

St Peter the Great County Parish Council

You are hereby summonsed to attend a meeting of St Peter's Parish Council on **Monday 25th September 2017 at 7:45pm** in the **Village Hall, St Peters, WR5 3TA**.

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 July 2017.
- (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
£60.00	DCK Beavers	Payroll service (two months)
£800.00	Mr. R. Jenkins	Consultancy Service*
£250.00	Mr. G. Walker	Newslink Editor
£815.00	ABC Print	Newslink print
£5700.00	Worcester City Council	Warden agreement
£510.00	Acorns Hospice	Donation as raised via Festival 2017
£25.00	Worcester Arts Council	Membership fee

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£10	Worcester Play Council	Membership fee
£600.00	SPVHA	Booking agreement + Office

* As required under the terms of the Consultancy Agreement, the Chairman has reviewed the service provided since the last council meeting and confirms that this continues to meet the needs and expectations of St Peter's Parish Council.

(7) Clerks report: To receive a report from the Clerk on correspondence to the council and other pertinent administrative matters, including:

- a) Remedial works at Area 51 Play Area.
- b) 6 monthly review of Parish Office Agreement.
- c) Update regarding the recent traveller encampment at Norton Green.
- d) Update regarding Parish Council Casual Vacancy process.
- e) Update regarding recent anti-social behaviour within the Parish.
- f) Abbotsbury Court grounds maintenance update.

(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 a Highways report from Cllr. Walker.
- c) **Newslink:** To receive an update from Cllr. Knight.
- d) **Planning:** To review planning applications received since the last meeting.
- e) **Strategic Planning:** To receive an update from Cllr. Tucker.
- f) **Finance:** Following discussion at the May 2017 Parish Council meeting regarding the online information portal offered by Clerks and Councils Direct, Cllr. Tucker will propose the following resolution for approval by Council:

"St Peter's Parish Council shall seek membership of Clerks and Councils Direct, including the online portal service, and authorises the Clerk to pay the relevant fee of £100 for a yearly subscription to be reviewed annually"

(9) Working Parties Update: To receive an update report from those Chairs of currently active Working Parties who wish to inform council on progress to date within their specific remits.

(10) Date of Next Meeting: Proposed as Monday 30th October 2017 at 7:45pm in St Peter's Village Hall.