

St Peter the Great County Parish Council

You are hereby summonsed to attend a meeting of the Parish Council on Monday 26th September 2011 at 7.45pm in the Village Hall, St Peters. The business to be transacted is set out in the Agenda below. Members of the public are invited to attend and may address Council at the Chairman's invitation and discretion.

Agenda.

- (1) **Apologies for Absence:** To formally receive any apology for absence.
- (2) **Declarations of Interest:** To include interests including those previously declared under the Code of Conduct requirements.
- (3) **Adoption of Minutes:** To agree and adopt the minutes of the Meeting of the Parish Council held on Monday 5th September 2011.
- (4) **Co-options:** The Clerk will report the position regarding the remaining vacancies and present any new nomination received for consideration.
- (5) **Short Information Reports:**
 - (a) To formally receive a report from a Police Officer if present.
 - (b) To formally receive a written report from St. Peter's Warden and to confirm the schedule and provision of inspection and maintenance of Play Builder by the City Council together with any other issues outstanding.
 - (c) The Chairman will update any current Council matter.
- (6) **Planning Matters:**
 - (a) Council will be asked to address any consultations or planning matters including any update in respect of proposed future housing development adjacent to St Peters.
 - (b) Council will need to consider how best to deal with the South Worcestershire Development Plan consultation and to agree responses.
- (7) **Administrative Matters & Correspondence:**
 - (a) The Clerk will provide all relevant correspondence and administrative matters to bring the Council up to date since the last meeting.
 - (b) To consider reviewing the entire Newslink operation and limits for content/adverts.
- (8) **Accounts, Financial Matters:**
 - (a) To consider payment of accounts as presented at the meeting, and to address any other urgent financial matter.
 - (b) Update on progress in respect of two crossings on St Peter's Drive.
- (9) **St Peter's Community Hall Provision:** To receive any further update in respect of Community Hall provision; to include the current structure and membership of the Committee and any recent proposals. Council is required to obtain such information before grants are made to organisations. Currently we provide an annual 'grant' of one thousand pounds to the Village Hall Association in view of our usage of the facility.

Robert Owen Jenkins, Clerk to the Council, Careys Brook House, 53 Upton Road, Callow End, Worcester, WR2 4TZ

St Peter the Great County Parish Council

- (10)**Pedway Surface Conditions:** To receive any update.
- (11)**Annual Review:** To receive recommendations from a Working Party meeting held on 18th July 2011 to review procedures and responsibilities.
- (12)**PAYE Accounting: Confidential Session:** Council may wish to consider the current and retrospective PAYE process for the administration of employee deductions. Members are advised to decide whether or not the press and public shall be excluded . (see **Standing Order No. 68**). The Clerk declares a prejudicial interest in this matter and will leave the meeting, but respectfully requests to be informed of the outcome and respond if necessary to Council before the meeting is closed.
- (13)**Confirm Date of Next Meeting:** Provisionally Monday 31st October 2011