

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Thursday 14<sup>th</sup> April 2022 at 19:30** in St Peter's Village Hall Worcester, WR5 3TA.

**Present:** Chairman Cllr. Mr. A. Tucker, Cllrs. Mr. A. Tidy, Mr. P. Walters, Mr. R. Knight, Mrs. A. Wytcherley, Mr. J. Renshaw and Cllr D. Saunders

Also present: County and City Cllr. Steve Mackay, one member of public and a member of the press.

At the start of the meeting the Chairman indicated the Clerk was unavoidably absent due to injuries he had sustained in a recent accident. Cllr Tidy (Vice Chairman) had offered to take the minutes for this meeting and the Clerk had provided him with a summary of administrative matters and correspondence which would be referred to at the appropriate point in proceedings. The Chairman asked if members were content with these arrangements and all indicated their agreement, whilst at the same time extending their best wishes to the Clerk for a speedy recovery.

**3922 Apologies for Absence:** Cllr. Dr D Tibbutt

**4022 Declarations of Interest:** Cllr Knight for any matters that may arise in relation to SPVHA.

**4122 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 10<sup>th</sup> March 2022 as a true record of events. The Chairman duly signed the master copy which would be held within the minute book.

**Public Participation:** The Chairman suspended the meeting for public participation. One member of the public was in attendance and indicated that she was present as a relatively new member of the parish and was interested in seeing what was going on in the community. The Chairman welcomed her to St. Peter's and then resumed the meeting.

**4222 Reports from District and County Councillors:**

- a. City and County Cllr. Mackay had submitted a written report prior to the meeting covering County and City issues. Council noted the report which mentioned, inter alia:
  - i. Details on County Council work in relation to Ukrainian refugees. Nearly 500 Ukrainians have been welcomed to the county as part of the Homes for Ukraine Scheme, supported by just over 200 sponsors. County is working closely with District Councils and other agencies to ensure the necessary support and services are provided. More details are provided on County Council website.
  - ii. Information on free Easter activities for families provided by Worcestershire Libraries Service.
  - iii. Confirmation that the roadside barrier at the junction of the Ketch roundabout and the entrance to Power Park had been requested and would be considered under the Road Safety Audit which will be conducted on completion of the roadworks.
  - iv. Indication that snagging works on the new Grasshopper Play Area equipment need to be completed and that these have been chased by Cllr Mackay and that a formal opening date is awaited.
  - v. Notification of a problem with a drain at the end of St. Peter's Drive near the Timberdine roundabout where the concrete is falling away from a drain cover. It has been reported to County and action is awaited.

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- vi. Update on the crumbling boundary wall at Bicton Court, resulting from a meeting with Property Managers Phillip Lane & Jolley who look after much of the site. They had confirmed that they do not own the wall and the matter has now been referred to the City Council for confirmation of ownership details.
- vii. Confirmation that improved signage for the mini-roundabout at junction of Rainthorpe Avenue and St. Peter's Drive is now on order, including more signage on poles and additional painted road marks in advance of the roundabout from both directions on St. Peter's Drive.

Other matters raised verbally by Cllr. Mackay included:

- The Worcester Show would be held on Pitchcroft on 14<sup>th</sup> August this year.
- The City Council had produced a "Woof Guide" showing areas of Worcester that would be ideal for dog walkers. This may be of particular interest to parish residents given the high proportion of dog owners.
- The new bus shelter that he had organised for opposite the Ketch Inn had now been installed.
- The solar powered lights for the extended Power Park Pedway and the pedway adjoining the Baptist Church car park are now on order.

There were no additional questions for Cllr Mackay and he then left the meeting with the Chairman's thanks

## **4322 Matters arising and action sheet:**

- a. The Warden Service Contract: The proposed fee had been received from the City Council and as this fell within the parameters previously set by the Council, the Chairman and Cllr. Tidy had exercised the authority delegated to them by Council in this matter and had authorised the Clerk to sign the contract for 2022/23.
- b. Tesco Raised Beds: This matter is still awaiting the attention of the Tesco Estates Department which we understand has recently been subjected to a re-organisation. The local Tesco Store Manager is supportive but has no direct say in the matter. The Friends of the Parks volunteers together with the Warden will be available to assist with planting up the beds when they are eventually cleared and the rotting timbers replaced.

