

St Peter the Great County Parish Council

Minutes

Minutes of a meeting of the Parish Council held on **Thursday 14th September 2023 at 19:30** in St Peter's Village Hall Worcester, WR5 3TA.

Present: Chairman Cllr. Mr. P. Walters, Cllrs. Mr. A. Tidy, Mrs. A Wytcherley, Mrs. L. Hodges, Mr. P. James, Mr. J. Renshaw, and Mr. R. Knight.

Also present: Two members of the public, and the Clerk.

10023 Apologies for Absence: Cllr. Mr. D. Saunders.

10123 Declarations of Interest: Cllr. Tidy & Cllr. Knight for matters relating to the Village Hall. Cllr. James in relation to the Festival Organiser.

10223 Adoption of Minutes: Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 13th July 2023 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 public suggested forming links with Worcester Paint Festival could be a potential remedy for the nearby Broomhall Way Footbridge that has an ongoing problem with graffiti tags.

10323 Casual Vacancy: Council considered a nomination for the vacant Councillor position. One applicant had confirmed willingness to serve as a Councillor for the current electoral period and was in attendance. Details of the nominee were provided to Council and thus followed a brief verbal presentation by the applicant. Following the presentation, Council voted by way of a raise of the hand. Upon the conclusion of the process, Council resolved to co-opt the following self-qualified elector as a Councillor: Mrs. Karen Evans of Norton Road, St Peter's, Worcester. The co-opted Councillor signed the obligatory Acceptance of Office documentation and was welcomed to the table by Council.

10423 Parking in the Parish: Restrictions for parking on the Tesco car park have been brought into place, causing some concern from local businesses and residents. The Tesco Manager had been invited to attend the Parish Council meeting to provide further information but was not available on this occasion. It has been reported that it is possible to provide a registration plate for an exemption to be issued. Council requested Cllr. Knight meet with the Manager of Tesco to discuss this issue and invite him to the next Parish Council meeting on 12th October.

10523 Reports from District and County Councillors:

- a. County Cllr. Mackay had provided a written update to the Clerk covering County issues. Council noted the report.
- b. Following a torrid weekend with loud vehicles 'racing' along the A4440 Southern Link Road, Council discussed how best to take the matter forwards. It was agreed the Chairman would contact Paul Middlebrough, Deputy Police and Crime Commissioner, in regard to acoustic cameras and average speed cameras for the Southern Link Road.
- c. City Councillors were not in attendance at the Parish Council meeting.

St Peter the Great County Parish Council

10623 St Peter's Parish Festival:

- a. The Clerk had received one formal application to be the Festival Organiser following the publication of the role in the noticeboard and online. Council duly agreed to appoint Georgina Hopkinson to be the Festival Organiser for 2024.
- b. Council agreed to re-establish the festival working party to get plans underway for 2024. The first meeting will be on the 2nd of October at 7:30pm via Zoom.

10723 Matters arising and action sheet: Council reviewed the latest actions not covered elsewhere on the agenda:

- a. Outstanding matters relating to the annual meeting to be progressed.
- b. The Post box requiring maintenance outside the Village Hall has been straightened but not yet painted.
- c. There is no update from Cllr. Mackay regarding the reported poor streetlighting on Bluebell Pedway.
- d. Several sections of pedway resurfacing are due to be completed this financial year. Cllr. Mackay had previously requested the Parish Council confirm priority works within the Parish. Cllrs. Mackay and Tidy subsequently visited the worst effected pedways.

10823 Highways, Developments & Planning:

- a. The Chairman has written to the Head of Planning at MHDC regarding the new warehouses on the border of St Peter's to raise resident concerns and enquire why the PC was not consulted before works were agreed.
- b. Parish Council representatives met with Cllr. Mackay to discuss ongoing Highways issues.

10923 Electoral Cycle: The Parish Council has issued a press release advocating residents to select the least costly option when participating in the survey on the potential changes to the electoral cycle. The Chairman updated Council following confirmation from the City Council that the required consultation regarding the alignment of the Parish Council electoral cycles will be live during August and September.

