

St Peter the Great County Parish Council

Minutes

Minutes of a meeting of the Parish Council held on **Thursday 13th February 2020 at 7:30pm** in the **Village Hall, St Peter's**.

Present: Chairman Cllr. A. Tucker, Cllrs. Mr. A. Tidy, Mrs. L. Murray, Mr. J. Renshaw, Mr. P. Walters and Mr. R. Knight.

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

1720 Apologies for Absence: Mr. M. Johnson.

1820 Declarations of Interest: Cllr. Knight declared an interest regarding St Peter's Village Hall Association (SPVHA) due to his position as Director within the organisation (Agenda item 2620).

1920 Adoption of Minutes: Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 9th January 2020 as a true record of events. The Chairman duly signed the master copy, held within the minute book.

Public Participation: No comments.

2020 Councillor Vacancy:

- a) Council were asked to consider co-opting a new Councillor to fill one of the two current vacancies. A co-optee nominated by Cllr. Knight had previously notified the Clerk of his willingness to serve as a Councillor for the current electoral period was in attendance. Detail of the nominee was provided along with a brief resume, following which, Council unanimously resolved to co-opt the following qualified elector as Councillor: Mr. David Saunders of 17 Lobelia Close, St Peter's, Worcester.

The co-opted Councillor then signed the obligatory Acceptance of Office document and was provided with other obligatory documents for completion. Council welcomed the new Councillor to the table.

- b) Co-option will remain an obligatory agenda item until all vacancies have been filled.

2120 St Peter's Parish Festival: This agenda item was expedited to enable the participation of the Festival Organiser. Following a recent site visit to the potential new Festival venue of Battenhall Park, the Clerk, Cllr. Renshaw and the Festival Organiser reported on progress made:

- a) There is ongoing uncertainty regarding the location of the Festival for 2020 due to proposed installation of a pedestrian footbridge entering into Power Park. This in turn has meant that alternative venues are being explored. The most likely venue is Battenhall Park as this is the largest, flattest open space within St Peter's Parish. At the site visit several issues were brought to light by the Clerk primarily associated with vehicular access.
 - i. Damage to grass/ potential for vehicles becoming stuck. The Festival Organiser agreed to investigate the hire of alloy boarding to mitigate

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probable issues at entry and exit points. The Clerk agreed to request use of a 4x4 form the City Council as previously supplied.

- ii. Weight limit on Duck Brook bridge. The Clerk to investigate the weight limit of the bridge to ensure suitability for use as a vehicular crossing point for the Festival.
- iii. Traffic management on site. The Festival Organiser will be required to produce a traffic management plan as part of the event application for the City Council. This information to be shared with the Clerk and therefore Council as soon as produced.
- iv. Consultation with residents. All members of the Festival working party to be involved in consulting with local residents regarding use of Battenhall Park as Festival venue for 2020. The Festival organiser to produce a plan to manage the consultation including mapping of residents likely to be affected and therefore essential consultees.

2220 Reports from District and County Councillors:

- a) City and County Cllr. Mackay presented a written report which included:
 - i. Confirmation that the opening of the new Worcester Parkway train station is planned for 23rd February.
 - ii. Cllr. Mackay has been in contact with residents of Lismore Green regarding parking on verges and potential suggestions to remedy this situation to be delivered via assistance from the Friends of St Peter's Parks volunteers.
 - iii. A request for work to be considered at Hyacinth Close following reports of an unsightly area.

2320 Matters arising & Action Sheet: The Chairman reported on progress of matters arising from the previous meeting. Items outstanding include:

- a) Clerk confirmed that it was not possible to provide the original resolution regarding the speed limit on A4440 to County Cllr. Mackay.
- b) Council agreed that an additional fence panel was required adjacent to Power Park and duly authorised the Clerk to purchase an additional panel up to the value of £25. The panel to be fitted by the Warden.
- c) The Clerk has not yet purchased a storage shed for Parish Festival equipment.
- d) A38 speed limit – Following a long history of concern over confusing and varied speed limits on the A38 Bath road, Council requested the Clerk write to County Highways to request implementation of one fixed speed limit.

2420 Financial Report:

- a) The Clerk presented a financial report to Council and confirmed reconciled balances as £48,376 in the savings account, £78,972 in the community current account and £780 in the Newlink account. The Clerk also presented a financial report as created with the finance portfolio holder to set income and expenditure against the budget headings. This report ensures Council is fully equipped with the required level of information to foresee expected year-end figures. As expected, the Clerk also reported an overspend on Newlink and the unplanned expenditure to cover the election. Other than these two overspends, all other planned expenditure is within budget.
- b) Council considered the matter of providing a donation to Acorns Hospice following funds collected at the 2020 St Peter's Parish Festival. Council would usually donate funds from the sales generated at the barbeque as staffed by Tesco, however due to

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Tesco pulling out from assisting the Parish Council at late notice, this aspect of the Festival could not be delivered. It was therefore agreed that Council would donate the funds raised by the tombola (£255) and also agreed to supplement this figure with an additional Council contribution of £195 to take the total donation to £450. Council duly authorised the Clerk to make this payment to Acorns hospice.

