

St Peter the Great County Parish Council

You are hereby summonsed to attend a meeting of the Parish Council on **Monday 19th December 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 28th November 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, 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
	£330	Dor2Dor	Newslink distribution
	£30	DCK Beavers	Payroll processing
	£250	Mr. G. Walker	Newslink Editor

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

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(8) 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 short update report from Cllr Tidy regarding the extension of the Parish Warden Agreement with the City Council and the recent activities of the Friends of St Peter's Parks advisory group.
- b. **Planning matters:** To receive an update on local planning applications from Cllr Kemp.
- c. **Strategic Planning:** Cllr Tucker will propose the adoption of the new booking agreement with the Village Hall Association to facilitate the establishment of a Parish Office and will seek authorisation for the expenditure of the necessary monies contingent on this, as set out in his report to council at the last meeting.

(9) Parish Festival: Following the discussion at the previous council meeting, the Chairman has given notice that he will propose that the following resolution be adopted:

"That Council confirms and agrees that:

- A St Peter's Parish Festival is to be held in 2017 on a similar basis to that which occurred in 2016.
- Sufficient funding for the 2017 Festival is to be provided in the 2017/18 Parish Budget to cover the necessary preparations and also the additional cost for the provision of the services of a Festival Organiser to manage and co-ordinate the requisite arrangements.
- The Clerk is authorised to secure, at the earliest opportunity, subject to Financial Regulation 11(h) and at a self-employed contractual cost not exceeding £1500, the services of a person who in his opinion has suitable and relevant experience to act as the Festival Organiser for 2017."

Subject to the council adopting the above resolution, the Chairman will also propose that the Festival Working Party be reconstituted to oversee and support the planning of the 2017 Parish Festival, such Working Party to be chaired by the Asst Clerk and to include all councillors who are willing to serve, together with the Clerk and the Festival Organiser and such other persons that the Working Party shall deem appropriate to co-opt.

(10) CALC/NALC Membership: Following the discussion at the last council meeting, Cllr Tucker has given notice that he will propose that the following resolution be adopted:

"That council gives notice to the County Association of Local Councils of its intention to not renew its membership of that organisation and of the National Association of Local Councils with effect from 31st December 2016"

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(11) Budget 2017/18: To receive and consider a draft budget for 2017/18 presented by Cllr. Tucker and to formally adopt the same or any duly amended version of the same if council so agrees.

(12) Employee Matters: To receive and consider a confidential report from the Interview Panel chaired by Cllr Tucker on the proposed redeployment of the Asst Clerk. Cllr Tucker will propose that the recommendations of the Panel are accepted by the Council. PLEASE NOTE THAT THE PUBLIC & PRESS WILL BE EXCLUDED FROM THE MEETING FOR THIS ITEM.

(13) Date of Next Meeting: Provisionally Monday 30th January 2017 at 7:45pm at St. Peter's Village Hall.