

St Peter the Great County Parish Council

You are hereby summonsed to attend a meeting of the Parish Council on **Monday 28th November 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 31st October 2016.
- (4) **Co-option**: Council will consider nominations available and may co-opt a new member to serve for the remainder of the current electoral term. Any new Co-opted Member will be required to sign the "Declaration of Acceptance of Office" documentation before acting as a Councillor.
- (5) **Public Participation**: The meeting will be temporarily adjourned to consider any submissions from the public.
- (6) **Reports from District and County Councillors**: (by invitation of the Chairman)
- (7) **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, including those made since the last meeting under delegated authority. (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):

Cheque Number	Amount	Payable To	Reason for Payment
	£30.00	DCK Beavers	Payroll
	£671.54	HMRC	Deductions
	£96.60	CALC	Training

- (8) **Correspondence and other Administrative Matters**:
 - a) To receive a report from the Chairman on personal correspondence received from the Clerk.
 - b) To receive a report from the Clerk on correspondence to the council and other pertinent administrative matters.
- (9) **Budget 2017/18**: To receive and consider a draft budget for 2017/18 presented by Cllr. Tucker on behalf of the budget working party.

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) Portfolio Holder Reports: The following portfolio holders have notified the Clerk of their wish to provide reports to the council. Other portfolio holders may also provide verbal updates to the council during the meeting with the agreement of the Chairman.

a) Green Spaces: To receive a report from Worcester City Cleaner and Greener on Warden activities and an update from Cllr Tidy regarding the work of the Friends of St Peter's Parks. Cllr Tidy will also seek authority from the Council to spend £108.50 on the purchase of fencing posts for the proposed Orchard in Battenhall Park.

b) Planning matters: To receive an update on local planning applications from Cllr Kemp.

c) Strategic Planning: To receive a report from Cllr Tucker on discussions with St. Peter's Village Hall and the provision of community facilities.

d) Employee Matters: To receive and consider a revised Employee Grading Policy Paper from Cllr. Tucker with a view to its adoption in place of the existing Policy Paper.

(11) Confidential Matter: Cllr. Tucker (Employee Portfolio Holder) will lead a discussion in council on an employment related matter (public excluded from this item).

(12) Date of Next Meeting: Provisionally Monday 19th December 2016 at 7:45pm at St. Peter's Village Hall.