

Penkridge Parish Council

Minutes of the Penkridge Parish Council Meeting held On 18th May 2023 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	Mrs Helen Adams	[Chairman]
"	Sam Harper-Wallis	[Vice Chairman]
"	Andrew Adams	
"	Jo Chapman	
"	Mrs Petula M C Hughes	
"	Victor Kelly	
"	Ron Kenyon	
"	Andrew Lenz	
"	Anthony Minshall	
"	Gary Poston	
"	Mrs Vivienne Smith	
"	Alan Smallwood	

Parish Administrator Lesley Hough

There were two members of the public in attendance.

Part I - Public Session

5569. APOLOGIES

An apology was received from SCC Cllr David Williams.

5570. CHAIRMAN AND VICE CHAIRMAN

- [a] There were three nominations put forward and seconded to stand for Chairman: Cllrs Mrs Helen Adams, Victor Kelly and Alan Smallwood.
There were five votes for Cllr Mrs Adams, four votes for Cllr Smallwood and three votes for Cllr Kelly. Cllr Mrs Adams accepted to stand as Chairman and signed the Register of Acceptance to Office.
- [b] There were two nominations put forward and seconded to stand as Vice Chairman: Cllrs Mrs Petula Hughes and Sam Harper-Wallis.
There were eight votes for Cllr Harper-Wallis and four votes for Cllr Mrs Hughes.
Cllr Harper-Wallis accepted to stand as Vice Chairman.

Cllr Mrs Hughes thanked Cllr Kelly for all the hard work he has undertaken during his two-year term as Chairman. Cllr Adams said he had gone above and beyond his duties of Chairman.

5571. PERSONALIA AND EVENTS

- [a] The above was received for May 2023.
- [b] Members of the Council and Public in attendance who declared they were video/recording the meeting were Cllrs Andrew Lenz and Gary Poston.
- [c] The 2023-2024 Meetings Calendar was received.
- [d] The retiring Chair, Cllr Victor Kelly, presented a cheque to his Charman's Charity, Compton Care, for £1,168.60.
- [e] The Chairman presented newly Elected Councillors Mrs Jo Chapman and Gary Poston with their Badge of Office.

5572. COMMITTEES

- [a] Appointment of members to Committees for 2023-2024 were made and a copy attached to the official copy of the Minutes.
- [b] It was noted that the Chairman and Vice-Chairman of each Committee would be elected at their first meeting.

5573. APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES

The 2023-2024 list of representatives to other bodies is attached to the official copy of the minutes.

5574. DECLARATIONS OF INTEREST

There were no declarations of interest.

5575. DISCLOSABLE PECUNINARY INTEREST [DPI]

There were no Disposable Pecuniary Interests received.

5576. PUBLIC PARTICIPATION

Mrs Dorothy Briggs, Cannock Road, said she was here to talk about the speed cushions on Cannock Road, the Parish Council were not prepared to do anything, and Staffordshire County Council said they could.

Cllr Lenz said a resident had asked him to report there were speeding problems around the village, but the Parish Council were not prepared to do anything.

The PA was asked to find out if the Speed Cameras on the A449 were redundant and if the Mobile Speed Vehicle could have more presence in the Village. Also, the possibility of a Stop Sign at the end of Mill Street going into Crown Bridge.

5577. SOUTH STAFFORDSHIRE & STAFFORDSHIRE COUNTY COUNCILS

- [a] The Chairman read out an email from Staffordshire County Councillor David Williams advising that following a site visit to Haling Road and Cannock Road they were to prioritise funding to undertake Cat 3 defects to these roads. He was also trying to utilise the Velocity Patching Roadmaster to carry out similar works to Boscomoor Lane and Otherton Lane.
- [b] A letter was received dated 25th April from SCC Cllr David Williams in reply to the Council's question of the legality of the speed cushions on Cannock Road which was raised at the March 2023 meeting and it was noted that they fall within the Department for Transport's guidelines.

