

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Thursday 12<sup>th</sup> October 2023 at 19:30** in St Peter's Village Hall Worcester, WR5 3TA.

**Present:** Chairman Cllr. Mr. P. Walters, Cllrs. Mr. A. Tidy, Mrs. A Wytcherley, Mr. P. James, Mr. J. Renshaw, Mr. R. Knight, Mrs K. Evans, and Mr. D. Saunders.

Also present: The Clerk.

**11823 Apologies for Absence:** Cllr. Mrs. L. Hodges.

**11923 Declarations of Interest:** Cllr. Tidy & Cllr. Knight for matters relating to the Village Hall. Cllr. Wytcherley & Cllr. Knight for any matters relating to Worcester Theatres.

**12023 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 14<sup>th</sup> September 2023 as a true record of events. The Chairman duly signed the master copy which would be held within the minute book.

**Public Participation:** The Chairman suspended the meeting for public participation.

- None present.

**12123 Reports from District and County Councillors:**

- a. County Cllr. Mackay had provided a written update to the Clerk covering County issues.
  - i. Council noted the report.
  - ii. Also received from Cllr. Mackay was a briefing paper regarding the speed limit on the A38 between the Ketch Roundabout past the Timberdine Roundabout to the City limit. The Parish Council has long campaigned for a consistent speed limit along this section of road. Council considered three options that have potential to be implemented and were detailed within the paper. Council agreed that option 2 be confirmed as the chosen position of the Parish Council. This option states a consistent speed limit of 30mph.
- b. City Councillor Elena Round provided a verbal update including:
  - i. The recent traveller site application that was rejected.
  - ii. Attendance at a briefing with City Council and Police Officers regarding community safety in the area.
  - iii. An update for the overgrown grass area that was recently moved by the City Council Operations team.
  - iv. Cllr. Round confirmed there is no update regarding the £12k allocation for play equipment in Power Park.
- c. City Cllr. Steve Cockeram provided a verbal update:
  - i. Confirmation regarding the application for Lawful Usage of Land application for land adjacent to the A4440.

**12223 St Peter's Parish Festival:** Cllr. Renshaw provided an update following a festival working party on the 2<sup>nd</sup> of October.

- a. Confirmation that Council have received documentation prepared by the Clerk for the 2024 Festival. Documentation includes the financial procedure, Festival structure, Festival Organiser role profile, Festival timeline.
- b. The date for the Festival 2024 is confirmed as Sunday 9<sup>th</sup> June.
- c. Council moved to retain the fee structure for the 2024 Festival without change.
- d. The next meeting of the working party will be 6<sup>th</sup> November 2023 via zoom at 19:30.

# St Peter the Great County Parish Council

**12323 Matters arising and action sheet:** Council reviewed the latest actions not covered elsewhere on the agenda:

- a. Outstanding matters relating to the annual meeting to be progressed.
- b. Several sections of pedway resurfacing are due to be completed this financial year. Cllr. Mackay had previously requested the Parish Council confirm priority works within the Parish. Cllrs. Mackay and Tidy subsequently visited the worst effected pedways.

**12423 Highways, Developments & Planning:**

- a. The Chairman has written to the Head of Planning at MHDC regarding the new warehouses that will be built off Taylor's Lane and adjacent to St Peter's. The correspondence highlighted residents' concerns about the existing warehouses and requested that consideration be given to the roofing on the new build so as not to repeat the reflection problems that have arisen from the current warehouses. The matter of why the PC was not consulted when planning information was published, was also raised. The letter was sent in August, with no response to date.

**12523 Electoral Cycle:** The required consultation regarding the alignment of the Parish Council electoral cycles has now concluded. The Clerk gave a brief update following confirmation from the City Council that the results of the consultation will be provided to the Parish Council once available, most likely in November 2023.

**12623 Finance:**

- a. The Clerk presented an update on the current financial position of Council, including a review of quarter 2 income and expenditure.
- b. The Clerk confirmed the successful completion of the Annual Governance and Accountability Return (AGAR) for 2023. The AGAR has now been published in compliance with statutory guidance.
- c. Council approved the following payments, including those made since the last meeting under delegated authority:

Amount	Payable To	Reason for Payment
£378.00	PKF Littlejohn	External audit
£75.60	DCK accounting	Payroll
£200.00	Worcester Theatre Makers	Grant donation
£200.00	Scouts	Grant donation
£200.00	St Peter's over 60's group	Grant donation

**12723 Clerks Report:** To receive a report from the Clerk on correspondence to the Council and other pertinent administrative matters.

- a. The Clerk has received a letter of thanks from Acorns Hospice, regarding the donation of £1200 from funds raised at St Peter's Festival 2023.
- b. The latest updates from Clerks and Councils Direct.
- c. Correspondence from WEG regarding recent volunteer activities in Battenhall Park.
- d. A communication received from Duncan Rudge regarding the recent submission of the SWDPR for independent examination.
- e. Details of the Worcestershire Tree Warden scheme, Cllr. Evans requested further information. Cllr. Tidy requested information regarding which trees are in the Parish have a Tree Protection Order. Cllr. Tidy is due to meet with the new City Council Tree Officer during October.
- f. The City Council have offered the Parish Council a Community Safety briefing, delivered by the City Council and Police. The Clerk to liaise with the City Council to agree dates.

# St Peter the Great County Parish Council

**12823 Website:** Council are investigating options for a new Parish Council website. Cllr. James gave a verbal report regarding initial findings and cost implications. Council supports the proposal for a new website and the improved communications this is expected to foster, Council therefore moved to transfer funds from reserve up to £1000 to initiate the website build, and authorised Cllr. James with the support of the Clerk to make the necessary arrangements.

**12923 Budget:** The Clerk provided an update following a budget working party where Council began forming a draft budget for FY2024/25. The Clerk had circulated notes following the meeting, including a financial analysis and report. The date of the next working party to be decided.

## **13023 Portfolio Holder Reports:**

- a. Green Spaces:** Cllr. Tidy provided a verbal update:
  - i. The Friends of St Peter's Parks are planning to carry out woodland work in Battenhall Park on the 17<sup>th</sup> of October. Meeting at Pentangle Orchard at 10am.
  - ii. The vacancy for the Parish Warden has been advertised.
- b. Community Engagement:** Cllr. Wytcherley provided a verbal update on recent activities including:
  - i. Three grant applications have been received: The St Peter's over 60's group, The Scouts, and the Worcester Theatremakers. Council agreed to the grant applications for £200 each.
- c. Community Facility:** Cllr. Knight gave a verbal update on the new community facility build.
- d. Planning:** two applications have been brought to the attention of Cllr. Saunders by the Clerk during October:
  - i. 23/00792/PRA - Design and external appearance of a new switch room building Timberdine Substation, Norton Road – no objection from Council.
  - ii. 23/00729/CLE - Lawful development certificate for an existing use of the site for leisure uses – Council objects to this application. Response submitted.
- e. Police Liaison:** Cllr. Walters gave a verbal update on police liaison.
  - i. Confirmed the date of the next PACT meeting as 7<sup>th</sup> December in the Baptist Church at 19:30.
  - ii. PC James will be attending the next Parish Council meeting.
  - iii. Cllr. Walters wrote to the Deputy PCC regarding the issues of extreme noise and speeding vehicles on the A4440 and requested a trial of acoustic cameras.

**13123 Date of Next Meeting:** The date of the next Parish Council Meeting was proposed as Thursday 9<sup>th</sup> November 2023 at 19:30, at St Peter's Village Hall, Worcester WR5 3TA.

Signed.....

Chairman

Date.....