

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Thursday 8<sup>th</sup> April 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, and Mr. D. Saunders.

Also present: The Clerk, a member of the public, and one member of press.

**4221 Apologies for Absence:** Cllr. Johnson.

**4321 Declarations of Interest:** Cllr. Knight declared an interest in matters relating to St Peter's Village Hall Association.

**4421 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 11<sup>th</sup> March 2021 as a true record of events. The Chairman duly agreed to sign the master copy when possible, held within the minute book.

**Public Participation:** No comments made.

**4521 Reports from District and County Councillors:**

- a. City and County Cllr. Mackay had submitted an update covering recent requests.
- b. No report from City Cllr. Johnson.

**4621 Matters Arising & Action Sheet:** Matters arising from previous meetings not covered elsewhere in the Agenda.

- a. PACT. Cllr. Walters has been in communication with Police regarding attendance at a future Parish Council meeting.
- b. Land ownership. Council has written to the City Council to request confirmation of land ownership. No further update available.
- c. A38 Crossing at the Ketch field development. Council again expressed concern regarding the proposed crossing to serve the new development on the Ketch field. Council requested the Clerk and Cllr. Saunders write to the County Cabinet member, and also senior management within County Highways to enquire regarding latest proposals.
- d. Path at Power Park. Following enquiries made with County Highways, it was confirmed that the temporary path within Power Park will not be able to remain in place once the works are complete.
- e. Management of Power Park bund.
  - i. Cllr. Mackay had covered this issue within the submitted written update. It was confirmed that the management of the bund falls to the City Council.
  - ii. Council requested Cllr. Tidy contact the Environmental Operations department within the City Council regarding standards of work in this area and in general.
- f. Newslink paid promotion. The Clerk confirmed that a paid promotion is to be applied once documentation has been accepted via Facebook.
- g. Insurance requirements. Insurance quotes to be agreed during the annual meeting in May 2021.
- h. ASB. New CCTV signage has been fitted and new, upgraded lighting has also been installed. Cllr. Mackay is progressing a proposal to install a new lamppost in this area.
- i. VAS. The Clerk has downloaded the latest traffic data and will circulate a summary of findings.
- j. Gym equipment. The Clerk confirmed a revised installation date has been agreed for May 2021.

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## 4721 **Finance:**

- a. The Clerk gave a verbal update regarding income and expenditure to cover December 2020 to March 2021 and confirmed current reconciled balances as £82,516 in the Community account, £1650 in the Newlink account, and £48,461 in the Money Market savings account. The Clerk gave an initial unaudited appraisal of year-end accounts.
- b. The Clerk confirmed that DCK Accounting continues to investigate the VAT reclaim on behalf of the Parish Council. Outstanding is £2375 and £1582 from two previous reclaim applications.
- c. Audit update. The Clerk provided an update regarding the audit process for 2021 and confirmed final submission dates.
- d. Grant applications: Council has received a grant funding application from SPVHA for additional cleaning measures to allow the Village Hall to reopen once Covid-19 restrictions are lifted. Council agreed to this request and authorised the Clerk to make the necessary arrangements.
- e. Council approved the following payments, including those made since the last meeting under delegated authority.

Amount	Payable To	Reason for Payment
£350.00	G. Walker	Newlink editor 147
£200.00	SPVHA	Grant donation

## 4821 **Clerks Report:** To receive a report from the Clerk on correspondence to the Council and other pertinent administrative matters.

- a. Councillor vacancy update. Cllr. Murray is now confirmed to have stepped down as a Councillor. The Clerk is following the vacancy procedure with the City Council and a Notice of Vacancy will be posted in the Parish notice board and on the website on the 9<sup>th</sup> of April 2021. The notice period runs until the 28<sup>th</sup> of April giving local electors the opportunity to request an election. If the required number of requests are not received by the City Council, the Parish Council will be free to co-opt a new member at the next available full Parish Council meeting.
- b. The Clerk has received an email expressing interest in the newly vacant seat. The email also makes a comment regarding the democratic process for Councillor co-option. The Clerk to investigate comments with Democratic Services within the City Council.

## 4921 **St Peter's Festival:** Cllr. Renshaw gave a review of the last working party on 30<sup>th</sup> March. Next meeting due Tuesday 11<sup>th</sup> May. The aim is to open the heritage trail on 21<sup>st</sup> July ready for the first weekend of school holidays. The scarecrow festival is proposed for the end of school holiday in September.

## 5021 **Parish Logo:** It has been brought to the attention of Council that the use of a coat of arms can only be used if granted by the Collage of Arms. As the Parish Council logo features a coat of arms, it was agreed that Council need to agree a new logo and make changes for current installed signage in the Parish. Council requested the Clerk investigate costings for changing the current signage and report back to Council.

## 5121 **Newlink:** There have been 170 hits of the March online edition. Cllr. Tidy suggested control measures may be required going forward if uptake of the new format does not significantly improve.

## 5221 **Highways, Developments & Planning:**

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- a. Power Park & bridge works continue.
- b. Broomhall Green. No update.
- c. Ketch roundabout. Realignment works for the roundabout are planned in the near future.
- d. Ketch field development. Council agreed to Cllr. Saunders proposal to arrange a meeting with appropriate representatives from District and County Council to attempt to ensure the proposed plans for the site are appropriate and meet required infrastructure requirements.
- e. Crookbarrow Way. An article in the local press recently raised the issue of speeding vehicles on Crookbarrow Way. Over many years, Council has conversed with Highways regarding this issue, particularly concerns regarding the safety of pedestrians on the footpath running from St Peter's towards Whittington. After many requests, and eventually a Freedom of Information request from a Councillor requesting as a resident, a redacted report was released showing that a longer safety barrier was not appropriate at that time. It was noted that County Highways had said in the report that a further safety audit looking at this issue would be done following the completion of road works. Council requested the Clerk make contact with County Highways to request if the final safety audit has been completed and if so, to request a copy for Council.
- f. Traveller site allocation. Cllr. Mackay had previously confirmed via email that there are no pitches allocated under current planning applications within Worcester City.
- g. Park security. Cllr. Mackay had previously confirmed via email that further work is ongoing to secure the parks and open spaces within St Peter's. Stroma Avenue, Aldersey Park, and Dragonfly Green are still to be completed.

## **5321 Portfolio Holder Reports:**

- a. Planning. Cllr. Saunders gave a short update regarding planning applications. The agreed Ketch Field consultation was submitted.
- b. Warden Scheme. Council has received an updated SLA to cover the Warden agreement. Feedback has been supplied to the City Council and a further revised version requested. There is currently no Warden provision in St Peter's. Cllr. Tidy to investigate potential alternative arrangements.

**5421 Date of Next Meeting:** The date of the next Parish Council Meeting was proposed as Thursday 13<sup>th</sup> May 2021 at 19:30, the format of the meeting TBC.

Signed.....

Chairman

Date.....