



# 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 10<sup>th</sup> July 2025 at 19:30** in St Peter's Village Hall, Worcester, WR5 3TA.

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 or by invitation of 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 12<sup>th</sup> June 2025.
- 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) **Matters arising & action sheet**: Matters arising from previous meetings not covered elsewhere in the agenda. (Time guide 10 minutes).
- 8) **Highways, developments & planning**: To review updates. (Time guide 5 minutes).
- 9) **St Peter's Parish Festival**: To receive an update from the Festival Portfolio holder. (Time guide 5 minutes).
  - a. To agree the date for the Festival in 2026 as Sunday 7<sup>th</sup> June.
  - b. To set the recruitment date for Festival Organiser 2026.
  - c. To agree the stallholder fee structure for 2026.
- 10) **Asset of Community Value (ACV)**: To review the process for a potential application. (Time guide 5 minutes).

- 11) Grants for approval:** To review submitted grant applications. (Time guide 5 minutes).
- a. COSA - £200.00 towards new seating for a pupil wellbeing area.
  - b. Nunnery Wood Coyotes - £200.00 towards equipment for Worcester City u12's girls football club.

- 12) Documentation for adoption:** (Time guide 5 minutes).
- a. To formally adopt data handling policy following review.
  - b. To formally adopt the code of conduct following review.
  - c. To agree any changes to the portfolio holder allocation.

- 13) Finance:** (Time guide 5 minutes).
- a. To receive an update from the Clerk on the current financial position of Council.
  - 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
£2178.76	Greenwood Projects	Community Facility
£1027.90	R. Hodges	Festival 25 – Organiser fee pt 2
£54.00	SB Print	Festival 25 – printing
£1082.25	HMRC	Deductions
£1200.00	Herlig Architectur	Community Facility
£82.80	DCK Accounting solutions	Payroll services
£45.00	SB Kitchens	Festival 25 – volunteer food
£720.00	DJ Chris	Festival 25 – PA & stage

- 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. (Time guide 5 minutes).

- 15) Portfolio Holder reports:** To receive reports from portfolio holders. (Time guide 10 minutes).

- 16) Date of next meeting:** Proposed as **Thursday 11<sup>th</sup> September 2025**. Meeting in St Peter's Village Hall, Worcester at 19:30.