

# St Peter the Great County Parish Council

You are hereby summonsed to attend a meeting of the Parish Council on **Monday 30<sup>th</sup> January 2017 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 30<sup>th</sup> December 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):

Amount	Payable To	Reason for Payment
£224.08	Ms A. Donaldson	Newslink Advertising management.
£74.00	St Peter's Village Hall Association.	Room hire x3
£30	DCK Beavers	Payroll

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

- a. The Chairman has given notice that he will seek formal approval from Council for revisions to the Portfolio Holders Allocation document (previously circulated via email).
- b. To receive an update from the Clerks regarding the recruitment and selection of a project manager for the 2017 Parish Festival.
- c. To receive an update from the Clerks regarding the ongoing phased handover process from the Clerk to the Assistant Clerk.

**(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 report from Worcester City Council on Parish Warden activities and a short update report from Cllr. Tidy regarding the recent activities of the Friends of St Peter's Parks advisory group.
- b. **Highways:** To receive an update report from Cllr. Walker regarding the A4440 road works, including; the latest bulletin, the SLR upgrade safety Audit and the Local Transport Plan 4.

**(13) Date of Next Meeting:** Provisionally Monday 27th February 2017 at 7:45pm at St. Peter's Village Hall.