

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Thursday 11<sup>th</sup> February 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, Dr. D. Tibbutt (from Agenda item 3), and Mr. D. Saunders  
Also present: The Clerk and one member of press

**1721 Apologies for Absence:** Cllr. L. Murray.

**1821 Declarations of Interest:** None received.

**1921 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 14<sup>th</sup> January 2021 as a true record of events. The Chairman duly agreed to sign the master copy when possible, held within the minute book.

**2021 Public Participation:** None.

**2021 Reports from District and County Councillors:**

- a. City and County Cllr. Mackay had submitted a written report prior to the meeting covering County issues. The report was noted by Council.
- b. City Cllr. Johnson presented a verbal report covering City Council issues, this included attendance at a recent SWDP briefing where it was reported that an individual had, at a late stage, put forward a piece of land within the Parish boundary to be considered for use as land proposed for traveller sites. It was noted that this proposal was not being progressed by the City Council.

**2121 Matters Arising & Action Sheet:** Matters arising from previous meetings not covered elsewhere in the Agenda.

- a. Bins. New bins have been installed in Tesco play area. Cllr. Johnson and the Clerk have been in contact with City Council Operations regarding the replacement of the City Council bin on Deer Avenue pedway. The position at present is that the replacement bin is dual purpose, for both dog and general waste, but that does not indicate a change in policy at this time. The City have confirmed that a new policy entitled 'Public Bin Investment Strategy' (PBIS) is being drafted and that the City Council will be consulting on the plans and presenting findings to the Environment Committee in due course. Cllr. Johnson had indicated to City Council officers that St Peter's would be an ideal area to be used for a trial for consultation and any initial changes proposed. Council supported Cllr. Johnson's view.
- b. ASB. Cllr. Renshaw confirmed that the Baptist Church has ordered new CCTV signage and is awaiting installation. The Church is currently being used as a vaccination centre and this may understandably cause a delay.
- c. Gully clearing. Council has received a response from Cllr. Mackay regarding gullies to confirm that the numbers of gullies cleared in each location is not recorded at present but would be in the future.
- d. VAS. It has again not been possible to download data due to the battery not being charged. The Warden is not in work and is the only designated member of staff that can carry out this task for the Parish Council.
- e. Gym equipment. The Clerk had circulated the updated module location plans and confirmed that detailed assessments are being prepared in liaison with the installation team in order to site the equipment in the most suitable locations. The installation team are due

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to carry out a pre-installation assessment in the near future. Further consultation is being prepared, both in print and on Facebook, to ensure members of the public have continued and comprehensive opportunity to comment on the proposed project.

- f. Crookbarrow pedestrian bridge. The Clerk has made contact with Highways regarding bridge surfacing issues. The current position is that this bridge does not legally need to be gritted. Communication continues.

## **2221 Finance:**

- a. The Clerk gave a verbal update regarding income and expenditure and confirmed current reconciled balances as £96,575 in the Community account, £1650 in the Newlink account, and £48,461 in the Money Market savings account.
- 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>
£12,468.00	Worcester City Council	Warden scheme 12-month payment 2020/21

## **2321 Clerks Report:** To receive a report from the Clerk on correspondence to the Council and other pertinent administrative matters.

- a. Charter 400. 2021 marks the 400<sup>th</sup> anniversary of the modern-day formation of Worcester as identified by James I. Plans are underway to mark the occasion within the City and the St Peter's Heritage Trail may be selected to be included in this project.
- b. The Clerk has received a Natural networks webinar invitation for 17<sup>th</sup> March.
- c. The Clerk has finally received the Information Commissioners Office renewal confirmation.
- d. Peopleton Village Recreation Trust have written to Council to express gratitude to St Peter's Parish Council for provision of re-used tunnels as previously sourced from area51.
- e. Council has been invited to comment regarding the sports and playing pitch provision in Worcestershire.
- f. Proposal to install access path across green area by local resident. This request is currently with the City Council as the landowner. Council noted this proposal and expressed a view that local residents potentially affected by this proposal should be consulted by the City Council.
- g. Communications have been received from the County Council regarding a recent budget briefing. A link to a video of the presentation is available online.
- h. Council has been invited to offer representatives for the next South Worcestershire Development Plan briefing on 1<sup>st</sup> March.
- i. The Chairman gave a verbal update regarding a recent Code of Conduct training session as delivered by the City Council that was attended by four Parish Councillors.

