

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

5th February 2021

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 11th February 2021 at 7.00 pm.**

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

<https://zoom.us/j/95986317039?pwd=STV5aEdlN2t3NnFaNOJZdzd4Z0lidz09>

Meeting ID: 959 8631 7039

Passcode: 602864

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 February 2021.
 - [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)
 - [a] To receive and consider any DPI requests.
 - [b] Councillors are reminded to ensure their DPI forms are up to date and where necessary submit amended forms.
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 if available
7. MINUTES

To approve the minutes of the Full Council Meeting of 14th January 2021.

8. COMMITTEE MINUTES
To note the minutes of the:-
 - [a] Planning submissions for January 2021
 - [b] Haling Dene Management minutes of 28th January 2021
 - [c] Recreation and amenities minutes of 28th January 2021
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 month of January 2021.
 - [b] To receive the expenditure summary print outs for January 2021.
12. SOUTH STAFFORDSHIRE COUNCIL
 - [a] To receive a letter dated 19th January from the Parish Council to the above with regard to Air Quality in Penkridge.
 - [b] To receive a reply from SSC to the above letter, if received.
 - [c] To receive and consider an email dated 20th January from the SSC Street Scene Performance & Environment Manager together with a suggested response from Cllr Kelly.
13. PENKRIDGE PARISH CAUSAL VACANCY
To note that the above will be advertised from 12th February.
14. ROAD TRAFFIC AND SPEDING ISSUES
To receive and consider supporting the contents of a letter from Lapley, Stretton and Wheaton Aston Parish Council, circulated on 27th January.
15. HALING DENE CENTRE
Following the items raised at the January Haling Dene Management meeting:
 - [a] To note that any items relating to the Haling Dene Centre will now come under the remit of Full Council for the foreseeable future
 - [b] To receive and consider a report from Central Building Control regarding the above.
 - [c] To receive and consider an email dated 24th November from TJB Properties regarding scaffold being erected to undertake investigation work for the damp within the centre of the building.
 - [d] To receive confirmation of ownership with regard to the boundary wall between the Canal towpath and Haling Dene Centre.
 - [e] To receive and consider a quotation for a Structural Engineer to undertake an investigation and produce a report for the Haling Dene Centre's Roof, damp in Room 24 and the Boundary Wall between the Haling Dene Grounds and Towpath.
 - [f] To consider how the Council wish to take the above forward.
 - [g] To receive and approve a draft letter in relation to the Bar.
16. HOLIDAY ENTITLEMENT FOR PARISH COUNCIL STAFF
To note that due to COVID 19 the above surplus holiday will be carried into the coming two years as per the Government Guidelines dated 13th May 2020.
17. GRANTS
To receive a grant application form from the Brownie Guides for a grant towards the cost of their room hire costs.
18. DATE AND TIME OF NEXT MEETING
Thursday 11th March 2021 at 7.00 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.