## **4422 Highways, Developments & Planning:**

- a. The Traveller site planning application: Councillors reviewed the current status of the application and noted the critical points that the City Planning Department recommended rejection of the proposal and Highways had asked for a deferral pending consideration of a number of outstanding issues. This was prior to the application being withdrawn by the applicant. Councillors noted that the Car Boot Sale had rarely operated on that site for years, so vehicle movements relating to that event were irrelevant. Similarly, they noted that no accidents had been recorded there for 15 years but that was not germane given that the road was now entirely different being realigned and dualled. Council agreed to contact neighbouring parish councils to see if a joint approach to St. Modwen, who were developing the housebuilding land to the south of the proposed site, to see if there was anything they could do to assist.
- b. Ketch roundabout barrier: Council noted the earlier remarks on this issue by County Cllr. Mackay.
- c. A38 Pedestrian Crossing: It is understood that the remaining works will be undertaken during May and that the crossing will be completed by the Summer.
- d. Power Park Lighting: Council noted the earlier remarks on this issue by County Cllr Mackay.

## **4522 Finance:**

- a. The Clerk had provided the Vice Chairman with a short, written finance update which he reported to the council as follows:

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- i. All available data was entered onto the transaction register between April 2021 and March 2022 and the budget sheet has been prepared to show income and expenditure.
  - ii. Some of the large payments that had been projected to go out in March did not do so, including the Outdoor Gym Equipment.
  - iii. As a result of above, expected income from VAT reclaim, Lengthsman Scheme and the Gym Equipment grant payment will not make it into the last Financial Year and will instead appear in this Financial Year.
  - iv. Year End balances reported as: Current Account £86,850 and Savings Account £48,466.
- b. The Clerk had received one new grant application from St Mark's Church for which he had no issues. As the Church is located outside of the parish boundary, it was for councillors to decide if they were eligible, noting that they had provided a grant to this church in the past. Councillors recognised that St. Mark's is the parish church for St. Peter's and home to a number of our community organisations. Council therefore agreed to the application and requested the Clerk action the payment.
- c. There were no payments to the Council for approval, including those made since the last meeting under delegated authority but Council noted that the first contractual payment for the Festival Organiser had been made as per delegated authority to the Clerk and recorded in the financial year just ended.

**4622 Clerks Report:** To receive a report from the Clerk on correspondence to the Council and other pertinent administrative matters.

The Vice Chairman reported a written summary which the Clerk had provided to him in advance of the meeting and which contained the following items of correspondence:

- a. An email from Kempsey Skatepark Working Party who are looking to discuss the plans in St. Peter's for the Pump Track. The Clerk has requested details from the city council on the lead officer for the Pump Track Project and will put them in touch with the Working Party.
- b. A report that the New Waste Bin in Power Park by the new Bridge ramp has been located in an unusual position on the pedway itself. City Council have confirmed this is a temporary arrangement and the bin will be moved off the pedway in due course.
- c. An email from a resident regarding unadopted land between Dace Road and St. Peter's Hill which in the view of the resident is not being maintained with a resultant negative impact on the residents' amenity. Currently awaiting confirmation on ownership from City Council.
- d. The resignation of Cllr. Mike Johnson from the Parish Council. A by-election to fill this vacancy will be called if 10 registered electors in the parish so request by 11.59pm on Tuesday 26<sup>th</sup> April. Notices to this effect have been posted. Where such requests are received then an election will be called within 60 days but failing receipt of requests then the Parish Council will be directed to fill the vacancy by co-option and as such the matter will appear on future agendas. Councillors expressed the hope that the considerable expense of an election could be avoided.

Cllr. Tidy asked to be permitted to express his personal thanks to Mike Johnson for his long service to the parish council and indeed as a two-term city councillor for the ward as well. Cllr Tidy noted that Mr Johnson had the longest concurrent service on the council when he resigned, having been on the parish council for over a decade. He had been Vice Chairman when he first joined and had been very supportive to "newbies" like himself, for which he was very grateful. Cllr Tidy also highlighted the service Mr Johnson had provided as a volunteer with the Friends of St Peter's Parks over many years, having previously served as Chairman of its predecessor organisation, the Friends of Power Park. He noted too his long service with the Village Hall Association and he thanked him sincerely for his service to St. Peter's. Cllr. Roger Knight added his thanks as well, noting that Mr Johnson had been a supportive colleague on the City Council and a successful member of the City Council Cabinet. The Chairman endorsed all these tributes and on behalf of the Council extended his best wishes to Mr Johnson for the future.

