

# Penkridge Parish Council

## Minutes of the Penkridge Parish Council Meeting held On 11<sup>th</sup> November 2021 at 7.30 pm at the Haling Dene Centre

Audio recordings will be made of all Ordinary and Special Council meetings and Committee meetings, with the inclusion of confidential matters.

### PRESENT

Councillor	Victor Kelly	[Chairman]
"	Mrs Helen Adams	[Vice Chairman]
"	Andrew Adams	
"	Ms Gail Ballance	
"	John L Eastwood	
"	Mrs Isabel G A Ford	
"	Gordon Hawkins	
"	Mrs Petula M C Hughes	
"	Ms Jacquie Leach	
"	Andrew Lenz	
"	Anthony Minshall	
"	David Oldfield	
"	Alan Smallwood	
"	Mrs Vivienne Smith	

Also in Attendance Ms L Hough

Cllr David Williams – Staffordshire County Council  
There was one member of the Public in attendance

The Council held a one minutes silence for Remembrance Day

### Part I - Public Session

5235. APOLOGIES

An apology was received from Cllr Calvert Stonehouse.

5236. PERSONALIA AND EVENTS

[a] The above was received for November 2021.

[b] Members of the Council and Public in attendance who declared they were video/recording the meeting were Cllrs Andrew Lenz and David Oldfield

5237. DECLARATIONS OF INTEREST

There were no declarations of interest.

5238. DISCLOSABLE PECUNINARY INTEREST [DPI]

There were no Disposable Pecuniary Interests received.

5239. PUBLIC PARTICIPATION

Mr Alan Stevens of Haling Road said he was interested to hear the comments with regard to the Community Speed Watch and there was a considerably amount of leaves on both sides of the footpath along Cannock Road.

Cllr Oldfield said the nights were drawing in and could the Council suggest to Staffordshire County Council that white lines be put on all narrow lanes which would help drivers see the pot holes and sunken drains.

The Chairman read out an email from SSC relating to a request from a resident to have trees planted on Druids Way open space for the Queen's Jubilee and what were Councillors' thoughts.

Councillors agreed that trees be planted on Druids Way and where possible they be English species.

5240. POLICE MATTERS

[a] A Police Report had been received for the previous two months.

5241. SOUTH STAFFORDSHIRE & STAFFORDSHIRE COUNTY COUNCIL

- [a] Staffordshire County Councillor David Williams gave an updated on the following items:  
The island on Wolgarston Way/Cannock Road had been replaced.  
TFM bollards had been installed  
SCC had re-employed a gully cleaner for a 6 month period  
Consideration was being given to a new plan for Highways, Bus Services, Routes and Stops  
Cycle improvements were to be reviewed in rural areas  
The Highways budget was to be cut by 8.7 million pounds each year for the next three years.

5242. MINUTES

**Resolved** that the Minutes of the meeting be approved for:

- [a] Full Council meeting of the 14<sup>th</sup> October 2021

5243. COMMITTEE MINUTES

The minutes were noted for the:

- [a] Planning Minutes for 14<sup>th</sup> October 2021.  
[b] Haling Dene Management Meeting dated 28<sup>th</sup> October 2021.  
[c] Recreation and Amenities Meeting of 28<sup>th</sup> October 2021  
The minutes were received for:  
[d] Finance and Resources Meeting of 4<sup>th</sup> November 2021.

5244. WORKING GROUP MINUTES

A Notice of Motion from Cllr Andrew Lenz was received and seconded by Cllr Adams  
That all Highway Liaison Group Notes are forwarded to SCC Councillor David Williams requesting a formal reply within 21 days under the Freedom of Information Act.  
The Motion was seconded by Councillor Andrew Adams.  
Council voted unanimously for the approval of Motion.  
**Resolved** that all Highway Liaison Group Notes be forwarded to SCC Councillor David Williams requesting a formal reply within 21 days under the Freedom of Information Act.

5245. OUTSIDE GROUPS WITH PC REPRESENTATION

Minutes were received for:

- [a] The Peace Memorial Hall meeting of 15<sup>th</sup> September 2021.  
[b] The Penkridge Sports and Recreation Centre [Monckton] for meetings dated 19<sup>th</sup> July, 20<sup>th</sup> September and 25<sup>th</sup> October.

5246. ACCOUNTS

- [a] Approval was given to the accounts for payment for the month of October 2021.  
[b] The expenditure summary print outs for October 2021 were received  
[c] The following accounting details were noted:

Current Account Balance	£ 49,457
Business Saver Balance	£364,748
Expenditure for the Month of October:	
Full Council	£ 49,922
Haling Dene Mgt	£ 64,826
Recreation and Amenities	£ 42,603
Burial Ground	£ 24,995
Total Income for the Month of October:	
Full Council	£ 825
Haling Dene Mgt	£ 38,195
Recreation and Amenities	£ 2,523
Burial Ground	£ 19,086

