



St Peter the Great County Parish Council

Parish Council Office, St. Peter's Village Hall, St. Peter's Drive, Worcester WR5 3TA

You are hereby summonsed to attend a meeting of St Peter's Parish Council on **Thursday 14th September 2023 at 19:30** in St Peter's Village Hall, Worcester, WR5 3TA. Anyone wishing to attend should make contact with the Clerk to book a place.

The business to be transacted is set out in this agenda. This meeting will include a period for public participation. Members of the public are cordially invited to attend. Matters raised must be within the remit of the parish council. Members of the public will not be able to speak during Agenda items outside the public session unless by prior arrangement with the Clerk and the Chairman.

Agenda

- 1) **Apologies for Absence**: To receive apologies and approve reasons for absence.
- 2) **Declarations of Interest**: To receive declarations of interest on matters before the council and to consider requests for councillor dispensation.
- 3) **Adoption of Minutes**: To agree and adopt the Minutes of the Parish Council Meeting held on Thursday 13th July 2023.
- 4) **Public Participation**: The meeting will be temporarily adjourned to consider any submissions from the public.
- 5) **Casual Vacancy**: Council will consider nominees available and may co-opt a new member to serve for the current electoral term.
- 6) **Parking in the Parish**: An update following changes to Tesco car park.
- 7) **Reports from District and County Councillors**: (by invitation of the Chairman).
- 8) **St Peter's Parish Festival**: To agree Festival Organiser for 2024 and to reestablish the working party.
- 9) **Matters Arising & Action Sheet**: Matters arising from previous meetings not covered elsewhere in the agenda.
- 10) **Highways, Developments & Planning**: To review updates.
- 11) **Electoral Cycle**: An update on the proposed changes to the election cycle, currently under consultation.
- 12) **Parish Warden**: An update on the Parish Warden scheme following recent changes.

13) Finance:

- a. The Clerk will present a verbal report on current Council finances.
- b. To approve the following payments, including those made since the last meeting under delegated authority. (The Clerk will also submit any additional invoices for approval for payment that may be received in the period between the issue of the agenda and the commencement of the meeting of the council):

Amount	Payable To	Reason for Payment
£1000.00	Festival Organiser	Second part of fee for Festival 2023.
£994.32	Worcester City Council	Election fee.

14) Clerks Report: To receive a report from the Clerk on correspondence to the Council and other pertinent administrative matters not covered elsewhere on the agenda.

15) Budget: To initiate the budget setting process including reestablishment of the budget working party.

16) Portfolio Holder allocation: To review and update the Portfolio Holder allocation.

17) Portfolio Holder Reports: To receive reports from portfolio holders.

18) Date of Next Meeting: Proposed as **Thursday 12th October 2023**. Meeting in St Peter's Village Hall, Worcester at 19:30.

19) Confidential session: St Peter's Parish Festival. Press and public excluded from this agenda item due to sensitive commercial nature of discussion.