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- e. Confirmation of the renewal of the Information Commissioner's Office certificate for the Parish Council to run from 6<sup>th</sup> April 2022 until 5<sup>th</sup> April 2023.
- f. Confirmation of delivery of two new benches for installation in the parks.
- g. Confirmation of delivery of new Litter-picking equipment to be stored in the Village Hall.
- h. Communication from PKF Littlejohn regarding the annual audit. As usual, the finances and accounting statements will be prepared by the Clerk, signed off by the Internal Auditor in May before then being agreed at the Parish Council in June. Thereafter submission has to be made to the External Auditor before the deadline in July.
- i. Confirmation that the current proposed installation date for the outdoor gym equipment in Power Park is now Tuesday 21<sup>st</sup> June 2022.
- j. Request from residents for tree planting on raised bank between housing and A4440 at the end of the cul-de-sac in Orchid Close.
- k. Communication from Warndon Parish Council regarding a liaison meeting between our two councils to discuss topics such as planning. Chairman indicated that he would meet with them accompanied by Cllr. Saunders.
- l. Email from resident enquiring about potential bulb planting on land adjacent to Norton Roundabout. This is land owned by the Council but is not within the parish boundary. However, Cllr. Tidy will give consideration to this being a project for the Friends of the Parks, given its potential to enhance the approach to St. Peter's.

## **4722 Portfolio Holder Reports:**

- a. **St Peter's Festival:** Cllr. Renshaw reported that the Organising Committee meeting in April would not now take place due to most people being unavailable and would be re-scheduled. Plans continue to advance well and the Festival Organiser had indicated that there was now only one pitch remaining for a stall, all others having been allocated. She had previously circulated a volunteer task rota for the day for which she would appreciate a response in due course. She also continues to seek tombola and raffle prizes. The Clerk had been due to collect the BBQ equipment on 5th April but would not now do so because of his injuries. Alternative arrangements will be made.
- b. **Environment:** Cllr Tidy reported the following:
  - i. That the Friends of St. Peter's Parks had held their second Community Litter-pick of 2022 at the end of March and he thanked those councillors and residents who had attended.
  - ii. He had met with the Parish Warden to review where the two new park benches should be sited in Aldersey and Grasshopper Parks and was awaiting confirmation of city council agreement with the hope that they would be installed before the end of April.
  - iii. Awaiting details from City Council via the Clerk on accessing trees for planting in the parish under the Queen's Green Canopy Initiative. Areas had been identified with the Warden for planting and this could additionally include the top of the embankment at the end of Orchid Close as requested earlier by residents.
- c. **Newslink:** Cllr. Tidy reported that the last publication in present format (Issue 151) had been published in March as planned. He thanked all Councillors for their contributions. The Chairman reminded everyone that there would now be a new annual report, printed and delivered to all homes in the parish. It may well be called Newslink and he would ask that all portfolio holders prepare a suitable article reflecting on the work of the last year and the plans for the future by the beginning of June. Cllr Tidy indicated that with the demise of the former Newslink, he would be standing down from this portfolio which he had held for some years and that a separate Annual Report Portfolio should be established later with a new volunteer councillor.
- d. **Local Planning:** Cllr Saunders reported that there had been two applications for house extensions in the parish since the last meeting, one that he thought good and one less so in terms of design. He proposed that Council raise an objection to the latter and council agreed to authorise the Clerk to produce a letter of objection with assistance from Cllr Saunders.

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- e. **Police and Communities:** Cllr. Walters reported the following:
  - i. The next PACT Meeting would be held on Monday 25<sup>th</sup> April at 7.45pm in the Village Hall.
  - ii. Responses had been received from councillors on the quarterly review of the Police Contact Contract. There was general agreement that the priorities remained the same and acknowledgement that 12 weeks was too short a time to see any impact on the objectives set. As suggested by Cllr Tidy, he proposed that the Council would review the Contract annually in June and that the objectives would remain the same and automatically renew each quarter until that review unless brought back to the council earlier by the portfolio holder if he thought a change was required. This was agreed.

**4822 Date of Next Meeting:** The date of the next Parish Council Meeting was proposed as Thursday 12<sup>th</sup> May 2022 at 19:30, at St Peter's Village Hall, Worcester WR5 3TA. This would be preceded by the Annual Parish Meeting at 7pm at the same location. The Chairman would be preparing the Annual Parish Report for the latter meeting and would be grateful for submissions from Portfolio holders on their areas of responsibility by the end of April.

Signed.....

Chairman

Date.....