5247. SOUTH STAFFORDSHIRE COUNCIL

- [a] The Chairman asked the Vice Chairman if she could give a verbal update following the meeting with SSC Lead Planning Manager was received.  
In attendance at the meeting was Cllr Andrew Adams, Mrs Helen Adams, Mrs Isabel Ford and Victor Kelly.  
A number of items were discussed – WMI Representatives and Groups, Local Plan where it is proposed Penkridge will have an additional 1129 houses between 2018 and 2038 which is in addition to the Lynehill and Bloom Homes developments.  
Councillors were advised to think carefully when submitting comment for the Local Plan which tie into the village and mitigate the proposed new houses.  
Councillors also discussed Heron Park and the question of ownership and repair/replacement of some of the equipment. Councillors were advised that there are Locality and Community Funds which could help towards the cost of repair/replacement of equipment.  
The Vice Chairman also advised that she had attended a virtual training seminar by CPRE on Planning and they agreed to forward templates of documents the Council could use.
- [b] An email was received dated 2<sup>nd</sup> November from the SSC Lead Planning Manager in reply to the Council's letter with regard to the implementation of highways works in relation to the Bio Digester Plant at Lower Drayton Lane.  
**Resolved** that the PA reply to the letter advising that Council were not happy with the SSC response.
- Cllr Oldfield gave his apologies and left the meeting at 9.30 pm.
- [c] An email was received dated 2<sup>nd</sup> November from the Local Government Boundary Commission Review Officer in relation to the Electoral Review of South Staffordshire Council.

5248. LOCAL PLAN REVIEW

- [a] Consideration was given to if the Council wished to submit a formal response regarding the Local Plan Review Public Consultation.  
**Resolved** that the Council would submit a formal response and have a Working Group meeting on 18<sup>th</sup> November at 6.30 pm to decide their response which would be considered and finalised at the December Full Council meeting.
- [b] An email was received dated 14<sup>th</sup> October from Penk Valley Trust Academy.  
**Resolved** that the email be considered at the next Highway Liaison meeting.
- [c] It was noted that the Parish Council would place a one page advert in the Penkridge Advertiser to notify Parishioners of the Local Plan Consultation at a cost of £199.

5249. VICTORIAN FAYRE

- [a] Consideration was given to current COVID 19 figures and if the Council wished the above event to go ahead or cancel the event for this year.  
**Resolved** that the Victorian Fayre go ahead as COVID numbers had reduced in Penkridge.
- [b] If the Fayre is to go ahead to Councillors to put their name forward who will help on the day/evening.

5250. DATE AND TIME OF NEXT MEETING

Thursday 9<sup>th</sup> December 2021 at 7.30 pm.

5251. 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 2 - Private Session

The Chairman suspended Standing Orders at 10.00 pm

### 5252. FINANCE AND RESOURCES MEETING

Consideration was given to the minutes from the above meeting held on 4<sup>th</sup> November 2021.

#### 183 BUDGET 2022/2023

Consideration was given to the budget requirements for the financial year 2022/2023 for:

- [a] Full Council
- [b] Haling Dene Management
- [c] Recreation and Amenities
- [d] Burial Ground

Cllr Mrs Petula Hughes gave her apologies and left the meeting at 10.15 pm.

Cllr Ms Jacquie Leach gave her apologies and left the meeting at 10.30 pm.

#### 184 PRECEPT 2022-2023

Consideration was given to the:

- [a] The Estimated Balances and Summary of Estimates sheets for the half year 2021-2022.  
**Resolved** that the Named Reserves total figure be placed under the Estimated Balance.
- [b] To approve the setting of the Precept at £270,000 for the financial year 2022/2023.

#### 185. VIREMENTS/RESERVES FOR 2021/2022 BUDGETS

- [a] Consideration was given to transferring the Library Reserve into the Play Area Reserve under the Recreation and Amenities budget.  
**Resolved** that the £13,000 Library Reserve be transferred into the Play Areas Reserve.
- [b] Consideration was given to the virements for 2021/2022.  
**Resolved** that the virement be approved.

#### 186. COUNCIL PROCEDURES

- [a] Following the items raised at the October Full Council meeting with regard to Matters Arising from Full Council minutes, consideration was given to having an agenda item 'Follow Up' at each Full Council meeting with a document advising of the outcome from Resolutions made at all Council meetings rather than amend the Standing Orders.  
**Resolved** that the Follow Up Sheets for Full Council and Committees be included on the Full Council Agenda each month.
- [b] It was noted that there were no further updates to the Council's Procedures/Risk Assessments, and these will be reviewed in October 2022 unless amendments are required sooner.

#### 187. WEBSITE

- [a] Quotations were received and considered to change the provider of the website and email addresses.  
**Resolved** that:
  - [i] The quotation from Netwise at a cost of £300 per year for the website be approved.
  - [ii] The quotation from Netwise to use the domain gov.uk at an initial cost of £50 and then a yearly cost of £60 be approved.
- [b] It was noted that a Parishioner had questioned if the Parish Council published the required information to meet the Local Government Transparency Code eg Pie Chart, Expenditure, Budgets. The Parish Council comply with and meet the required Government Guidelines.

#### 188. STAFF

- [a] Consideration was given to the staff incremental rises, as per the attached, which will take effect from April 2022 following a successful staff review.  
**Resolved** that the increment be approved.

The meeting closed at 11.05 pm

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_