

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Thursday 14<sup>th</sup> January 2021 at 19:30** 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. M. Johnson, Mrs. L. Murray, Dr. D. Tibbutt, and Cllr. Mr. D. Saunders

Also present: City and County Cllr. Steve Mackay, the Clerk, one member of press and one member of public representing Middle Battenhall Land Action Group for the public participation Agenda item.

**0121 Apologies for Absence:** None

**0221 Declarations of Interest:** Cllr. Johnson declared an interest in matters relating to planning. Cllr. Tidy declared an interest regarding Middle Battenhall Farm Land Action Group.

**0321 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 12<sup>th</sup> November 2020 as a true record of events. The Chairman duly agreed to sign the master copy when possible, held within the minute book.

**0421 Reports from District and County Councillors:**

- a. City and County Cllr. Mackay had submitted a written report covering County issues. The report was verbally presented to Council and covered matters relevant to the Parish including:
  - i. A4440 Carrington Bridge installation continues.
  - ii. Park Security measures continue to be installed, Power park is complete, Trefoil park area to be completed in February but Aldersey Park is yet to be completed. Battenhall Park is to be secured in the near future and Torridon Walk is awaiting confirmation from the City Council.
  - iii. The Vehicle Activated Signage system is being reviewed to see if it can be converted to solar. The movement of the VAS was considered.
  - iv. Encouragement regarding take up of Covid-19 vaccination. Possible use of St Peter's Baptist Church for use as a vaccination centre. St Peter's Village Hall has been offered as a Covid-19 test centre.
  - v. The Chairman requested how many gullies have been cleared in St Peter's.
  - vi. Also covered - Broomhall Green. The Parish Council has requested many times for Broomhall Green to be granted Village Green Status. It was again confirmed that the position of Council is not for the land to be transferred in ownership, but merely for the status to be adopted to enable enhanced enforcement in cases of unauthorised access.
- b. City Cllr. Johnson presented a verbal report covering City Council issues. The report was noted by Council.
  - i. Health Overview Scrutiny Committee attended. Covid-19 continues to cause delays for elective surgery.
  - ii. Cllr. Johnson has made contact with senior Operations department management regarding replacement of bins. The City Council is planning a review of bin provision across the City.
  - iii. There are anticipated changes within the management structure of the Operational department for the City Council.

**0521 Matters Arising & Action Sheet:** Matters arising from previous meetings not covered elsewhere in the Agenda.

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- a. Gym equipment. The Clerk confirmed that an installation date for the outdoor gym equipment is set for March and that an additional discount for this project has been agreed with the supply and installation company. The Clerk to share the updated module location plan.
- b. Bins. Multiple contacts from residents regarding the removal of a bin on Deer Pedway. The Clerk has also been contacted by a concerned resident and also Norton Parish Council as they too have received reports of an overflowing bin close to the Parish boundaries. Following debate, the situation is still unclear, the Chairman requested the Clerk contact the City Council to clarify the policy regarding the use of dog bins, the status of removal of dog bins and the installation of combined waste bins.
- c. ASB. Cllr. Renshaw has made contact with the Baptist Church team with regard to installation of CCTV signs to deter antisocial behaviour as directed within the report from the Design Out Crime Officer.
- d. VAS. The Clerk has attempted to acquire traffic data on two occasions. Unfortunately, this has not been possible due to the battery not being charged. The Warden is not in work and is the only member of staff that can carry out this task.
- e. The Clerk and Chairman to meet HSBC officers regarding the current account purchase card.
- f. Pedways. The Clerk has contacted County Highways to request a site meeting to clarify an issue raised at the last meeting regarding measures to improve the safety of a section of pedway across the new bridge.
- g. PACT meetings. Cllr. Walters has communicated with County Cllr. Steve Mackay regarding continued efforts to hold virtual meetings.

