

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Thursday 14<sup>th</sup> November 2019 at 7:30pm** in the **Village Hall, St Peter's**.

**Present:** Chairman Cllr. A. Tucker, Cllrs. Mr. A. Tidy, Mr. M. Johnson (from item 6), Mrs. L. Murray, Mr. J. Renshaw, Mr. R. Knight and Mr. P. Walters.

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

**10819 Apologies for Absence:** Council received apologies from Cllrs. Mr. J. Kemp and Mr. D. Carney.

**10919 Declarations of Interest:** Cllrs. Knight and Johnson declared interests regarding SPVHA due to their position of Directors within the organisation.

**11019 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 10<sup>th</sup> October 2019 as a true record of events. The Chairman duly signed the master copy, held within the minute book. It was also suggested by the Clerk and agreed by Council that an 'action sheet' would be circulated as soon as possible following a full Parish Council meeting to enable Councillors to progress matters in a timely manner before official minutes are circulated.

**Public Participation:** No comments.

**11119 Reports from District and County Councillors:**

- a) City and County Cllr. Mackay presented a report which included:
- i) An update regarding A4440 road works and bridge installation timeframe.
  - ii) Confirmation that the new Worcester Parkway train station was due to be opened during December.
  - iii) Following concerns raised by Council regarding the proposed 60mph speed limit on the A4440, especially where pedestrians including school children utilise the path, Cllr. Mackay confirmed that he would enquire regarding future plans for the speed limit on this section of road and report back to Council. The Clerk to investigate when this matter was last discussed and provide information for Cllr. Mackay.
  - iv) Cllr. Mackay praised the work of County Council groundworkers workers having finished improvements to the Norton Road footpath.

- b) City Cllr. Johnson gave an update on City Council matters including multiple topics of discussion within Agenda item 6 as recorded within minute 11219.

**11219 Highways, Developments & Planning:** Council agreed to expedite this Agenda item from 11 to 6 to enable Cllr. Mackay to participate.

- a) Crookbarrow Way pedestrian bridge. There is uncertainty regarding the date for completion of this project. Before the end of 2019 is the current prediction.
- b) Broomhall Way pedestrian bridge (Power Park). Latest reports from County Council suggest installation works will commence from Spring/Summer 2020. This may cause problems for St Peter's Parish Festival.
- c) Power Park Fields in Trust compensatory land. The latest update is that Fields in Trust (FiT) do not feel compensatory land is required in this instance.

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- d) Broomhall Green (Village Green proposal). Cllr. Tidy and Cllr. Mackay to follow up issue surrounding designation of Village Green status with County Council.
- e) Larkspur Close old play area. Cllrs. Tidy and Knight met with David Blake MD Worcester City Council to discuss issues surrounding the usage of the old play area. It was purportedly agreed the City Council will maintain this area to a higher standard than is presently afforded.
- f) Ketch Roundabout. Cllr. Mackay to provide video of proposed new layout (post bridge). It is expected that a dedicated left hand lane will feed over the Carrington bridge from Kempsey.
- g) Ketch Field. The date of commencement of work on the proposed new development is with the developer. Council raised concern regarding the use of St Peter's as a 'rat run' in the absence of appropriate road infrastructure for the new development.

## **11319 Financial Report:**

- a) The Clerk presented a financial report to Council and confirmed reconciled balances as £48,276 in the savings account, £70,652 in the community current account and £19,694 in the Coop current account.
- b) The Clerk confirmed that the VAT reclaim for 2018/19 would be in the region of £1500 and would be submitted shortly.
- c) Council agreed payment of accounts as presented at the meeting as follows:

<b>Amount</b>	<b>Payable To</b>	<b>Reason for Payment</b>
£325.00	Mr. G. Walker	Newslink edit 142
£42.95	The Clerk	Reimbursement for funds spent on St Peter's Parks supplies (Rose plants)
£2405.37	The Clerk	Q3 Salary
£622.45	HMRC	Q3 contributions
£330.00	Dor2Dor LTD	Newslink Delivery 142
£239.64	Ms. A. Donaldson	Newslink Advertising Management 142
£65.00	Mr. R. Gurney	Internal Audit

**11419 Clerks Report:** The Clerk presented recent correspondence and addressed administrative items including:

- a) Gym equipment project. The Clerk has arranged a site meeting with a representative from a specialist outdoor gym equipment supplier with a view to providing a fully costed quote to install up to 10 gym stations throughout Power Park. The meeting is due to take place on the 19<sup>th</sup> of November, all Councillors are welcome to attend.

