

St Peter the Great County Parish Council

Minutes of a meeting of the Parish Council held on Monday 31st October 2011 at 7.45pm in the Village Hall, St Peters.

Present: Chairman; Cllr. R. McFarlane; Cllrs: Mr. G. Rowe, Mrs E. Bullock, Mrs P. Clayton, Mr. A. White-Bower. Mr P. Thorlby. Mr. K Roberts. Mr. A. White

Attending: City Cllr. R. Knight, Cllr A. Tarbuck, A. Booth (Warden), D. Edgerton, (Duckworth Trust). One nominee for co-option, one member of the public, and the Press.

10211 Apologies for Absence:

Apologies from County Cllr. Mr. M. Cairns,

10311 Declarations of Interest: There were no declarations received.

10411 Adoption of Minutes: Council agreed and adopted the minutes of the Meeting of the Parish Council held on Monday 26th September 2011.

10511 Council Members: The Clerk reported the position regarding the one remaining Casual Vacancy, as a result of which Council agreed to co-opt a self nominated elector, Mr Michael Johnson as a Councillor. Mr Johnson signed the obligatory acceptance of office document before being welcomed to the Council table by the Chairman. The Clerk provided copies of the 'New Councillor's Guide', 'Good Councillors Guide' 'How to Deal With Planning Applications; to all Members

10611 Short Information Reports:

- (b) Council had already received a written report from St. Peter's Warden by e-mail circulation, and received an update by a verbal report from the Warden regarding other minor issues. Council emphasized the need to ensure that all watercourses, culverts, gullies, and drains were free from blockage, especially in respect of fallen leaves. This was noted by the Warden.
- (c) The Chairman expressed appreciation to Councillor Roberts for his study of the South Worcestershire Development Plan and attending an associated 'Road Show' held at St Peter's Garden Centre as well as providing two separate comprehensive reports to all Members.

10711 Planning Matters:

- (a) No new planning consultations were available.
- (b) Council received no update in respect of the South Worcestershire Development Plan forum held at the Baptist Church on Tuesday evening 25th October 2011.

10811 Administrative Matters & Correspondence:

- (a) The Clerk provided all relevant correspondence and administrative matters to bring the Council up to date since the last meeting.
- (b) The Chairman paid tribute to the Newlink team, and thanked Mr. Alan Jarman for continuing to provide an extremely high level of advertising, as well as to the advertisers whose loyalty was greatly appreciated. The Chairman reminded all present that New Year issue would be the 100th and asked Members to help create a memorable souvenir edition.

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10911 St Peter's Community Hall Provision:

City Councillor R. Knight updated Members in respect of Community Hall Provision, and was pleased to be able to report that the problems of establishing a new 20 year lease, and a new system of management appeared to have finally been solved. The Clerk was advised that details of the current structure and constitution should be obtained from Mrs L. Giles, Hall Association Manager.

11011 Pedway Surface Conditions:

In the absence of County Councillor M. Cairns, this item was deferred.

11111 Accounts, Financial Matters:

- (a) Payment of accounts as presented at the meeting was agreed as follows:
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| HMRC, paye deductions..... | £ 171.92 |
| Worcester City Council, Warden Scheme..... | £4426.70 |
| K Roberts, refund report photocopying cost..... | £ 5.76 |
- (b) Members considered the recommendations from the recent working group regarding the imminent budget/precept for 2012/2013. Following a proposal from Councillor Roberts, seconded by Councillor White-Bower, Council resolved to adopt the recommended budget (copy to be attached to the Minute Book) and to set a precept at 4.5% above the current year. i.e. £33,300.00 plus 4.5%, to total £34798.50 for the year 2012/2013. This was necessary because of previous precepts being maintained without increase and a reduction in precept for the current year.
- (c) Council noted the recommendations from the working group to pursue one safe crossing on Peter's Drive at Farne Avenue by providing a contribution of £8,000 and to add to a Section 106 fund of £6,000 provided via Worcester City Council which would enable the County Highways to install this crossing during the coming year. Council agreed that a further crossing at the Old Norton Road/ St Peters Drive pedway crossing point would be given consideration in the future.

11211 Annual Review: The Chairman agreed to deal with outstanding recommendations from a Working Party meeting held on 18th July 2011 to review procedures and responsibilities now that a full Council had been established.

11311 PAYE Accounting: Confidential Session: Council considered the current and retrospective PAYE process for the administration of employee deductions. Members decided to deal with this as an 'exempt item' requiring the press and public to be excluded. (see **Standing Order No. 68**). The Clerk declared a prejudicial interest in this matter and left the meeting. Council agreed that the Chairman, together with Councillor Thorlby, would meet with the Clerk on 22nd November to try to find a way forward.

11411 Date of Next Meeting: Monday 28th November 2011.

Signed.....Chairman Date.....