

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

2nd July 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 8th July 2021 at 7.00 pm** in Room 1 at the Haling Dene Centre.

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 July 2021.
 - [b] Members of the Council and Public in attendance to declare if they are video/audio recording the meeting.
3. 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
 - [a] To receive a police report containing incidents reported during June and July, if available.
7. SOUTH STAFFORDSHIRE & STAFFORDSHIRE COUNTY COUNCIL
To receive updates/reports from the above Councillors.
8. MINUTES
 - [a] To approve the minutes of the Full Council meeting of the 10th June 2021.
9. COMMITTEE MINUTES
To note the minutes of the:-
 - [a] Planning submission for June 2021.
10. WORKING GROUP MINUTES
To receive the minutes of the Highway Liaison Resume for June 2021.

11. OUTSIDE GROUPS WITH PC REPRESENTATION
To note no minutes have been received.
12. ACCOUNTS
[a] To approve the accounts for payment for the month of May 2021.
[b] To receive the expenditure summary print outs for May 2021.
[c] To receive the bank mandate forms and the instructions for ID details.
[d] Individual Councillor Forms are included in the agenda packs, Councillors are asked to complete the forms and where necessary take a copy of the form and required details into a Barclays Branch.
[e] Please advise the PA if you do not wish to be included on the Council's Bank Mandate.
13. HALING DENE CENTRE
[a] To receive and consider a verbal update from the Chairman on the Boundary Wall together with the following documentation:
[i] Email dated 7th June from the Canal and Riverway Trust Senior Asset Engineer.
[ii] Email dated 15th June from South Staffordshire Conservation Officer.
[iii] HDM Chairman Boundary Wall Elevations.
[b] To receive and consider an update from Entrust following a site meeting on 23rd June.
[c] To receive and consider an update following a site meeting with the Canal and River Trust, SSC Conservation Officer and a Contractor on 6th July.
[d] To note the PA has passed the Personal Licence Holder Exam.
14. REMEMBRANCE CIVIC SERVICE
To note the above will be held on 10th October with a service in St Michaels at 1.00 pm and a buffet at the Haling Dene to commence at 2.00 pm.
15. LOCAL GOVERNMENT BOUNDARY COMMISSION
To receive and consider an email dated 18th June from SSC Legal and governance with regard to the above and if the Council wish to make a submission and to note that the consultation ends on 2nd August.
16. DATE AND TIME OF NEXT MEETING
Thursday 9th September 2021 at 7.00 pm.
17. 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.