

St Peter the Great County Parish Council

Minutes of the Annual Meeting of the Parish Council held on Monday 19th May 2014 in the Village Hall, St Peters at 8.25 pm.

Present: Cllr. R. McFarlane; Cllrs: Mrs B. Wheeler, Mrs. E. Bullock, Messrs; I. Done, M. Johnson, G. Rowe, P. Thorlby.

Attending: County Cllr. M. Bayliss, City Cllr. R. Knight, D. Edgerton (Duckworth Trust),

3414 Election of Chairman: Cllr. Mrs. P. Clayton had nominated Cllr. P. Thorlby for election as Chairman, by e-mail to the Clerk prior to the meeting. This proposal was seconded by Cllr. R. McFarlane. There being no other nominations, Members unanimously elected Cllr Thorlby as Chairman to serve for one year.

3514 Apologies for Absence & Declaration of Interests:

Cllrs. Mrs. P. Clayton, Mr. A White-Bower and Warden A. Booth provided apologies. There were no declarations of interests.

3614 Confirmation of Minutes:

The Minutes the Parish Council meeting Monday 28th April 2014 were agreed and signed as a true record..

3714 Election of Vice Chairman and Agree Councillor's Portfolios:

(a) Cllr. Mrs. Wheeler proposed that Cllr. M. Johnson be elected to continue as Vice Chairman to serve for one year. This was seconded by Cllr. Mrs. E. Bullock. There being no further nominations or proposals, Members unanimously elected Cllr. Johnson as Vice Chairman.

(b) In respect of the allocation of Member's portfolios/responsibilities, Members unanimously agreed that the allocation be deferred until a working party had met and made recommendations to Council for inclusion as a future agenda item. The Clerk was asked to circulate Members with information in respect of Portfolios.

3814 Accounts and Finance:

(a) The Clerk presented three premium quotations for the renewal of the Parish Council annual insurance. Members resolved to accept and confirm renewal of the Messrs Came & Co premium quotation for the 2014/2015 insurance policy at a cost of £609.33. Two quotations (£753.50 & £789.63) were rejected.

(b) Council approved payment of accounts presented as follows:

S. Lloyd-Rumens, format Newslink including Banner.....	£299.00
Worcester Community Trust, Hall hire 3 invoices.....	£105.00
DCK Beavers, PAYE admin a/cs.....	£ 24.00
HMRC, PAYE deductions.....	£371.41
R. O. Jenkins, refund refreshments purchased.....	£ 7.50
Duckworth Trust, equipment grant.....	£110.97
Came & Co, annual insurance premium.....	£609.33

(c) Council received an annual account report, together with the internal auditor's Report and approved/agreed the annual accounts for submission to District Audit. Summary details had been previously circulated to Members by e-mail.

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3914 Planning Matters:

No new consultations had been received. The City Council Planning Section had confirmed to the Clerk that the Parish Council objections to the TESCO application (No. P14L0087) for a 'pod' extension to provide a dry cleaning and key cutting service, had been received and would be taken into account. City Cllr. Knight agreed to check with City Council planners that consultation communications were up to date and working effectively.

4014 Administration and Information:

- (a) At this point Cllr. Mrs. Wheeler proposed a sum of £110.97 be provided as a one-off grant to Duckworth Trust to be used by the Trust to provide Mr. D. Edgerton with summer-grade protective clothing for his use when voluntarily picking litter at St Peters (on average one day per week). The Clerk was asked by the Chairman to confirm this to be acceptable within the regulations, The Clerk referred to the previous meeting minute number **3214(e)** and the current budget, confirming that compliance was not being compromised. A detailed list of items to be purchased by Duckworth Trust and costs was provided.
- (b) Council resolved to delete an existing signatory (Cllr.R.McFarlane), and add three new signatories (Cllrs. P. Thorlby, M. Johnson and Mrs. B.Wheeler) to the remaining signatory (Cllr.G.Rowe) **in respect of the Co-operative Bank accounts**. A total of four signatories.
- (c) Council further resolved to re-open a ceased current account, or open a **new** current account with **HSBC**, to compliment (as per HSBC requirements) the Council's existing **HSBC Money Market account**. The five signatories to be Cllrs. P Thorlby (Chairman), G. Rowe, M. Johnson Mrs. B. Wheeler and I.Done.
- (d) The Clerk was asked to obtain the necessary information and documentation to enable Members to continue these processes.

4114 Date of Next Meeting: Council confirmed the date of the next meeting as Monday 30th June 2014.

Signed.....Chairman

Date.....