

# Penkridge Parish Council

Haling Dene Centre  
Cannock Road  
Penkridge  
Stafford  
ST19 5DT

8<sup>th</sup> October 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 14<sup>th</sup> October 2021 at 7.30 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 October 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, if available.
7. SOUTH STAFFORDSHIRE & STAFFORDSHIRE COUNTY COUNCIL
  - [a] To receive updates/reports from the above Councillors.
8. MINUTES
  - [a] To approve the minutes of the Full Council meeting of the 9<sup>th</sup> September 2021.
9. COMMITTEE MINUTES  
To note the minutes of the:-
  - [a] Planning submission for September 2021.
  - [b] Resume of the Play Area Public Meeting dated 9<sup>th</sup> September 2021.
10. WORKING GROUP MINUTES  
To receive the Highway Liaison Notes from the meeting of 14<sup>th</sup> September 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 months of August and September 2021.
  - [b] To receive the expenditure summary print outs for August and September 2021.
  - [c] To receive the signed Audit Commission Annual Return for the year ended 31<sup>st</sup> March 2021.
  - [d] To note the Council's Internal Auditor, Mrs Vivien Evans, with undertake the half year audit week commencing 8<sup>th</sup> November.
13. SOUTH STAFFORDSHIRE COUNCIL  
To receive the Chairman's verbal update following the site meeting for the Lynehill Railway Corridor.
14. WEST MIDLAND INTERCHANGE  
To receive verbal updates from the Council's Representatives who attended:
  - [a] The Community Liaison Group – Cllrs Minshall and Stonehouse
  - [b] The Public Liaison Group – Cllrs Mrs Balance and Kelly
  - [c] To note the PowerPoint presentation for both Groups were circulated to all Councillors by email.
15. COUNCIL MEETING DOCUMENTATION  
To consider all future agendas and associated paperwork for meetings be emails to all Councillors rather than receiving agenda and associated documentation in paper format.
16. STAFORDSHIRE PARISH COUNCIL ASSOCIATION
  - [a] To consider nominating a representative to the SPCA Executive Committee when Cllr Minshall's term ends at the end of 2021.
  - [b] To consider if the Council wish to submit a Motion for Debate at the Annual General Meeting on 6<sup>th</sup> December and if so which Parish Council they wish to approach to second their Motion.
17. BIO DIGESTER PLANT – LOWER DRAYTON LANE  
To receive and consider an email dated 1<sup>st</sup> October voicing concerns of residents of Lower Drayton Lane following the commencement of operation for the above, even though the road and junction improvements have not been completed.
18. DATE AND TIME OF NEXT MEETING  
Thursday 11<sup>th</sup> November 2021 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.