**0621 Public Participation:** A member of Middle Battenhall Farm Land Action Group (MBFLAG) spoke to Council regarding plans for the development of land surrounding Middle Battenhall Farm, part of the proposed site is within the St Peter's Parish boundary. A map of the area in question was shared on screen and a detailed presentation was afforded to Council. Outline plans have been prepared and submitted for the site which propose a new 31-hectare Country Park and approximately 500 residential properties. This plan includes new access paths to create a 30-minute walking route and takes care to navigate carefully around the features of the park including a scheduled monument. A care home on this site is also being proposed as part of a separate development. There is an aspiration for the community and developer working in unison to deliver this plan. Council indicated general support for the scheme and requested MBFLAG make Council aware if assistance is required.

**0721 Finance:**

- a. The Clerk had previously circulated a detailed spreadsheet demonstrating the latest income and expenditure to the end of 2020 and also expected projections to the end of the financial year. The Clerk gave a verbal presentation to review the budget position based on the circulated information. The current reconciled balances were reported as £99,255 in the Community account, £1650 in the Newslink account, and £48,461 in the Money Market savings account. The Chairman requested the Clerk pursue the outstanding payment of VAT reclaim for previous years with HMRC.
- b. Council approved the following payments, including those made since the last meeting under delegated authority.

Amount	Payable To	Reason for Payment
£42.00	DCK Accounting	Payroll
£69.36	Printed Banners LTD	Covid19 social
£350.00	Mr. G Walker	Newslink Edit 146

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£638.42	HMRC	Deductions
£199.00	Print Giants	Newslink printing
£600.00	SPHVA	Room agreement
£240.00	PFK Littlejohn LTD	Audit
£2640.00	Sovereign Play	Outdoor Gym Equipment

**0821 Clerks Report:** To receive a report from the Clerk on correspondence to the Council and other pertinent administrative matters.

- a. Control of dogs in parks. A resident has contacted the Parish Council to complain regarding a dog owner reportedly not in control of a dog.
- b. Communication from County regarding Urban Design Planning Training as delivered by Malvern Hills.
- c. Communications from the Parish Insurers regarding account review for 2021/22.
- d. Communication from the County Council regarding an invitation to a budget briefing on 27<sup>th</sup> January.

**0921 Budget:**

- a. Council discussed the budget in the light of Covid-19 pressures and agreed to the findings of the budget working party to not increase the Precept request to the City Council for the year 2021/22. The precept request was agreed as £39,544. Council noted this precept request results in a decrease of £390 as the number of households in the tax base has decreased.
- b. Council formally agreed to adopt the budget as circulated.

**1021 Small Grants Application Form:** Council agreed to adopt the revised grant request form as prepared by Cllr. Tidy.

**1121 Communications Policy:** The Chairman presented a revised Communications Policy that replaces the previous Press and Communications Policy. Council agreed to adopt the Policy.

**1221 St Peter's Festival:** Cllr. Renshaw gave a review of two recent working parties to discuss the Festival for 2021. Due to concerns regarding how Covid-19 will affect plans for an event in 2021, the Festival Working Party has four suggestions: virtual market, virtual quiz, scarecrow trail, history walk. Following debate, Cllr. Renshaw agreed to work with the Festival Working Party to develop community ideas for 2021 and report back to Council.

At this point, Cllr. Tidy moved for suspension of Standing Orders to allow continuation of meeting after 2hrs 30.

**1321 Newslink:** Cllr. Tidy gave a verbal report regarding the new format of the Newslink Parish Magazine. The latest figures confirm that not many people have viewed the latest online version of the magazine to date.

**1421 Highways, Developments & Planning:**

- a. Crookbarrow Pedestrian Bridge. Complaints have been reported within the Parish regarding a potentially hazardous surface when conditions are freezing. The bridge is not covered by guidance to suggest it needs to be gritted. Council requested the Clerk write to Wychavon District Council to investigate.

**1521 Portfolio Holder Reports:**

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- a. The Warden SLA. Council agreed to the extension of the Service Level Agreement for the Parish Warden Scheme to take the scheme to the end of March 2021 and authorised the Clerk make arrangements to sign.
- b. Village Hall. The Village Hall is closed due to Covid-19 lockdown.

**1621 Date of Next Meeting:** The date of the next Parish Council Meeting was confirmed as Thursday 11<sup>th</sup> February 2021 at 19:30, via Zoom.

Signed.....

Chairman

Date.....