

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

6th October 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 October 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 October 2023.
 - [b] Members of the Council and Public in attendance to declare if they are video/audio recording the meeting.
 - [c] To receive an update from the Chairman on the progress of the Community Café.
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 for September/October, if available.
7. SOUTH STAFFORDSHIRE & STAFFORDSHIRE COUNTY COUNCIL
 - [a] To receive updates/reports from the above Councillors.
8. MINUTES
 - [a] To approve the minutes of the Full Council meeting of the 14th September 2023.
 - [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 14th September 2023.
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 September 2023.
 - [b] To receive the expenditure summary print outs for September 2023.
 - [c] To receive the Pie Chart and Expenditure Summary for September.
13. PENKRDIGE COMMUNITY MANAGED LIBRARY
To consider if the Parish Council wish to extend their initial five year partnership with Staffordshire County Council for the above when it expires in August 2024 [early consideration is for budgetary purposes],
14. COUNCIL EMAILS
To note Hurricane Computers will be in attendance at the Haling Dene Centre on Friday 13th October at 10.30 am for one hour to set up Councillors' emails on their phone/tablet/laptop, they will also be asked to compile a Guide for Councillors who not able to attend.
15. COUNCIL VACANCY
 - [a] To receive and consider Expressions of Interest for the one vacancy on South East Ward.
16. COUNCIL REMUNERATION
 - [a] Following the discussion at the September Full Council meeting with regard to Co-Opted Members not being able to claim the above, to receive and consider the Monitoring Officers email.
17. VOLUNTEERS DAY
 - [a] Following the above held at the Haling Dene Centre on 21st September, to receive the Notes from Support Staffordshire and the Chairman's update.
18. NEIGHBOURHOOD PLAN WORKING GROUP
 - [a] To receive an update from a Council Representative of the above.
 - [b] Council to consider paying the cost of printing the questionnaire for the above.
19. DATE AND TIME OF NEXT MEETING
Thursday 9th November 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.