



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 10th October 2019 at 7:30pm** in the **Village Hall, St Peters, WR5 3TA**.

The business to be transacted is set out in this agenda. The meeting will include a maximum of 30 minutes of public participation and members of the public are cordially invited to attend. Matters raised must be within the remit of the parish council. The public will not be allowed to speak at any other time during the meeting 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 12th September 2019.
- 4) **Public Participation**: The meeting will be temporarily adjourned to consider any submissions from the public.
- 5) **Reports from District and County Councillors**: (by invitation of the Chairman).
- 6) **Financial Report**:
 - a. To receive a report from the Clerk on the current financial position of the Council and a review of financial performance from April to August 2019.
 - b. Confirmation that the Clerk has received a clear and complete External Audit and notification of publication of Audited accounts.
 - c. The Clerk will update Council regarding banking arrangements and will request authorisation to move any remaining balances from Coop bank account to HSBC current account effective immediately.
 - d. To approve the following cheque 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
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£330	Dor2dor	Newslink delivery
£6,142.80	Worcester City Council	Warden fee Apr – Oct 2019
£360	External Auditor	External Audit 2018/19
£100	Clerks & Council Direct	Online and Print service
£79.98	The Clerk	Reimbursement for funds spent on St Peter's Parks supplies (Rose plants)

- 7) **Clerks Report**: To receive a report from the Clerk on correspondence to the Council and other pertinent administrative matters, including:
- a. Dangerous pavement.
 - b. Gym equipment project.
- 8) **St Peter's Parish Festival**: Update on recruitment of a Festival Organiser for 2020 and to discuss working party arrangements.
- 9) **Budget**: Cllr. Tucker to present draft budget for 2019/20 and to discuss budget working party arrangements.
- 10) **Highways, developments & planning**: Council to review current knowledge base of ongoing and future road works and planning/development issues affecting the Parish.
- 11) **Newslink**: Council to review Newslink performance and discuss working party arrangements.
- 12) **Portfolio Holder Reports**: To receive verbal reports from those portfolio holders who wish to inform Council on current matters pertinent to their areas of responsibility.
- 13) **Date of Next Meeting**: Proposed as **Thursday 14th November** at 7:30pm in St Peter's Village Hall.