



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 12th October 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 14th September 2023.
- 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). (Time guide 10 minutes).
- 6) **St Peter's Parish Festival**: To receive an update from the Festival Portfolio holder. (Time guide 5 minutes).
- 7) **Matters Arising & Action Sheet**: Matters arising from previous meetings not covered elsewhere in the agenda. (Time guide 5 minutes).
- 8) **Highways, Developments & Planning**: To review updates. (Time guide 10 minutes).
- 9) **Electoral Cycle**: An update on the proposed changes to the Parish Council election cycle, following the conclusion of the consultation. (Time guide 5 minutes).
- 10) **Finance**: (Time guide 5 minutes).
 - a. The Clerk will present a report on current Council finances including a review of Quarter 2.
 - 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
£378.00	PKF Littlejohn	External audit
£75.60	DCK accounting	Payroll

11) 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. (Time guide 5 minutes).

12) Website: To discuss the proposal for a new Parish Council website. (Time guide 15 minutes).

13) Budget: To receive an update on budget setting following the recent budget working party meeting. (Time guide 10 minutes).

14) Portfolio Holder Reports: To receive reports from portfolio holders. (Time guide 10 minutes).

15) Date of Next Meeting: Proposed as **Thursday 9th November 2023**. Meeting in St Peter's Village Hall, Worcester at 19:30.