

St Peter the Great County Parish Council

Minutes

Minutes of a meeting of the Parish Council held on **Thursday 13th April 2023 at 19:30** in St Peter's Village Hall Worcester, WR5 3TA.

Present: Chairman Cllr. Mr. A. Tucker. Cllrs. Mr. P. Walters, Mr A. Tidy, Mr. J. Renshaw, Mrs. A. Wytcherley, & Mr. R. Knight.

Also present: Two members of public, City & County Cllr. Mr. S. Mackay and the Clerk.

3423 Apologies for Absence: Cllrs. Mr. J. Woolgar, Mr. D. Saunders.

3523 Declarations of Interest: Cllrs. Alan Tidy and Roger Knight declared an interest in matters relating to St Peter's Village Hall association.

3623 Adoption of Minutes: Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 9th March 2023. The Chairman duly signed the master copy which would be held within the minute book.

3723 Election update:

- a. The Clerk presented the Notice of Uncontested Election and confirmed that subject to each Councillor signing the declaration of acceptance of office at the annual meeting and returning the expenses forms to the City Council by 1st June, seven Councillors would serve for the next electoral period for St Peter's Parish Council, with a further two vacancies to be filled via co-option. The Clerk also detailed the process for the upcoming annual council meeting in May.
- b. Following substantial discussion between the City Council and the two parishes of Warndon and St Peter's regarding the proposed realignment of the election cycle, Council formally resolved to request the City Council to take any necessary steps to ensure the swiftest possible resolution for the financial and bureaucratic benefit of the residents of the parish, including the delivery of a consultation if required.

Public Participation: Two members of public were in attendance, points raised included:

- Clarification about the electoral cycle.
- A resident has requested poor condition post-boxes be repainted by Royal Mail. No action has been taken thus far by Royal Mail; the resident therefore requested assistance from the Parish Council to resolve this issue. Council resolved to write to Royal Mail to enquire.
- A resident claimed that sewage had been discharged into Duck Brook in Battenhall Park and stated that on recent inspection there appeared to be a poor level of wildlife present throughout the area. Cllr. Tidy countered this information with recent experiences of wildlife sightings.
- The Warden had recently removed graffiti from several locations in recent weeks. Despite this, five more 'tags' have been seen on bus shelters on Bath Road. Council requested links be published on how to report graffiti on the Council website and also on social media.
- It would be nice if the roundabouts in the area could be enhanced by bulb planting or similar environmentally friendly measures. It was indicated that the Harvester roundabout was maintained by the City Council. Residents were advised not to attempt any form work on the Ketch roundabout due to health and safety concerns.

3823 Reports from District and County Councillors: City and County Cllr. Mackay had submitted a written report prior to the meeting covering County and City issues. Council noted the report which included:

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- i. The light has now been installed by Baptist church. Council thanked Cllr. Mackay for continued work on this project.
- ii. St Peter's drive closures will be in effect from June to July for Road surfacing between Queenswood and Raven Drive.
- iii. The replacement interpretation boards should be in place at the Ketch viewpoint within the next couple of months.
- iv. Several complaints have been raised in St Peter's regarding dog foul left in public areas recently. Civil Enforcement Officers were in St Peter's following up on these concerns, monitoring the area, and providing advisory information to residents.
- v. Council paid tribute to Cllr. Mackay, for this, his last St Peter's Parish Council meeting as a City Councillor. Cllr. Mackay has been a key supporter of Parish Council projects and aspirations over many years and has provided funding and assistance to projects within St Peter's such as the Parish Festival, outdoor gym equipment, a funding allocation for a pump track in Battenhall Park and also new play equipment in Power Park.

3923 Matters arising and action sheet: Council received updates on the latest actions:

- a. Path surfaces. The Clerk has passed the list of poor or damaged paths to County Cllr. Mackay to progress via County Council colleagues.
- b. Meeting with County Council. The Chairman and Vice Chairman have now met with the Deputy Director of the County Council regarding long term ongoing matters of concern in the parish, most notably:
 - i. The safety audit for the redeveloped A4440, Council has now been issued aspects of the safety audit for SL3 & SL4.
 - ii. Provision of VRS barrier, including at the Northeast side of the Ketch roundabout.
 - iii. Traveller site, including access and egress of Broomhall way.
 - iv. Ketch Roundabout issues with signage and lane designation.
 - v. Noise and pollution surveys in relation to increase in traffic and speeding.
 - vi. Multiple varied speed limits on the A38.
 - vii. New arrangements are in place to utilise the County Councillor to pass information and requests to the relevant department, rather than be communicated directly.
- c. The Chairman has written to the City Council Director of Communities to confirm that the new Council formed in May will arrange a meeting in due course and thanked him for help on several matters over the previous two years.
- d. Liaison with Warndon Parish Council regarding the shared Parish Warden scheme. Council has requested for St Peter's Warden provision to go to one day per week, with the additional day offered to Warndon Parish Council. Warndon Parish Council have written to the City Council indicating their acceptance of the new arrangement. The Clerk is awaiting formal confirmation from the City Council.
- e. Mural. The Clerk met with a local resident to progress the idea and has passed the request to Cllr. Mackay to follow up land ownership queries with County Council colleagues.
- f. Councillor Walters reported that his letter regarding the changes in which crime data is now reported has been forwarded to John Campion, West Mercia Police and Crime Commissioner, who confirmed that a member of the South Worcestershire Command Team would be contacting him to discuss the matter further.

4023 Highways, Developments & Planning:

- a. As covered in 3923 b.

4123 Finance:

- a. The Clerk presented a verbal report on the latest financial position of Council and confirmed the timeline for the annual audit.
- b. Council resolved to approve an updated bank mandate to include Cllr. Paul Walters.

