

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

3rd July 2020

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 July 2020 at 7.00 pm.**

Please note the meeting will be held as a virtual meeting through Zoom.

<https://zoom.us/j/91209163538?pwd=Wmd4bmVKSzB1ekJkYWVURkw4YmRKZz09>

Meeting ID: 912 0916 3538

Password: 912378

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. CHAIRMAN & VICE CHAIRMAN
 - [a] Further to the NALC L01-20 | The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility Of Local Authority and Police and Crime Panel Meetings) (England And Wales) Regulations 2020 – Regulation 4 - the appointment of the Chairman and Vice Chairman will continue until the next annual meeting of the Authority, which will be May 2021.
2020 No 395 - Local Government England Police, England and Wales – The Local Government and Police Commissioner [Coronavirus] [Postponement of Elections and Referendums] [England and Wales] Regulations 2020.
 - [b] The above statement will also apply to the Council's Haling Dene Management and Recreation and Amenities Committees.
3. PERSONALIA AND EVENTS
 - [a] To receive the above for July 2020.
 - [b] Members of the Council and Public in attendance to declare if they are video/audio recording the meeting.
4. DECLARATIONS OF INTEREST

To receive any Declarations of Interest.
5. DISCLOSABLE PECUNIARY INTEREST (DPI)

To receive and consider any DPI requests.

6. PUBLIC PARTICIPATION
As per Standing Orders - Public Participation 7.3[a], 33.5, 33.6, 33.7 and 33.8 [attached]
7. POLICE MATTERS
To receive a Police Report if available.
8. MINUTES
To approve the minutes of the Full Council Meeting of 12th March 2020.
9. COMMITTEE MINUTES
To note the minutes of the:-
[a] Planning meeting of the 12th March 2020
10. WORKING GROUP MINUTES
To receive and consider the minutes of the Highways Liaison meeting of 5th March 2020.
11. OUTSIDE GROUPS WITH PC REPRESENTATION
To note that no minutes have been received.
12. ACCOUNTS
[a] To approve the accounts for payment for the months of April and May 2020.
[b] To receive the expenditure summary print outs for April and May 2020.
[c] To receive and approve the end of year Final Accounts for 2019-20.
[d] To receive and approve the Annual Return for the year ended 31st March 2020 – Section 1 Annual Governance Statement 2019/2020.
[e] To receive and approve the Annual Return for the year ended 31st March 2020 – Section 2 Accounting Statements 2019/2020.
[f] To receive and consider a report from the Internal Auditor giving the year-end findings and recommendations for the 2019-2020 financial year.
[g] To approve the PA's Action in conjunction with the Chair and Vice Char to reinvest the Nationwide Bond for a further 12 months with the Nationwide at 0.80%
13. POLICIES AND PROCEDURES
To receive and approve the updates to the below which include NALC Model Standing Orders Legal and Statutory requirements, highlighted in red:
[a] Standing Orders
[b] Financial Regulations
14. HALING DENE CENTRE FLAT ROOF
[a] To receive and consider a quotation from P B Wright to have 12 flat roof vents to Room 1 central flat roof at a cost of £1,600 plus VAT.
[b] Following the updated Government Guidelines and subject to additional updates it is proposed that:
[i] The Haling Dene Centre opens to Regular Users in October 2020
[ii] The Haling Dene Centre opens to the General Public in January 2021
[iii] The Haling Dene Bar opens to the General Public in January 2021
15. GRANTS AND DONATIONS
To receive and consider grant applications from:
[a] Penkridge Anglo German Remembrance Day Association for a grant of £100 towards their room hire costs for the Remembrance Day Reception at the Haling Dene Centre.
[b] CASS for a grant of £486 towards the cost of their room hire costs at the Haling Dene Centre.
[c] Stafford Samaritans for a grant of £200 towards the cost of training new Volunteers.
[d] Girlguiding Penkridge for a grant of £632.45 towards the cost of their Room hire cost at the Haling Dene.
[e] St John Ambulance for a grant of £682.76 towards the cost of their Room hire at the Haling Dene Centre.

16. PANTOMIME
To note the Pantomime has been cancelled for 2020 due to COVID-19 and booked for November 2021 to eliminate any charges for cancellation.
17. WEST MIDLAND INTERCHANGE
To note that the Secretary of State's decision for the above was to grant the development and the details were emailed to all Councillors on 5th May 2020.
18. DATE AND TIME OF NEXT MEETING
Thursday 10th September 2020 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.

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.