

St Peter the Great County Parish Council

Minutes

Minutes of a meeting of the Parish Council held on **Thursday 12th March 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, Mr. R. Knight, Mr. D. Saunders, and Cllr. Mr. M. Johnson (from agenda item 7 onwards).

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

3120 Apologies for Absence: None.

3220 Declarations of Interest: Declarations were received from Cllr. Knight and Cllr. Johnson regarding St Peter's Village Hall Association (SPVHA) by virtue of their position as Directors of the organisation.

3320 Adoption of Minutes: Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 13th February 2020 as a true record of events. The Chairman duly signed the master copy, held within the minute book.

Public Participation: No comments.

3420 Councillor Vacancy:

- a) The Clerk reported that one expression of interest had been received for the vacant position of Councillor. As the application had been received at late notice and appropriate checks to ensure the applicant was qualified to stand had not been able to be carried out, the Clerk decided that this matter be deferred to a future meeting to enable the proper checking of the applicant.
- b) Co-option will remain an obligatory agenda item until all vacancies have been filled.

3520 Matters arising & Action Sheet: The Chairman reported on progress of matters arising from the previous meeting on matters not covered elsewhere on the agenda. These included:

- a) Council noted information received from the Warden that the number of replacement fence panels installed for a project adjacent to Power Park is sufficient at two. Further investigation required by the Clerk and Warden.
- b) Council noted that a previous proposal to install grass-crete surrounding the proposed Outdoor Gym equipment should only be considered if there are no additional costs to the project.

3620 Reports from District and County Councillors: City and County Cllr. Mackay presented a written report which included:

- a) Worcestershire Parkway station was officially opened on 23rd February.
- b) Worcestershire County Council has announced an emergency package of support to help residents and businesses to recover from flooding and have set aside a quarter of million pounds to help flood hit communities get back on their feet.

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- c) Details regarding a project that will the City Council work with partners to redevelop part of Duck Brook and Battenhall Field. This area is at the bottom of Battenhall Park, at the rear of Woodbridge Close and Springfield Road within the Parish boundary.

3720 St Peter's Parish Festival: This agenda item was expedited to enable the participation of the Festival Organiser.

- a) Following ongoing uncertainty regarding the location of the Festival for 2020 due to proposed installation of a pedestrian footbridge entering into the usual venue of Power Park, Council formally resolved to change the venue of St Peter's Parish Festival 2020 to Battenhall Park, subject to successful consultation with local residents.
- b) The Festival Organiser updated Council regarding progress made to date. This included news of a communication with Tesco in relation to assistance of some form at the 2020 Festival and a proposal regarding likely attractions and associated costs.
- c) It was suggested that if additional costs are encountered as a result of the enforced move to the new festival venue, then Council should be minded to seek appropriate compensation by County Highways.

3820 Highways, Developments & Planning: Council received updates on the following sites:

- a) Broomhall Way pedestrian bridge (Power Park landing site) – It was reported that Highways are currently removing large volumes of vegetation in Power Park and have not communicated this information to local residents or Council. Council expressed concern at the proposed plans of the bridge landing site and associated works and requested the Clerk work with Cllr. Tucker to draft a communication directly to Cllr. Pollock to request clarity for the proposed bridge and associated works.
- b) Crookbarrow Way pedestrian bridge – The bridge is open, and the ramp is close to completion.
- 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.

3920 Financial Report:

- a) The Clerk presented a financial report to Council and confirmed reconciled balances as £48,376 in the savings account, £79, 874 in the community current account and £1580 in the Newslink account. The accounts are being prepared for the end of year reports as required by the external audit process.
- b) The Clerk has made enquiries regarding acquisition of a purchase card for the Parish Council account.
- c) Council agreed payment of accounts as presented at the meeting as follows:

Amount	Payable To	Reason for Payment
£325.00	Mr. G Walker	Newslink Edit

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£848.00	ABC Print	Newslink Print
£330.00	Dor2Dor	Newslink Deliver
£225.00	Ms A Donaldson	Newslink Advertising Management
£54.00	DCK Accounting solutions	Payroll
£1682.97	Glasdon	Benches and bins in Parks

4020 Clerks Report: The Clerk presented correspondence and administrative items including:

- a) Gym equipment project. The expenditure for the outdoor gym equipment proposed to be placed in Power Park is quoted as £12500 + VAT including installation. The Clerk is confident that with a small grant from the City Council and a divisional fund request to County Cllr. Mackay, for this project to commence would require Parish Council expenditure of £7500 plus a reclaimable VAT contribution of approximately £1500. The Clerk therefore requested authorisation from Council for following resolutions, subject to receipt of funding from City Council and County Councillor divisional fund:
 - i. Council authorises the transfer of up to £9000 from reserves to cover the above expenditure.
 - ii. Council authorises the expenditure of up to £7500 + VAT for the purchase of outdoor gym equipment as defined in a detailed quote from Sovereign play.

Council duly agreed to the above resolutions and authorised the Clerk to make the necessary arrangements.

- b) Publications as distributed via the Clerk including Clerks and Council's direct.

4120 Newslink: Council reviewed the performance of the Newslink Parish Magazine with the information available. Council has not received a completed advertising analysis from the Advertising Manager. The advertising manager was present and communicated concerns and challenges to Council. Cllr. Tidy confirmed that the Newslink Working Party is to be reconvened following an update of the statement of accounts.

4220 Portfolio Holder Reports: The following portfolio holders provided reports to Council:

- a) **Green Spaces:** Cllr. Tidy updated Council regarding environmental issues. It was confirmed that Cllr. Tidy and the Clerk have met with the City Operations department regarding the future of the Warden scheme and to review the proposed Service Level Agreement (SLA) to manage the Parish Warden. Council confirmed acceptance with the SLA and duly authorised the Clerk to sign once received from City Council Operations.
- b) **Planning:** Cllr. Saunders presented the latest planning applications; no objections or comments were raised by Council.

4320 Date of Next Meeting: The date of the next Parish Council Meeting was confirmed as Thursday 9th April 2020 in St Peter's Village Hall at 7:30pm.

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