- c) The Clerk reported that Council and the Clerk should have access to a purchase card associated with the Parish bank account. Council duly authorised the Clerk to procure a purchase card at the earliest opportunity.
- d) Council agreed payment of accounts as presented at the meeting as follows:

| Amount | Payable To | Reason for Payment |
|--------|------------|---|
| £10.60 | Clerk | Re-imburement for refreshments for volunteers of Friends of St Peter's Parks. |
| £44.00 | Clerk | Re-imburement for expenditure on two fence panels. |

2520 Clerks Report: The Clerk presented correspondence and administrative items including:

- a) Gym equipment project. A detailed quote has been received indicating material and installation costs of up to £12500 with potential additional installation costs of up to £3500 for surfacing works. Council agreed to request the Clerk make further enquiries with the supplier regarding costs to cover the installation of 'grasscrete' to surround the gym equipment. Council also agreed that the Clerk should make initial inquiries regarding funding sources and the specifics of the consultation process with the City Council as landowner and local residents potentially affected by this project.
- b) Council has received a compliment from a local resident that has recently been in contact with the Clerk regarding the proactive and professional nature of the Parish Council and Clerk.
- c) Publications as distributed via the Clerk including Clerks and Council's direct.

2620 St Peter's Village Hall: Following lengthy debate at the last Parish Council meeting, the Chairman reviewed the position of Council with regard to the Village Hall and the association tasked with its continued presence; St Peter's Village Hall Association (SPVHA). It was noted that SPVHA had previously offered Council the opportunity for two Councillors to stand on the board of the association as Parish representatives. Council also agreed that the Chairman, in liaison with the Clerk, would write to the Chairman of SPVHA to express the position of Council and to confirm that if the offer of Parish representation within SPVHA still stands, the requested nominees will be Cllrs. Tidy and Renshaw.

2720 Highways, Developments & Planning: Council received updates on the following sites:

- a) Crookbarrow Way pedestrian bridge – The bridge is open, and the ramp is close to completion.
- b) Broomhall Way pedestrian bridge (Power Park landing site) – It was reported that Highways are currently removing a large volume of vegetation in Power Park. Council expressed concern at the proposed plans of the bridge landing site and associated works and requested the Clerk work with Cllr.

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- c) Skate Park – City Council continue to explore request for skate park facility.
- d) Hopfields Development – Cllr. Johnson has confirmed attendance at the planning workshop.
- e) Ketch roundabout – work on this site has reportedly stopped due to adverse weather conditions.
- f) Larkspur Close – Following a report of no update, Council agreed that the Clerk and Cllr. Tidy should write to the Managing Director of the City Council to request an update.

2820 Newslink: Council reviewed the performance of the Newslink Parish Magazine. Council has not received a completed advertising analysis from the Advertising Manager. Cllr. Tidy confirmed that the Newslink Working Party is to be reconvened following an update of the statement of accounts.

2920 Portfolio Holder Reports: The following portfolio holders provided reports to Council:

- a) **Green Spaces:** Cllr. Tidy updated Council regarding environmental issues, including:
 - i. There will be no FoStPP volunteer event in February due to the weather.
 - ii. The Parish Warden has recently returned to post following a 3-month period of sickness due to knee surgery.
 - iii. Cllr. Tidy confirmed the Parks Portfolio budget position following the finance report from the Clerk. All Parks budget is allocated to visible beneficial projects within the Parish. Council authorised a change in expenditure of parks budget from ‘reconditioning a slide for use in Power Park’ to ‘purchase of an additional park bench and a litter bin to be situated within the Parish’. This modification of the parks budget allocation was required as the proposed slide reconditioning work was not possible due to operational factors.
- b) **PACT:** Cllr. Walters gave a brief verbal report to Council regarding matters discussed at the last PACT meeting. These included traffic flow issues and a proposed PSPO by the City Council. Next PACT meetings are 16th April and 16th June 2020 in the Baptist Church.
- c) **Planning:** Council agreed to appoint Cllr. Saunders as the Planning Portfolio holder.

3020 Date of Next Meeting: The date of the next Parish Council Meeting was confirmed as Thursday 12th March 2020 in St Peter’s Village Hall at 7:30pm.

Signed..... Chairman Date.....