

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

6th January 2023

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 12th January 2023 at 7.30 pm.**

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 January 2023.
 - [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. SOUTH STAFFORDSHIRE & STAFFORDSHIRE COUNTY COUNCIL
 - [a] To receive updates/reports from the above Councillors.
7. POLICE MATTERS
 - [a] To receive a Police report if available.
8. MINUTES
 - [a] To approve the minutes of the Full Council meeting of the 8th December 2022.
 - [b] To receive the Follow Up Sheets for Full Council, Haling Dene Management and Recreation and Amenities.
9. COMMITTEE MINUTES

To note the minutes of the:-

 - [a] Planning Minutes for 8th December 2022.
10. WORKING GROUP MINUTES
 - [a] To note that no minutes have been received.

11. OUTSIDE GROUPS WITH PC REPRESENTATION

- [a] To note that no minutes have been received.

12. ACCOUNTS

- [a] To approve the accounts for payment for the month of December 2022 [to follow].
[b] To receive the expenditure summary print outs for December 2022 to follow].
[c] To note the December Monthly Summary of Accounts and Pie Chart for the website [to follow].
[d] To receive the Internal Auditor's Interim report for the Financial Year 2022-2023.
[e] To receive and consider an email dated 7th December from Staffordshire Support with regard to appointing a new Internal Auditor from April 2023 following the notification that Mrs Viv Evans was to retire.

13. SOUTH STAFFORDSHIRE COUNCIL – LOCAL PLAN PUBLIC CONSULTATION

- [a] To note the Parish Council response for the above has been submitted and a formal acknowledgement received.
[b] To receive an email dated 12th December from the above giving a reply to Cllr Stonehouse's question regarding the Lyne Hill Rail Corridor.

14. STAFFORDSHIRE COUNTY COUNCIL

- [a] Following the Council meeting with SCC and SSC Councillors and Officers on 15th December to receive and consider if the Parish Council wish to approve/decline signing the draft Terms of Reference, copy attached.
[b] To receive and email dated 20th December from SSC giving their response to the draft Terms of Reference.
[c] To receive the SCC formal response to the SSC Local Plan.

15. WEST MIDLAND INTERCHANGE

- [a] Following the resolution made at the December Full Council meeting regarding to the Stage 1 tree, hedgerow and vegetation clearance, please see attached an email dated 22nd December from WMI Communities Relation Teams.

16. NEIGHBOURHOOD PLAN

- [a] To receive an update on the above from Council representatives.

17. GRANTS AND DONATIONS

- [a] To receive and consider a grant application from Penkridge Round Table for a grant towards the room hire cost of the 25th June 2023 Fun Run.

18. NOTICE OF MOTION

- [a] To receive and consider the below Notice of Motion from Cllr John Eastwood:

This Parish Council intends to once again hold an exhibition of the volunteer organisations and charities that exist in the neighbourhood.

This is to help promote the aims and effectiveness of those organisations, and also using the resources of the Haling Dene and Parish Council as an enabler to increase our usefulness to the Community.

With these objectives, the Parish should firstly suggest dates and consult with the organisations to elicit their views and likelihood in supporting this community event.

- [b] To receive and consider the below Notice of Motion from Sam Harper-Wallis:
Motion for the Parish Council to revive the Civic Award (cancelled this year) under a new event named "Penkridge Community Champions" and to implement the following:
- Penkridge Parish Council to host a community event in the Haling Dene for the Penkridge Community Champion 2023 Awards in the first quarter of 2023.
 - The event to be hosted in the evening
 - Entertainment to be sourced and provided, ideally targeting community groups.
 - Refreshments and light buffet to be provided

- Parish Council to approach potential sponsors for the overall event and then sponsors for the individual awards in order to provide refreshments and entertainment for attendees.
- Parish Council to create an awarding group to vote on potential winners, open to all councillors to join.
- Parish Council to open up for nominations for the following awards:
 - **Good Neighbour Award** - Someone who has gone over and above for their neighbours; generally being someone the neighbourhood couldn't do without.
 - **Contribution to Community Safety** - Any group, school, club, business or individual whose actions have a positive impact on community safety locally, helping to raise awareness and reduce crime in our communities.
 - **Community Business** - A company or sole-trader whose business initiatives and outlook makes a difference to their local communities.
 - **Young Achiever** - A young person aged 25 or under who has shown amazing bravery or excelled in any way, perhaps under adversity, through leadership or in pioneering a community project.
 - **Longstanding contribution** - An individual who has contributed a huge amount of their time and effort to a single charity, club, group or organisation.
 - **Community Spirit** - An individual or group who gives outstanding personal service to the community through hard work, dedication and commitment.
- Parish Council to deploy a new awards website here <https://sites.google.com/view/penkridgecommunitychampions/home> - to collect nominations and provide information.
- [Penkridgecommunityaward.co.uk](https://penkridgecommunityaward.co.uk) - domain to be purchased and applied to the draft site (£10).
- Parish Council to start to approach organisations and the community for nominations of the above wards. Via the following methods:
 - Social Media
 - Notice Boards
 - Direct Messages to all known community groups
 - Councillor Engagement
- Parish Council to organise a mobile bar provider for the event
- Parish Council to approve a covering budget of £1000 for the event, however this should only be used to cover costs not able to be covered by sponsors.
- Parish Council to implement a directory of contact information, containing all community groups on the new parish website.

19. DATE AND TIME OF NEXT MEETING

Thursday 9th February 2023 at 7.30 pm.

20. 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.