5578. POLICE MATTERS

- [a] The Police report for April was received.
Resolved that Inspector Chris Cotton be invited to attend a future Full Council meeting.

5579. MINUTES

Resolved that the Minutes of the meeting be approved for:

- [a] Full Council Meeting of 13th April 2023
- [b] The Follow Up Sheets were received for the Full Council, Haling Dene Management and Recreation and Amenities.

5580. COMMITTEE MINUTES

The minutes were noted for the:

- [a] Planning Minutes for the 13th April 2023

5581. WORKING GROUP MINUTES

- [a] It was noted that no minutes had been received.

5582. OUTSIDE GROUPS WITH PC REPRESENTATION

- [a] The minutes were received for the Penkridge Sports and Recreation Centre meetings of 20th February and 27th March 2023.
- [b] An invite was received to all Councillors for the Penkridge Sports and Recreation Centre's Annual General Meeting on Monday 22nd May at 7.30 pm.

5583. ACCOUNTS
Resolved that:
 [a] The end of year Final Accounts for 2022-2023 be approved.
 [b] The Annual Return for the year ended 31st March 2023 – Section 1 Annual Governance Statement 2022/2023 be approved and signed by the Chairman and Parish Administrator.
 [c] The Annual Return for the year ended 31st March 2023 – Section 2 Accounting Statements 2022/2023 be approved and signed by the Chairman and Parish Administrator.
 [d] The Internal Auditor's year end audit report for 2022 – 2023 was received.
Resolved that the Internal Auditor be asked to attend future Council meeting.
 [e] The Pie Chart for March and Summary Sheet were received.
5584. POLICIES AND PROCEDURES
 Consideration was given to approving the amendments to the below Procedures:
 [a] Standing Orders
 [b] Financial Regulations
Resolved that:
 [i] The updates to the above Policies be approved.
 [ii] The PA to check the interest percentage charge against the Credit Card payment.
 [c] It was noted that there were no updates to the Transparency Code 2015.
 [d] Consideration was given to adopting the Staffordshire County Council's Safeguarding Policy for the Library Volunteers.
Resolved that the above Policy be adopted.
5585. PENKRIDGE PARISH CASUAL VACANCY
 [a] It was noted following the Parish Council Elections there were three vacancies, one for South East and two for North East Wards.
 [b] The vacancies would be advertised for co-option.
5586. DECLARATIONS OF INTEREST
 [a] It was noted that Councillors are required to complete their Disclosable Pecuniary and Other Interests Forms within 28 days of being elected and return to the PA.
5587. GENERAL POWER OF COMPETENCE
 The Council considered if they meet the set criteria for the above power and if the Council wished to adopt the power.
Resolved that the Parish Council meet the requirements and continue to adopt the General Power of Competence.
5588. NEIGHBOURHOOD PLAN
 [a] Cllr Harper-Wallis gave an update on the above.
 There had been no additional work undertaken during the Election period.
 It was important to move the Plan forward and the main priorities were:
 Detailed Questionnaire, Write the Plan and Referendum.
 He advised that the current Chair has resigned due to work commitments, and they had received four applications from residents to join the Group.
5589. BLEED KITS
 [a] Consideration was given to the purchase of two Bleed Kits, which will fit into the Defibrillator Cabinets, at the Festival Gardens and Haling Dene at a cost of £90 each.
Resolved that two Bleed Kits be purchased and located as above.
5590. WEBSITE
 [a] It was noted that the new website was now live and NetWise would undertake all technical updates on behalf of the Parish Council.
 Councillors had a discussion with regard to email addresses and they asked that the PA speak to South Staffordshire Council's IT department and the company updating the Wi-Fi system.
5591. DATE AND TIME OF NEXT MEETING
 Thursday 8th June 2023 at 7.30 pm.

5592. 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.

The meeting closed at 9.20 pm

Chairman

Dated