

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Thursday 9<sup>th</sup> July 2020 at 14:30** via Zoom **remote video link** due to Covid19 social distancing restrictions.

**Present:** Chairman Cllr. Mr. A. Tucker, Cllrs. Mr. A. Tidy, Mr. J. Renshaw, Mr. P. Walters, Mr. R. Knight, Mr. D. Saunders, and Dr. D. Tibbutt following agenda item 7520.

Also present: The Clerk, one member of press.

**7120 Apologies for Absence:** Cllr. Murray, City and Parish Cllr. Mr. M. Johnson.

**7220 Declarations of Interest:** Cllr. Knight declared an interest in matters relating to St Peter's Village Hall Association.

**7320 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 11<sup>th</sup> June 2020 as a true record of events. The Chairman duly agreed to sign the master copy when possible, held within the minute book.

**7420 Casual Vacancies:** Council considered a nomination for the vacant Councillor position. A self-nominated applicant had already notified the Clerk of his willingness to serve as Councillor for the current electoral period and was in attendance via video link. Details of the nominee were provided to Council and thus followed a brief verbal presentation by the applicant. Following the presentation, Council voted by way of a raise of the hand. Following the conclusion of the process Council resolved to co-opt the following qualified elector as a Councillor: Dr. David Tibbutt of Stuart Rise, Worcester. The co-opted Councillor signed the obligatory Acceptance of Office document and was welcomed to the virtual table by Council.

**7520 Public Participation:** No comments.

**7620 Reports from District and County Councillors:**

- a. City and County Cllr. Mackay had submitted a written report covering County issues. The report was noted by Council.
- b. City Cllr. Johnson had submitted a written report regarding City Council issues. The report was noted by Council.

**7720 Matters Arising & Action Sheet:** Matters arising from previous meetings not covered elsewhere in the Agenda.

- a. Travellers on Power Park. The Clerk and Cllr. Mackay gave a brief update regarding unauthorised access to Power Park by Travellers. The matter has been escalated to the City Council Legal and Enforcement teams and the required process is underway.
- b. Village Green status. No update as this matter lies with the County Council.
- c. Gym Equipment. Following agreement from Council to amend the siting of a piece of equipment should it fall within the boundary of the site proposed for installation of the pedestrian bridge, Council agreed and duly authorised the Clerk to make the necessary arrangements for the outdoor gym equipment project to proceed. This includes delegated authority for the Clerk to authorise the re-siting of equipment should this be required.
- d. Traffic issues on the link road. The Chairman confirmed communications with Police regarding monitoring and planned proactive measures to reduce traffic issues in St Peter's, primarily speeding and vehicle noise.
- e. VAS. The control dongle for The Vehicle Activated Sign is now in the possession of the Clerk. It has been agreed that Cllr. Saunders will commence monitoring of the VAS once the Clerk has delivered the dongle.

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## **7820 Financial Report:**

- a. Annual Governance and Accountability Return (AGAR).
  - i. Council noted that Internal Audit has been completed but the wet signature document needs to be collected by the Clerk.
  - ii. Council approved Section 1, Annual Governance Statement for the year 2019/2020.
  - iii. Council to approve Section 2, Accounting Statement for the year 2019/2020.

Following the approval of the Annual Governance Statement and the Accounting Statement for the year 2019/20, and inline with compliance, Council duly authorised the Clerk to submit the required documentation for external audit.

- b. Council approved the following payments, including those made since the last meeting under delegated authority.

<b>Amount</b>	<b>Payable To</b>	<b>Reason for Payment</b>
£28.78	Clerk	Zoom subscription 2 months
£42.00	DCK Accounting	Payroll
£787.90	HMRC	Deductions
£40.00	ICO	Data protection fee

**7920 Clerks Report:** To receive a report from the Clerk on correspondence to the Council and other pertinent administrative matters.

- a. Communication from City regarding re-opening of play areas following closure due to Covid19.
- b. Confirmation that play equipment previously removed from Area 51 is to be purchased from St Peter's Parish Council by Peopleton Parish Council for re-use. Collection from Sixways depot is being arranged through the Clerk. £100 has been agreed for this item.

**8020 Strategic Principles:** The Chairman confirmed that a review of strategic principles should take place at a future meeting of the Parish Council and called for Councillors to offer feedback.

## **8120 Highways, Developments & Planning:**

- a. Crookbarrow Way pedestrian bridge. Cllr. Mackay suggested that a safety audit will need to be completed prior to the opening of the bridge. Council requested the Clerk contact Highways regarding the situation.
- b. Broomhall Way Pedestrian Bridge & communication from Cllr. Pollock. The Chairman confirmed that multiple communications had been sent and received regarding the pedestrian bridge project. Concern has been raised regarding the potential design of the bridge landing site. Council requested the Clerk contact Highways to raise the issue and report back at a future meeting.

## **8220 Portfolio Holder Reports:**

- a. **Environment and Green Spaces.**
  - i. Cllr. Tidy gave a review of the service changes proposed for the Parish Warden scheme. No detail regarding proposed changes have been received.
  - ii. Play areas reopening in the area. The Parish Council has published guidance on play area usage online via Facebook.

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- iii. Graffiti has been removed from several parks recently. Cllr. Tidy has confirmed that some repainting will take place in Aldersey Park in the coming weeks. The Warden is currently working solo and attending to service requests from residents.
  - iv. Cllr. Tidy has identified further potential wildflower areas in Battenhall Park.
  - v. Cllr. Tidy thanked Cllr. Mackay for sourcing replacement bollards on Duckbrook Pedway and confirmed that future arrangements are being made to further secure the green spaces of St Peter's.
- b. Covid19.** Council noted a written report submitted prior to the meeting from Cllr. Renshaw regarding the work the Coronavirus Support Group has carried out in St Peter's. Following internal consultation, the group has agreed to suspend the service due to a reduction of requests for assistance. Cllr. Renshaw paid tribute to the many supporters of the group and Council duly paid tribute to Cllr. Renshaw for the many hours of support he has personally committed. The foodbank donations continue to be collected and delivered to Worcester Foodbank.

**8320 Date of Next Meeting:** The date of the next Parish Council Meeting was confirmed as Thursday 10<sup>th</sup> September 2020 format of meeting to be confirmed.

**8420 Confidential matters:** Members of press and public were excluded from the following items due to commercially sensitive nature of discussion.

- a. St Peter's Village Hall Association.** Following delivery of a communication from the Chairman of St Peter's Parish Council to SPVHA on 1<sup>st</sup> March 2020 on behalf of the Parish Council, Cllr. Knight gave a verbal report to Council to summarise the comments made by SPVHA in reply to this correspondence regarding provision of a future community facility. Cllr. Knight raised a suggestion that Cllr. Tidy should attend future SPVHA meetings as Parish Council representative. Cllr. Knight left the meeting at this point, Council then considered the matter and agreed with the suggestion for Cllr. Tidy to attend SPVHA meetings as the Parish Council Representative. Council also asked that Cllr. Tidy seek an opportunity to clarify the comments made in the Chairman's Letter of the 1<sup>st</sup> March with SPVHA. It was noted that there is currently no community facility South of Midland Road and SWDP and generally in South Worcester.

Signed.....

Chairman

Date.....