15. LIBRARY
[a] To nominate two Council representatives to sit on the Library Steering Group which will deal with Strategic Issues.
[b] To receive and consider the 'Guidance Notes' for the above Group.
[c] To receive the PA's report following a meeting with the Library Volunteers on Wednesday 9th October.
[d] To consider having a sign on the Library Wall 'Penkridge Community Library' and agreed for the PA to obtain quotations for November meeting as per the SCC Branding Guidelines.
16. STAFFORDSHIRE PARISH COUNCILS ASSOCIATION
To receive and consider if the Parish wish to put forward a nomination for a Councillor to sit on the SPCA Executive Committee.
17. DATE AND TIME OF NEXT MEETING
Thursday 14th November 2019 at 7.30 pm.

Agenda Item 5

Standing Orders – Public Participation

7.3

[a] For a period of no longer than 15 minutes at the commencement of the meeting to receive comments from the general public present at the meeting, concerning relevant items or business of the Council. No person may speak **for more than 2 minutes** at the discretion of the Chairman.

33.5 The public are permitted to make representations, answer questions and give evidence in respect of any item.

33.6 The period of time which is designated for public participation in accordance with standing order above shall not exceed 15 minutes.

33.7 Each member of the public is entitled to speak **once only** in respect of business itemised on the agenda.

33.8 A question asked by a member of the public during a public participation session at a meeting shall not require a response or debate.