11023 Parish Warden: The Parish Warden role is currently vacant. Council to investigate if a discount will be levied to the Parish Council appropriate to the length of the vacancy, this is dependent upon the Service Level Agreement with the City Council. Council noted several vacancies are present in the City Council Operations Team and the potential issues that could arise as a result.

11123 Finance:

- a. The Clerk presented an update on the current financial position of Council and confirmed a Q2 finance report would be prepared for the October Parish Council meeting.
- b. The Clerk confirmed correspondence with the external auditor has now concluded regarding the Annual Governance and Accountability Return (AGAR) 2023. The AGAR will be published in accordance with statutory guidance upon completion, expected any day now from the external auditor.
- c. Council approved the following payments, including those made since the last meeting under delegated authority:

Amount	Payable To	Reason for Payment
£1000.00	Festival Organiser	Second part of fee for Festival 2023.
£994.32	Worcester City Council	Election fee.
£750.32	HMRC	Deductions.
£110.00	Communicorp	Clerks and Council Direct subscription

St Peter the Great County Parish Council

11223 Clerks Report: To receive a report from the Clerk on correspondence to the Council and other pertinent administrative matters.

- a. Two residents have made contact with the Clerk this month requesting an update on the traveller site planning application.
- b. Notification from the City Council Operations team that work will no longer be carried out on areas in St Peter's that sit within Wychavon District Council. This follows a report to the Clerk of an overgrown path within this area.
- c. The latest updates from Clerks and Councils Direct.
- d. Information regarding discounted play equipment from a local retailer.
- e. Communication from the Three Choirs Way regarding volunteer opportunities.
- f. The Parish Council has been asked to contribute to the H&W Fire and Rescue Service 'Understanding of Risk Consultation'.
- g. Confirmation from the City Council regarding the list of expenditures that lead to the cost of a non-contested election, following enquiries from the Clerk.

11323 Budget: Council agreed to reestablish the budget working party in order to begin budget setting requirements and the formation of the precept request. The Chairman agreed to circulate potential dates to meet via Zoom.

11423 Portfolio Holder Allocation: The Clerk had circulated the current portfolio holder allocation prior to the meeting. Council considered several variations for roles and responsibilities and requested the Clerk update the document for circulation. Cllr. James will investigate a new website for the Parish Council, Cllr. Hodges will provide fundraising support to the festival, and Cllr. Evans will take on new initiatives and developments.

11523 Portfolio Holder Reports:

- a. **Community Engagement:** Cllr. Wytcherley provided a verbal update on recent activities including:
 - i. To arrange a meeting with the local Scout group.
 - ii. Planning to meet with the Nunnery Wood School team.
 - iii. Continuing to investigate the possibility of a grant donation for the local NHS group.
- b. **Green Spaces:** Cllr. Tidy provided a verbal update:
 - i. Confirmation regarding the vacancy of the Warden post.
 - ii. The Friends of St Peter's Parks are planning to carry out woodland work in Battenhall Park on the 5th October. Meeting at the Battenhall Play area at 10am.
 - iii. The next community litter pick is 10am on 28th September, meeting in the Baptist Church car park.
- c. **Police Liaison:** Cllr. Walters gave an update and confirmed that PC James is now in place and is joined by a second officer PC Attwood. Council noted progress on the replacement of vacated officers but commented that Police numbers are still well below where they should be in St Peter's and across Worcester.
- d. **Community Facility:** Cllr. Knight gave a verbal update on the new community facility build.

11623 Date of Next Meeting: The date of the next Parish Council Meeting was proposed as Thursday 12th October 2023 at 19:30, at St Peter's Village Hall, Worcester WR5 3TA.

11723 Confidential Session: Council agreed to set the honorarium fee for the Festival Organiser as £1750, an increase of £250 on the previous figure, although Council noted the fee had not been increased since 2017. The fee increase was in response to many inflationary rises in recent years.

St Peter the Great County Parish Council

Signed.....

Chairman

Date.....