

# Penkridge Parish Council

Haling Dene Centre  
Cannock Road  
Penkridge  
Stafford  
ST19 5DT

4<sup>th</sup> October 2024

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 10<sup>th</sup> October 2024 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 2024.  
[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. POLICE MATTERS  
[a] To note the next Police report is due November 2024.
7. SOUTH STAFFORDSHIRE & STAFFORDSHIRE COUNTY COUNCIL  
[a] To receive updates/reports from the above Councillors.
8. MINUTES  
To approve the minutes of the Full Council meeting for:  
[a] 12<sup>th</sup> September 2024  
[b] To receive the Follow Up Sheets for the September Full Council.

9. COMMITTEE MINUTES  
To note the minutes of the:-  
[a] Planning Minutes for 12<sup>th</sup> September 2024.
10. WORKING GROUP MINUTES  
[a] To note that no minutes have been received.
11. OUTSIDE GROUPS WITH PC REPRESENTATION  
To note that no minutes have been received.
12. ACCOUNTS  
[a] To approve the accounts for payment for the months of August and **September** 2024.  
[b] To receive the expenditure summary print outs for August and **September** 2024.  
[c] To note the August and **September** Monthly Summary of Accounts and Pie Chart.
13. PENKRIDGE PARISH CASUAL VACANCY – NORTH EAST WARD  
[a] To note following the Notice for the above an Election has not been called.  
[b] To consider if Council wish to advertise the vacancy for co-option.
14. CODE OF CONDUCT TRAINING  
[a] Following the poor attendance for the above, to receive an email from the South Staffordshire Council's Monitoring Officer.
15. HALING DENE CENTRE  
[a] To receive and consider three quotations to have the Bishops Walk re-laid and the path extended from the culvert to the over-flow car park.  
[b] To receive and consider costs from Staffordshire County Council to renew the Council's van.
16. CHRISTMAS LIGHTS  
[a] To receive and consider an email dated 2<sup>nd</sup> October from Turnocks, giving quotations for the purchase of Christmas Lights to the village centre tree and for the loan of Christmas lights for the front of the building.
17. NEIGHBOURHOOD PLAN  
[a] To receive an update on the above from the Parish Council representatives.
18. STAFFORDSHIRE PARISH COUNCIL ASSOCIATION  
[a] To consider if the Parish 'Council wish to submit a Motion for Debate at the SPCA Annual General meeting on 16<sup>th</sup> December.  
To note the last date for a submission is 15<sup>th</sup> November and any submission must firstly be seconded by a local Parish Council.  
If Councillors have a suggestion for the details should be forwarded to the PA for circulation to all Councillors no later than 9<sup>th</sup> October so full consideration can be given on the evening.
19. INFORMATION DOCUMENT  
[a] To receive a document from the PA with regard to Bank Mandates, New Play Area Equipment and Social Media.
20. DATE AND TIME OF NEXT MEETING  
Thursday 7<sup>th</sup> November 2024 at 7.30 pm.
21. 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.