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

Amount	Payable To	Reason for Payment
£3480.00	Engineering Services Design	Technical design and review. Invoice 5672
£1860.00	Herlig Architecture	Community Facility. Invoice 1309
£143.00	The Clerk	Zoom annual subscription
£36.00	DCK accounting	Payroll and end of year accounts.

4223 Clerks Report: To receive a report from the Clerk on correspondence to the Council and other pertinent administrative matters:

- a. Age UK have requested the Parish Council help with the advertising of a walking basketball group that may be beneficial to local residents.
- b. Notice that the Clerk has updated communication and contact details for the Parish Council with the County Council.
- c. Details of a community funding webinar for local enterprises.

4323 Community Facility: Council approved Cllr. Walter's resolution:

"This Council notes the successful granting of planning permission for the new Village Hall Annex and the commencement of the construction phase. Council re-iterates its financial commitment of the remaining funds from its previously designated community facility reserves and provisions of £100,000 to support this stage of the project.

Council agrees that VAT recovered on all funds expended on the project from the community facilities reserves and provisions will be provided to St. Peter's Village Hall Association for the project and authorises the Clerk to disburse such additional funds to St. Peter's Village Hall Association on submission of relevant invoices and to report the same to the next following council meeting after any such disbursement."

4423 Communications Policy: Council approved Cllr. Walter's proposal to adopt the amended Communications Policy April 2023 as circulated with the agenda.

4523 Freedom of the Parish: Council approved Cllr. Tidy's resolution:

"This council acknowledges the substantial contributions to the life of our parish made over many years by both Mrs Helen Daniel and Mr Roger Knight.

Council notes in respect of Mrs Daniel that she was one of the early pioneers of the new St. Peter's Housing estate who, along with others, was instrumental in setting up the St. Peter's Residents Association in response to the lack of community facilities in the new suburb. This Association in turn begat the St. Peter's Village Hall Association which celebrates its 30th anniversary this year and which Mrs Daniel continues to serve as Secretary of the Management Committee. The Resident's Association also led the campaign to establish the Parish Council itself and Mrs Daniel was one of the original parish councillors, serving for the best part of a decade. There can be no doubt that the work of the early pioneers in the new St. Peter's was critical to the establishment of the parish institutions we have today and the creation of a true community spirit.

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Council further notes, in respect of Mr Knight that he first joined the Parish Council some 24 years ago in 1999, going on to serve as Chairman of the Council from 2002 to 2005 before standing down and returning in 2016. He was elected as a City Councillor for St. Peter's in 2004 and served in that capacity until 2019 and during this period he was also elected Mayor of the City of Worcester in 2015/16. In addition to his duties as a Parish Councillor, Mr Knight has also been actively involved in the St. Peter's Village Hall Association where he serves as Chairman and where he has been the key driver behind the new Village Hall Annexe. Throughout his tenure in office, he has earned a reputation for promoting and supporting all things concerning St. Peters, gaining the local sobriquet of "Mr St Peter's".

Council expresses its grateful thanks to both Mrs Daniel and Mr Knight for their public service to our community over the last three decades and wishes to recognise this by extending to both of them the Freedom of the Parish.

This Council therefore resolves that Mrs Helen Daniel and Mr Roger Knight each be designated as a Freeman of the Parish of St. Peter the Great County and that the Clerk be directed to prepare the necessary scrolls and other sundry matters to give effect to this decision hereafter."

4623 Portfolio Holder Reports:

- a. Parish Festival:** The Festival Organiser was present and proved a verbal update on recent matters, including:
 - i.** Cllr. Steve Cockeram has contributed £1500 towards the Parish Festival.
 - ii.** Only five stallholders have paid to attend the festival thus far with the deadline not far away.
 - iii.** An update on the finance and publicity plan are urgently required.
 - iv.** Council expressed concern over several issues that needed resolving. The Chairman suggested that the festival working party meet urgently and provide a more detailed update by week commencing Monday 17th April.
- b. Newslink:** plans are underway for the annual edition of Newslink that will be published prior to the annual Parish Festival.
- c. Police Liaison:** Cllr. Walters gave an update on local Policing matters.
- d. Environment:** Cllr. Tidy provided a verbal update including:
 - i.** An update on tree planting in Battenhall Park and the recent community litter pick.
 - ii.** The Warden scheme will be reduced to one day per week from the current level of two from April 2023.
 - iii.** There have been recent instances of ASB and damage to the wooden signage in the parks of Aldersey and Battenhall.
- e. Community facility:** Council received a verbal update regarding the new community facility. Planning permission is in place, and an urgent review is being carried out to ensure the build phase is within specified requirements.

4723 Annual Parish Council & Annual Parish meeting: Council discussed plans for the approaching annual meetings.

4823 AOB: Following the Chairman Cllr. Tucker's decision not to stand for re-election to take a break from Council life, Council paid tribute to the Chairman for 8 years of dedicated service to the Parish Council and the local community. Council agreed that Cllr. Tucker has been at the heart of the Parish Council during his stewardship and has presided over many achievements including guiding Council through Covid-19, the removal of unnecessary paperwork and bureaucracy to streamline services for the benefit of the community and a complete redesign of the Parish Council accounting processes to name a few. A constant campaigner for progress and common sense, Cllr. Tucker also put resident safety at the forefront of the agenda, pursuing the best outcomes for the local community in relation to the road development throughout the area. Council wished him well in his new ventures.

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4923 Date of Next Meeting: The date of the next Parish Council Meeting was proposed as Thursday 11th May 2023 at 19:30, at St Peter's Village Hall, Worcester WR5 3TA. The Annual Parish meeting will precede the Annual Parish Council meeting at 19:15.

Signed.....

Chairman

Date.....