

# Penkridge Parish Council

Haling Dene Centre  
Cannock Road  
Penkridge  
Stafford  
ST19 5DT

5<sup>th</sup> March 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 11<sup>th</sup> March 2021 at 7.00 pm.**

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

<https://zoom.us/j/96025278014?pwd=Q2xBUGdjM3ZsZE10NFpCR1JlTQmczZz09>

Meeting ID: 960 2527 8014

Passcode: 996951

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 March 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.
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 11<sup>th</sup> February 2021.

8. COMMITTEE MINUTES  
To note the minutes of the:-  
[a] Planning submissions for February 2021
9. WORKING GROUP MINUTES  
To note that no minutes have been received.
10. OUTSIDE GROUPS WITH PC REPRESENTATION  
To receive minutes for the PenkrIDGE Sports and Recreation Centre February and December 2020 meetings.
11. ACCOUNTS  
[a] To approve the accounts for payment for the month of February 2021.  
[b] To receive the expenditure summary print outs for February 2021.  
[c] To approve the Virements for year-end 2020-2021.
12. SOUTH STAFFORDSHIRE COUNCIL – LOCALITIES OFFER TO PARISH COUNCILS  
[a] To receive and consider an email dated 1<sup>st</sup> March from SSC in relation to the which was above placed on the February Full Council agenda.
13. PENKRIDGE PARISH CAUSAL VACANCY  
To receive the PAs update with regard to the above.
14. HALING DENE CENTRE  
[a] To note the scaffold has now been erected at the Haling Dene Centre.  
[b] To note there has been a temporary repair to the flat roof by TJB at a cost of £145.  
[c] To receive and consider a report from TJB following their survey of the building following the Rentokil report on damp.  
[d] To receive and consider the report from the Structural Engineer for the Boundary Wall adjacent to the Canal towpath and flat roof over Room 24.  
[e] To note the PA has applied for a grant under the Community Climate Action fund to upgrade the remaining lighting in the building.
15. GOVERNEMENT GUIDELINES COVID-19 UPDTE  
[a] To note following the Government's Roadmap for COVID-19 and subject to any amendments the Centre will open to the Exclusive Room Hirers from 12<sup>th</sup> April and general public and Groups from 17<sup>th</sup> May,  
[b] To note the Centre will be closed week commencing 5<sup>th</sup> April so the current staff working can isolate for 10 days before the remaining staff return to work on Monday 12<sup>th</sup> April and readiness for the general public. The two Administration staff currently working will be working from home undertaking the start of the year end accounts.
16. SUBSCRIPTIONS  
[a] To consider renewing the subscription to the SLCC for the coming financial year at a cost of £317
17. DATE AND TIME OF NEXT MEETING  
Thursday 8<sup>th</sup> April 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.

## 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.