

# St Peter the Great County Parish Council

You are hereby summonsed to attend a meeting of St Peter's Parish Council on **Monday 27<sup>th</sup> November 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 30<sup>th</sup> October 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
£30.00	DCK Beavers	Payroll service
£250.00	Mr. G. Walker	Newslink Edit

- (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) Update on Village Green status.
  - c) Feedback from latest Parish surgery.

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**(8) Budget 2018/19:** To receive and consider a draft budget for 2018/19 presented by Cllr. Tucker and to formally adopt the same or any duly amended version of the same if council so agrees.

**(9) Casual Vacancy:** To consider applications for the current vacant post of Councillor.

**(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) Finance:** To receive an update from Cllr. Tucker.

**b) Strategic Planning:** Cllr. Tucker to present a revised Council Guideline Principles document for noting and endorsement.

**c) Parish Festival:** Cllr. Tidy will propose the following resolution to Council:

*“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 2018.”*

Subject to Council adopting the above resolution, Cllr. Tidy will also propose that the Festival Working Party be reconstituted to oversee and support the planning of the 2018 Parish Festival, such Working Party to be chaired by the Clerk and to include all councillors who are willing to serve, together with the Festival Organiser and such other persons that the Working Party shall deem appropriate to co-opt.

**d) Green Spaces:** To receive reports from Worcester City Council on Parish Warden activities and Area 51 inspections, as well as a short update report from Cllr. Tidy regarding the recent activities of the Friends of St Peter’s Parks advisory group. Cllr. Tidy will propose the following resolution to Council:

*“Council authorises the Clerk to engage the services of a suitable contractor to carry out necessary ground works at Area 51 as set out in a recent play inspection report, at a cost not exceeding £2000 with such funding to be provided from a transfer from reserves.”*

**e) Highways:** To receive a Highways report from Cllr. Walker.

**f) Newslink:** To receive an update from Cllr. Knight on working party proposals for the future development of Newslink. Cllr. Knight will propose following resolution to Council:

*“Council consents to the colour production of the Newslink magazine in the Calendar year 2018.”*

**g) Planning:** To review planning applications received since the last meeting.

**(11) Other Matters:**

**a) Parish Surgeries:** Cllr. Walker to present approach document for discussion.

**b) Parish Survey 2018:** Cllr. Walker to present approach document for discussion.

**(12) Date of Next Meeting:** Proposed as Monday 29<sup>th</sup> January 2017 at 7:45pm in St Peter’s Village Hall.