

St Peter the Great County Parish Council

Annual Meeting of the Parish Council 16th May 2016

Present: Chairman Cllr. Mr. P. Thorlby, Cllrs. Mrs B. Wheeler, Mrs. P. Clayton, Mr. A. Tidy, Mr. T. Widdows, Mr. A. Tucker, Mr. R. Walker, Mr. J. Kemp.

Attending: City Cllr. Mr. R. Knight, a member of the public and a Worcester News Reporter.

(1) **Election of Chairman:** There was a nomination for Cllr. Tidy to be elected Chairman; proposed by Cllr. Wheeler and seconded by Cllr. Tucker. This was followed by a nomination for Cllr. Thorlby to be elected Chairman; proposed by Cllr. Kemp and seconded by Cllr. Walker. A vote was therefore called which confirmed by show of hands 5 to 3 in favour of Cllr. Tidy. The duly elected Chairman immediately took the Chair, and signed the obligatory declaration of Acceptance of Office to serve during the current year.

(2) **Election of Vice Chairman:** Cllr. Mrs. Wheeler proposed that Council elect Cllr. Mr A. Tucker as Vice- Chairman to serve for the current year. This was seconded by Cllr. Clayton and unanimously agreed.

(3) **Apologies for Absence:** Apologies were received from City Cllr. Mr. M. Johnson.

(4) **Declarations of Interest:** No interests were declared.

(5) **Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Monday 25th April 2016.

(6) **Agree Councillor Portfolios:** Council agreed to defer this item to the June 2016 meeting.

(7) **Administration and Information:**

(a) The Clerks presented relevant information, including: (i) A letter from a resident expressing concern regarding leaf detritus on Norton Pedway (issue to be passed to Parish Warden), and (ii) The Clerk gave a review of the current Audit process, during which, Council unanimously agreed to each declaration within the Annual Governance Statement as read aloud by the Clerk and set out in the Annual Return Section 1. Therefore, in line with compliance, Council duly authorised the Clerk to submit draft annual accounts to the Internal Auditor.

(b) Council agreed to accept the Chairman's proposal to adopt the annual summary (circulated with the Agenda).

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(8) Accounts and Finance:

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

HMRC, PAYE deductions.....	£120.80
DCK Beavers Ltd.....	£30.00
Advertising Manager, Training Fee.....	£25.00

(b) Audit Compliance received as previously covered in Minute (7) (b)

(9) Planning Matters: There were no consultations received or any urgent planning matters requiring attention

(10) St Peter's Festival 2016: Council received an update regarding the latest organisational actions from the Festival Organising Committee. Council noted the necessary pre-payments and several cash floats required for Festival delivery as detailed, discussed and approved. Council agreed to provide a single cheque of £380.00 to enable Cllr. Wheeler to finalise arrangements for the festival. This funding is to be paid back to Council accounts as soon as practicably possible.

Public Participation: The Chairman offered an opportunity for public participation. Following recent work to rectify issues at Area 51 play area, City Cllr. Mr. R. Knight expressed concerns regarding the quality of the timber used on the site. The Chairman took this opportunity to thank Cllr. Knight for his contribution as Major of Worcester for the previous 12 months.

(11) Confirm date of next meeting: Council confirmed the proposed date of the next meeting as Monday 27th June in St Peter's Village Hall 7:45pm 2016

Signed..... Chairman

Date.....