## **2421 St Peter's Festival:** Cllr. Renshaw gave a review of a recent working party to discuss the Festival for 2021. Plans to develop a heritage trail around the Parish continue to take shape. A route with 16 – 20 points of interest have been suggested. The working group are now looking at the practicalities and feasibility for installing a QR code-based system. The scarecrow trail is also being researched to enable a proposal to be brought for the next Parish Council meeting. Council confirmed that it is essential to redirect the festival organiser to deliver the new requirements for the Festival during 2021 and requested the Clerk make the necessary arrangements including the timing of due payments and any contractual obligations in order to appoint a Festival organiser as soon as practically possible. The Working Party will meet on Tuesday 2<sup>nd</sup> March with the Clerk to distribute the meeting invitation.

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## **2521 Newslink:**

- a. Cllr. Tidy provided a verbal update regarding usage of online magazine. Council agreed to the proposal to arrange a paid Facebook promotion to encourage uptake of the online version. The Clerk to confirm arrangements with Cllr. Tidy.
- b. Council agreed to write-off £112 of bad debt from the previous financial year. This was due to advertisers not paying for advertising space under previous arrangements.

## **2621 Highways, Developments & Planning:**

- a. Power Park bridge works continue. It has been reported that ice has been forming on the path surface but that is has been gritted in the last week. Council is unsure where the new football pitch is to be sited.
- b. Broomhall Green – Discussions with County Council regarding installation of a small bund continue.

## **2721 Portfolio Holder Reports:**

- a. PACT. Cllr. Walters gave an update regarding the crime figures for November 2020 to January 2021 covering St Peter's and Battenhall. No data has yet been issued for anti-social behaviour. The last PACT meeting was 28<sup>th</sup> January 2020. It was confirmed there are 9 months of missing information on the circulated report, Cllr. Walker has requested further information for this period. It was stressed that St Peter's is a low crime area.
- b. Southern Link Road. Cllr. Knight gave an update regarding a recent meeting on the progress of the SLR project. The realignment of the Ketch roundabout will commence in May. Also, the angle of the exit slip road from the Carrington bridge will be addressed. Council had previously requested a 'no right turn' system to be implemented at the Aldi junction. The Chairman suggested the SLR should be added as a standing Agenda item. Cllr. Knight duly circulated the SLR update.
- c. Environment.
  - i. St Peter's continues to receive regular attendance from the City Council team although the Warden is still off sick. There is no update on the Warden SLR and no contract to sign for a Warden service beyond April 2021. Cllr Tidy proposed to Council, in absence of a sufficient contract, for the Clerk to write to the City Council to confirm suspension of service from April 2021. Council has agreed to pay for the service for 2020/21 despite not having received a report detailing duties in 2020 as required.
  - ii. Park security continues to move along. A height gauge has been installed at Trefoil Close, the position to be checked. A new gate has been installed at the top end of Battenhall Park. Further bollards are required, Cllr. Tidy suggested use of Parish funds to purchase additional bollards to ensure security of St Peter's Parks. Council thanked everyone that has been involved in this project to date for the swift and purposeful action that has so far taken place.
- d. Town Investment Plan. Cllr. Knight reported that the TIP has been submitted to central government and that several letters of support from a range of organisations and businesses accompanied the submission.
- e. Planning. Cllr. Saunders presented a verbal report regarding recently received planning applications including a contentious application to build a conservatory close to a public footpath. Cllr. Saunders to respond to the City Council planning department before the deadline of 2<sup>nd</sup> March 2021.
- f. Foodbank. Cllr. Renshaw presented a report as previously circulated via email to thank the community of St Peter's for the response to the Covid-19 pandemic. The first collection of the new year is on the 1<sup>st</sup> of April 2021, with one collection planned every month until October. A new base of operations is located at St Marks Church as St Peter's Baptist Church is currently being used as a vaccination centre. Council expressed gratitude to everyone that has been involved in the foodbank collections and thanked Cllr. Renshaw for the written report.

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- g. Finance. The Chairman noted that a VAT reclaim is still outstanding and has not been paid by HMRC to the Parish Council. Delays with this payment have been experienced over many years. The Clerk recommended the use of the Council's payroll processing company to contact HMRC directly to investigate outstanding matters with expected costs not to exceed £200. Council agreed to the recommendation and requested the Clerk to make the necessary arrangements.

**2821 Date of Next Meeting:** The date of the next Parish Council Meeting was confirmed as Thursday 11<sup>th</sup> March 2021 at 19:30, via Zoom.

Signed.....

Chairman

Date.....