

# St Peter the Great County Parish Council

You are hereby summonsed to attend a meeting of the Parish Council on **Monday 25<sup>th</sup> July 2016 at 7:45pm** in the **Village Hall, St Peters**.

The business to be transacted is set out in this agenda. The meeting will include a maximum of 30 minutes of public participation and members of the public are cordially invited to attend. Matters raised must be within the remit of the parish council. The public will not be allowed to speak at any other time during the meeting unless by prior arrangement with the Clerk and the Chairman.

## Agenda

- (1) **Apologies for Absence:** To receive apologies and approve reasons for absence
- (2) **Declarations of Interest:** To receive declarations of interest on matters before the council and to consider requests for councillor dispensation.
- (3) **Adoption of Minutes:** To agree and adopt the Minutes of the Parish Council Meeting held on Monday 27<sup>th</sup> June 2016.
- (4) **Public Participation:** The meeting will be temporarily adjourned to consider any submissions from the public.
- (5) **Reports from District and County Councillors** (by invitation of the Chairman)
- (6) **Financial Report:**
  - (a) To receive a report from the Clerk on the current financial position of the Council and to approve the latest bank reconciliations.
  - (b) To approve the following cheque payments: (The Clerk will also submit any additional invoices for approval for payment that may be received in the period between the issue of the agenda and the commencement of the meeting of the council).

<b>Cheque Number</b>	<b>Amount</b>	<b>Payable To</b>	<b>Reason for Payment</b>
	£90	St Peter's Community Centre	Room hire
	£30	DCK Beavers	Payroll

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

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(e) To consider and approve a schedule of due payments arising on a regular basis as a result of a continuing contract or obligation and to give consent under Financial Regulation 5.6 for the payment of the same until the Annual Parish Council Meeting in May 2017 when a further and revised schedule will be submitted for approval.

(7) **Correspondence and other Administrative Matters:** To receive a report from the Clerk on correspondence to the council and other pertinent administrative matters.

(8) **Planning Matters:** To receive an update from the Clerk and relevant portfolio holders

(9) **Press & Media Policy:** The Chairman has prepared a draft Press & Media Policy (circulated with this agenda) for information and consultation ahead of the formal adoption of an agreed policy at the next ordinary meeting of the council.

(10) **Portfolio Allocation:** To review and determine coverage for remaining portfolio areas and to approve the schedule of portfolio distribution for publication on the council website

## (11) **Portfolio Holder Reports:**

a) **Green Spaces:** To receive a report from Worcester City Cleaner and Greener and an update from Cllr Tidy regarding the work of the Friends of St Peter's Parks.

To approve the following resolution from Cllr Tidy:

*"This council consents to provide funding totaling £805 to support the proposed planting activities to be undertaken by the Friends of St. Peter's Parks Advisory Group, as detailed in their plan for 2016/17"*

b) **St. Peter's Festival:** Cllr Wheeler to update Council on 2016 Parish Festival, including the financial results.

c) **Strategic Planning:** Cllr Tucker to update the Council on confidential contractual matters pertaining to discussions with St. Peter's Village Hall Association. (N.B. Public excluded for this item)

d) **Personnel:** Cllr Tucker to update Council on confidential employment issues. (N.B. Public excluded for this item)

(12) **Date of Next Meeting:** Monday 26<sup>th</sup> September 2016 at 7:45pm at St. Peter's Village Hall.

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