



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 13th June 2024 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 9th May 2024.
- 4) **Public participation**: The meeting will be temporarily adjourned to consider any submissions from the public.
- 5) **Report from City Councillors**: (by invitation of the Chairman). (Time guide 10 minutes).
- 6) **Report from County Councillor**: (by invitation of the Chairman). (Time guide 10 minutes).
- 7) **St Peter's Parish Festival**: To receive an update from the Festival Portfolio holder. (Time guide 5 minutes).
- 8) **Matters arising & action sheet**: Matters arising from previous meetings not covered elsewhere in the agenda. (Time guide 10 minutes).
- 9) **Highways, developments & planning**: To review updates. (Time guide 5 minutes).
- 10) **Finance**: (Time guide 5 minutes).
 - a. To approve the 2023/24 Annual Governance and Accountability Return section 1, Annual Governance Statement.
 - b. To approve the 2023/24 Annual Governance and Accountability Return section 2, Accounting Statement.

- c. 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
£689.50	Event Hire	Festival BBQ
£69.50	Clerk	Litter bag holders
£750.00	G. Hopkinson	Festival organiser fee pt1
£97.39	SB Print	Festival banners
£105.60	City Signs	Parish roller banner
£985.20	Signet Signs	Parish honours board

- 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) Portfolio Holder reports:** To receive reports from portfolio holders. (Time guide 10 minutes).
- 13) Date of next meeting:** Proposed as **Thursday 11th July 2024**. Meeting in St Peter's Village Hall, Worcester at 19:30.