

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

4th June 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 10th June 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 June 2021.
 - [b] Members of the Council and Public in attendance to declare if they are video/audio recording the meeting.
 - [c] To receive the Meeting Behaviour document.
 - [d] To receive the updated Annual Appointments for 2021-2022
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 May and June.
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 13th May 2021

9. COMMITTEE MINUTES

To note the minutes of the:-

- [a] Planning submission for May 2021.
- [b] Haling Dene Management meeting of 27th May 2021
- [c] Recreation and Amenities meeting of 27th May 2021

10. WORKING GROUP MINUTES

To note that no minutes have been received.

11. OUTSIDE GROUPS WITH PC REPRESENTATION

To receive the Penkridge Sports and Recreation Centre minutes for 17th February 2020, 16th December 2020 and 24th February 2021.

12. ACCOUNTS

- [a] To approve the accounts for payment for the months of April 2021.
- [b] To receive the expenditure summary print outs for April 2021.
- [c] To receive and approve the end of year Final Accounts for 2020-21.
- [d] To receive and approve the Annual Return for the year ended 31st March 2021 – Section 1 Annual Governance Statement 2020/2021.
- [e] To receive and approve the Annual Return for the year ended 31st March 2021 – Section 2 Accounting Statements 2020/2021.
- [f] To receive and consider a report from the Internal Auditor giving the year-end findings and recommendations for the 2020-2021 financial year.

13. POLICIES AND PROCEDURES

- [a] To receive and consider the updates to the Council's Freedom of Information Act Publication Scheme.

14. CHAIRMANS'S CHARITY

To receive the above for 2021-2022.

15. HALING DENE CENTRE

- [a] To receive and consider a quotation from TJB at a cost of £3,288 plus VAT to undertake work on the Haling Dene flat roof following investigation work.
- [b] to receive an update on the Boundary Wall, if available.

16. CIVIC SERVICE

To consider holding the above during August/September 2021 instead of 4th July and the Service be dedicated to our Community and Parishioners as a whole during COVID-19 and not an individual.

17. IFM

Following the improvements made to the frontage of the above store to consider if the Council wish to send a letter to the company.

18. GRANTS

To receive and consider grant applications, together with the guidelines, from:

- [a] Penkridge Anglo German Remembrance Day Association for a grant of £200 towards their room hire costs for the Remembrance Day Reception at the Haling Dene Centre.
- [b] Penkridge Parochial Church Council for a grant of £1,500 towards the cost of maintaining the Church Yard.
- [c] Peace Memorial Hall for a grant of £500 towards the cost of re-furbishing the paved area at the front of the Hall.
- [d] Penkridge & District Round Table for a grant of £635 towards the cost of the room hire at the Haling Dene Centre for the Fun run.
- [e] Penkridge Sports and Recreation Centre for a grant of £500 towards the cost of the repair and refurbishment of the Skatepark.

19. DATE AND TIME OF NEXT MEETING
Thursday 8th July 2021 at 7.00 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.