

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Thursday 12<sup>th</sup> September 2019 at 7:30pm** in the **Village Hall, St Peter's**.

**Present:** Chairman Cllr. A. Tucker, Cllrs. Mr. A. Tidy, Mr. R. Knight, Mr. J. Kemp, Mr. D. Carney, Mrs. L. Murray.

Also, present: City and County Cllr. Mr. S. Mackay, Six members of the public, one member of press and the Clerk.

**8319 Apologies for Absence:** Council received apologies from Cllr. M. Johnson.

**8419 Declarations of Interest:** None.

**8519 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 11<sup>th</sup> July 2019 as a true record of events. The Chairman duly signed the master copy, held within the minute book.

**Public Participation:** No comments.

**8619 Co-option:** Council were asked to consider co-opting two new Councillors. Five self-nominated applicants had already notified the Clerk of their willingness to serve as Councillor for the current electoral period and all were in attendance. Due to the nature of the co-option process with five electors to fill two vacancies; a brief introduction was delivered by the Chairman and a simple explanation of the process by the Clerk. Details of the nominees were provided to Council and thus followed a brief verbal presentation by the applicants. Following the presentations, Council voted for each vacancy by way of separate votes. Following the conclusion of the process Council resolved to co-opt the following qualified electors as Councillors: Mr. John Renshaw of Petunia Close, St Peter's, Worcester, and Paul Walters of Barbell Crescent, St Peter's, Worcester. The co-opted Councillors then signed the obligatory Acceptance of Office documents and were welcomed to the table by Council.

**8719 Reports from District and County Councillors:**

City and County Cllr. Mackay gave a verbal update to Council regarding City and County Council matters and provided a written report for the Clerk's record.

**8819 Financial Report:**

a) The Clerk presented a verbal financial summary to Council and confirmed that a half year report will be provided to members at the next meeting. The Clerk confirmed balances as £48,276 in the savings account and £85,957 in the community account.

b) The Clerk confirmed the switch from banking providers is continuing and that online access is expected in the coming days.

c) Council agreed payment of accounts as presented at the meeting as follows:

<b>Cheque Number</b>	<b>Amount</b>	<b>Payable To</b>	<b>Reason for Payment</b>
	£4,429.55	City Council	Election costs 2019
	£239.64	A Donaldson	Newslink Advertising Management

# St Peter the Great County Parish Council

	£330	Dor2dor	Newslink delivery
	£12	DCK Accounting	Payroll
	£65	R Gurney	Internal Audit
	£887	ABC Print	Newslink Print

**8919 Clerks Report:** The Clerk presented recent correspondence and addressed administrative items including:

a) Council has received a request for a memorial bench to be sited within the Parish. The Clerk will provide the applicant with the relevant documentation as detailed within the memorial bench policy.

b) The Clerk has researched the potential installation of gym equipment within Power Park and confirmed to Council that the project will easily be in excess of £10k. A full project plan will be required, and funding sought from various agencies. Council suggested the Clerk, in liaison with Environmental portfolio holder Cllr. Tidy, contact the City Council to enquire regarding funding availability.

c) Council has been made aware of vehicle movements and other out of hours operating at the Tesco supermarket on St Peter's Drive. Cllr. Knight and City Cllr. Mackay have been liaising with the resident to find a solution to the problem.

d) Correspondence has been received from the City Council legal team regarding the ongoing issue of usage of land situated at the old Larkspur play area. This piece of land has been left fallow for many years despite efforts from Council and Cllr. Knight to change into either managed greenspace or further urgently required parking spaces for local residents. Council requested the Clerk formally respond to the City Council to acknowledge the communication and work with Cllr. Knight to progress the matter.

## **9019 St Peter's Parish Festival:**

a) Following confirmation at the last Parish Council meeting that the Festival Organiser has withdrawn from the role and will not be planning the 2020 event, the Clerk raised the urgent issue of recruitment of a replacement Festival Organiser as soon as possible. Council confirmed that should an appropriate replacement not be found within reasonable time, then the event for 2020 may have to be postponed or modified. Council confirmed that a push to recruit a suitable replacement commence at the earliest opportunity with a campaign covering multiple platforms. The Clerk to report progress to Council on a monthly basis.

b) Council suggested that unsuccessful applicants for the role of Councillor in Agenda item 5 may be interested in helping with Festival arrangements. Clerk to make contact and provide relevant information.

**9119 Strategic Principles:** Following a review of the updated Strategic Principles document at the last meeting, Council agreed to the changes as detailed and formally adopted the document subject to rectification of a minor typographical error.

**9219 Budget:** In anticipation of the budget setting process Council requested the Clerk contact the City Council to request confirmation of two important factors, a) the tax base for 2019/20 and b) clarification regarding if the banding of properties is applied equally or proportionally.

**9319 Councillor Portfolio Allocation:** Council confirmed the portfolio allocation and agreed multiple changes. Full portfolio allocation available online, changes made include:

- a) 'Finance, Insurance and Risk Management' - addition of Cllr. Kemp to assist Cllr. Tucker.

# St Peter the Great County Parish Council

- b) 'Community Engagement' (Schools, Senior Citizens + Community Groups) - Cllr. Murray.
- c) 'Community Engagement' (St Peter's Festival) - Cllr. Renshaw.
- d) *Media portfolio name changed to 'Communications' (Website)* - Cllr. Carney.
- e) 'Communications' (Newslink) - Cllr. Tidy to assist Cllr. Knight.
- f) 'Communications' (Facebook, Twitter, Liaison with St Peter's Facebook Group) - Cllr. Carney to assist Cllr. Tidy.
- g) 'Policing and Security' - Cllr. Walters.
- h) 'General Administration' - Cllr. Tucker.
- i) 'Ancillary Administration' - Cllr. Renshaw.
- j) 'PACT representation' - Cllr. Walters.

**9419 Portfolio Holder Reports:** The following portfolio holders provided reports to Council:

**a) Green Spaces:** Cllr. Tidy updated Council regarding the latest environmental issues, including:

**i)** A brief review of FoStPP volunteer events including a recent event to plant further Rose bushes outside the Village Hall.

**ii)** Confirmation that despite further requests, the Environmental Operations Team from the City Council continue to fail to produce a report to detail the work the Parish Wardens have completed since April 2019. Council requested that the Clerk write to the City Council to seek clarification regarding this failure of service and how we may seek a resolution going forward.

**iii)** Cllr. Knight raised the issue of shrub bed planting in Kingfisher Close. Council confirmed that support should be offered to replant the beds and that the Friends of St Peter's Parks group could also assist where possible.

**b) Vehicle Activated Sign (VAS):** Cllr. Kemp suggested the battery for the VAS unit may need changing. The Clerk to liaise with the Warden to arrange replacement. Traffic statistics to be presented at future meetings.

**9519 Date of Next Meeting:** The date of the next Parish Council Meeting was confirmed as Thursday 10<sup>th</sup> October 2019 in St Peter's Village Hall at 7:30pm.

Signed.....

Chairman

Date.....