

Penkridge Parish Council

Minutes of the Penkridge Parish Council Meeting held On 13th July 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	
"	Alan Smallwood	

Parish Administrator Lesley Hough

There were two members of the public in attendance.

Part I - Public Session

5612. APOLOGIES

Apologies were received from Cllr Mrs Vivienne Smith and Staffordshire County Councillor David Williams.

5613. PERSONALIA AND EVENTS

[a] The above was received for July 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.

5614. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

5615. DISCLOSABLE PECUNINARY INTEREST [DPI]

There were no Disposable Pecuniary Interests received.

5616. PUBLIC PARTICIPATION

Mr Alan Stevens from Haling Road asked following the point he raised last month with regard to the SID, how far had this gone with the quotations, order etc and could he have an update tonight. The Chairman advised that the Council had applied for a grant from Staffordshire County Council and were waiting for an update.

5617. SOUTH STAFFORDSHIRE & STAFFORDSHIRE COUNTY COUNCILS

Cllr Adams said he had attended the South Staffs Housing Association Workshop, and Councillors took them to task with regard to maintenance of their properties. Council now has a 'go to' Officer they can contact.

He also advised that the Parish Council had been successful in obtaining a grant for the Community Café to the value of £1,000.

Cllr Kelly said he had also attended the Workshop and said it was progress that the Council now had a name they could approach on behalf of residents who need answers/help.

Cllr Harper-Wallis said he and Cllr Adams had been on a Ward Walk with SSC Officer Annette Roberts. They raised both positive and negative topics in their Ward. They also visited the Chicken Farm and made her aware of the stench problem occasionally coming from the Farm.

Cllr Mrs Adams said she had requested if a plan of footpaths and ownership/responsibility could be

drawn up.

5618. POLICE MATTERS

[a] There had been no Police report received.

5619. MINUTES

Resolved that the Minutes of the meeting be approved for:

[a] Full Council Meeting of 8th June 2023

[b] The Follow Up Sheets were received for the Full Council, Haling Dene Management and Recreation and Amenities.

5620. COMMITTEE MINUTES

The minutes were noted for the:

[a] Planning Minutes for the 8th June 2023

5621. WORKING GROUP MINUTES

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

5622. OUTSIDE GROUPS WITH PC REPRESENTATION

[a] The minutes were received for the Penkridge Sports and Recreation Centre meeting of 24th April 2023.

5623. ACCOUNTS

Resolved that:

[a] The accounts for payment for the months of May and June be approved.

[b] The expenditure summary print outs for May and June were received.

[c] The May and June Monthly Summary of Accounts and Pie Charts for the website were noted.

[d] It was noted the Internal Auditor will meet with Councillors on 14th December at 6.00 pm and had requested the nature of the queries/questions.

Resolved that Councillors forward any questions to the Clerk no later than Monday 31st July.

[e] It was noted that the deadline for Councillors to take their ID details to Barclays Bank was 28th July for the Bank Mandate and it was noted Standing Orders would then apply.

[f] The following accounting details were noted:

Current Account Balance	£ 54,602
Business Saver Balance	£331,167

Expenditure for the Month of June:

Full Council	£ 18,347
Haling Dene Mgt	£ 32,307
Recreation and Amenities	£ 21,953
Burial Ground	£ 10,213

Total Income for the Month of June:

Full Council	£ 570
Haling Dene Mgt	£ 17,044
Recreation and Amenities	£ 3,958
Burial Ground	£ 2,668

5624. POLICIES AND PROCEDURES

Consideration was given to the below Polices/Procedures:

[a] Business Continuity Plan

Resolved that:

[i] The telephone message give a second telephone number should there be an emergency.

[ii] The above document be approved and adopted.

[b] Business Risk Assessment

Resolved that the above document be approved and adopted.

5624. POLICIES AND PROCEDURES [Cont'd]

[c] Dispensation Procedure

Cllr Smallwood proposed and seconded by Cllr Minshall that the decision to grant dispensations to Councillors be made by Full Council.

The Chairman asked for a named vote.

For the proposal – Cllrs Kenyon, Lenz, Minshall and Smallwood.

Against the Proposal – Cllrs Adams, Mrs Adams, Mrs Chapman, Mrs Hughes and Kelly
Abstentions – Cllrs Harper-Wallis and Poston.

Resolved that:

[i] The above document be approved and adopted.

[ii] The Council delegates the power to grant dispensations to the Clerk.

6265. CASUAL VACANCY

[a] The Chairman advised that this item would be moved to the Private Session.

6266. ONE AND FOUR YEAR PLAN

[a] The Working Group notes for the meeting of 28th June for the One Year Plan was received and considered.

Resolved that the One Year Plan be approved and placed on the Council's Website, Social Media and Notice boards.

6267. CHAIRMAN'S CHARITY

The Chairman's chosen charity for 2023-2024 is the Daisy Garland.

6228. HERON PLAY AREA LEASE

Consideration was given to:

[a] Lease drawn up by South Staffordshire Council for the Open Space where the Play Area is located.

Resolved that the Lease be approved with an amendment to Item 19.5 where the last section of the sentence be removed – 'but in default this will be the responsibility of the Tenant'.

[b] S106 Agreement for the release of the £26,000.

Resolved that the Agreement be approved and the Chair and Vice Chair sign the document.

6229. NEIGHBOURHOOD PLAN WORKING GROUP

[a] Cllr Harper-Wallis gave an update on the above.

The Group had a further two meetings where they have drawn up a full set of questions for consultation both on line and paper format.

Following receipt of the completed questionnaires they can then create the Policies.

The Background and Introduction of the Plan have been compiled.

The cost for distribution to all households through Royal Mail is £250-£300. To set up a FREEPOST service is £99 for the Licence and it lasts for 12 months.

6230. REMEMBRANCE SUNDAY PARADE DETAILS

[a] Consideration was given to the updated details for the above.

Resolved that the updated details be approved.

6231. NOTICE OF MOTION

A Notice of Motion from Cllr Gary Poston was received and considered:

Penkridge Parish Council amends the current format of both the Annual Budgetary Expenditure and the Monthly Budgetary Spending Pie Charts so that:

1. Overall salary costs are shown separately (with the corresponding amounts deducted from each relevant Area / Committee)*.
2. Amounts in GB £ and well as a percentage figure.
3. The amended Pie Charts would continue to be made available to the general public via the Parish Council web site

* Under the Local Government Transparency Code (Paragraph 48) no individual salaries are required to be made public under a predetermined threshold (currently £50,001). This motion does not seek to change that by publishing individual salaries.

6231. NOTICE OF MOTION [Cont'd]

Resolved that:

- [i] Overall salary costs are shown separately [with the corresponding amounts deducted from each relevant Area / Committee].
- [ii] The amounts be in GB £ and as a percentage figure.
- [iii] The amended Pie Charts would continue to be made available to the general public via the Parish Council web site
- [iv] Councillors Allowance be shown as a separate amount/percentage.
- [v] An additional sheet be added showing the Income.

6232. DATE AND TIME OF NEXT MEETING

Thursday 14th September 2023 at 7.30 pm.

6233. 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 II - Private Session

6234. CASUAL VACANCY

[a] The Expressions of Interest for the two vacancies on North East Ward and one vacancy on South East Ward were received.

Resolved that:

- [i] Miss Luana Bills and Mr Stephen Coomer be invited to co-opt onto the Parish Council.
- [ii] The Parish Council advertise for Expressions of Interest for the South East Ward at the beginning of September and this be placed on the 12th October Full Council agenda for consideration.

The meeting closed at 10.30 pm

Chairman

Dated