

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

6th November 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 12th November 2020 at 7.00 pm.**

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

Join Zoom Meeting

<https://zoom.us/j/99650277096?pwd=OE9RK05mYTE1Z294bVFSQlI3Q3ZZdz09>

Meeting ID: 996 5027 7096

Passcode: 056876

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 November 2020.
[b] Members of the Council and Public in attendance to declare if they are video/audio recording the meeting.
3. DECLARATIONS OF INTEREST
To receive any Declarations of Interest.
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 note that no report has been received.
7. MINUTES
To approve the minutes of the Full Council Meeting of 8th October 2020.

8. COMMITTEE MINUTES
To note the minutes of the:-
 - [a] Planning submissions for September 2020.
 - [b] Haling Dene Management meeting of 22nd October 2020.
 - [c] Recreation and Amenities meeting of 29th October 2020
To receive the minutes of:
 - [d] Finance and Resources meeting of 29th October 2020
9. WORKING GROUP MINUTES
To note 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 month of October 2020.
 - [b] To receive the expenditure summary print outs for October 2020.
 - [c] To receive the signed Audit Commission Annual Return for the year ended 31st March 2020.
 - [d] To approve the setting of the Precept for 2021/2022 at £250,000.
12. SOUTH STAFFORDSHIRE COUNCIL
 - [a] To receive a letter sent to the Chief Executive of the above from the Parish Council with regard to the Growth of Penkridge, with copies sent to the south Staffs District Councillors, County Councillor and the MP. To note a copy has also been placed on the Parish Council website and Facebook page.
13. HALING DENE CENTRE
 - [a] to receive and consider a quotation from ASH Road Marking to re-lining the car park at a cost of £1,045.
 - [b] To receive and consider quotations to repair the car park where necessary, before re-lining, [quotations to follow].
 - [c] To receive and consider a quotation from TJB to erect scaffold and investigate the current problems with regard to damp in the building [to follow].
14. PENKRIDGE LIBRARY
To note following the new Government Guidelines the above will only have an Order and Collect service for the coming four weeks, the day[s] and times of opening are to be agreed.
15. TFM – PENKRIDGE
 - [a] To receive an email from the Health and Safety Executive and South Staffordshire Council with regard to the above and points Council raised † the October Full Council meeting.
 - [b] To receive an email dated 5th November from South Staffordshire Council's Assistant Director Community Services responding to Council's concerns with regard to the above store.
16. CHAIRMAN'S CHARITIES
 - [a] To note Penkridge Petanque have returned their cheque of £500.
 - [b] To consider if the Council approve the monies be paid it the Chairman's Charity Income.
17. DATE AND TIME OF NEXT MEETING
 - [a] To note the Council will not be meeting in December.
 - [b] Thursday 14th January 2021 at 7.00 pm.
18. 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.

Part II – Private Session

19. FINANCE AND RESOURCES MINUTES
[a] To receive and consider the above.

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.