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- b) The Clerk has received information that two Councillors are intending to resign from Council. John Kemp and Dave Carney are going through the process. The Clerk to liaise with the City Council and progress accordingly.

## **11519 St Peter's Parish Festival:**

- a) The new Festival Organiser, Georgina Hopkins will meet with the previous Festival Organiser, Sian Archer to continue the handover process. The next handover meeting is due to take place on 22<sup>nd</sup> November. Clerk to draft contract for services for Festival Organiser.
- b) Cllr. Renshaw and the Clerk to arrange the next Festival working party meeting, all Councillors and any interested residents welcome to attend.
- c) Following the handover of Festival documentation from the outgoing Organiser, it is expected that several large items will be required to be stored at the Village Hall. Council therefore resolved, subject to agreement from the Village Hall Association, to authorise the Clerk to purchase, up to the value of £500, a suitable shed or storage facility to store said items within the secured grounds of the Village Hall.
- d) The Clerk confirmed that a printed and signed copy of the letter of complaint previously emailed to Tesco raising issue with the poor support provided for the 2019 Festival would be hand delivered to Tesco.

**11619 Standing Orders:** Cllr Tucker, supported by Cllr. Knight and Cllr. Tidy submitted the following resolution to Council:

*"Subject to standing order 1 (c) above and 1 (e) below, members of the public who are residents of the parish are permitted to make representations, answer questions and give evidence in respect of any item included in the agenda. Individual non-resident members of the public may be granted similar permission at the discretion of the chairman or by resolution of the council, subject to any such person giving notice to the Clerk of their wish to address the Council at least 48 hours before the scheduled start of the relevant Council Meeting."*

The Resolution was accepted and adopted by Council.

## **11719 Budget:**

- a) Cllr. Tucker updated Council regarding a recent budget working party recommendation to raise the Parish precept by a maximum of 3.9% depending on how the City Council calculates the precept request. Council requested the Clerk contact the City Council to confirm the method for calculating the precept request to ensure a precept increase of not more than 3.9% is applied.
- b) Cllr. Tucker presented the draft budget for 2020/21 as previously circulated via email and the accompanying briefing paper.

**11819 Strategic Principles:** Cllr. Tucker presented a detailed information paper regarding the Village Hall and future provision of a community facility within the Parish. Following discussion, Council agreed that Cllr. Tucker and Cllr. Tidy would produce an 'options paper' to be presented at the January Parish Council meeting.

## **11919 Newslink:**

- a) Council reviewed the performance of the Newslink Parish Magazine and agreed to review the future of the publication at the end of the financial year.
- b) It was agreed that following the move to online banking there is potential to ensure clarity regarding financial performance monitoring of Newslink.

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- c) A firm deadline of 2<sup>nd</sup> December has been set for distribution of the Christmas edition.
- d) Working party arrangements to be confirmed after the Christmas break.

**12019 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 recent FoStPP volunteer event to plant Rose bushes outside the Village Hall had to be cancelled due to bad weather. The next Community Litter Pick is due for the last Thursday in November subject to the availability of the Warden.
  - ii) Cllr. Tidy has produced a parks document to clearly define the open spaces of St Peter's. The document also sets out direction for park uses and potential future improvements.

**12119 AOB:** Cllr. Tidy suggests that with the 25<sup>th</sup> anniversary of the Parish Council underway, it might be an appropriate time to reward the many years of dedicated service to the Parish by local resident Helen Daniel. Council to consider designating 'Honorary Freeman of the Parish' status to Helen at the next meeting.

**12219 Date of Next Meeting:** The date of the next Parish Council Meeting was confirmed as Thursday 9<sup>th</sup> January 2020 in St Peter's Village Hall at 7:30pm.

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