

St Peter the Great County Parish Council

Minutes

Minutes of a meeting of the Parish Council held on **Monday 28th November 2016 at 7:45pm** in the **Village Hall, St Peters**.

Present: Chairman Cllr. Mr. A. Tidy, Cllrs. Mr. J. Kemp, Mr. P. Thorlby, Mr. A. Tucker, Mrs. P. Clayton, Mr. R. Walker and Mr. M. Johnson.

Attending: County Cllr. Mr. M. Bayliss.

7916 Apologies for Absence: Council had received apologies from City Cllr. Mr. R. Knight.

8016 Declarations of Interest: None received.

8116 Adoption of Minutes: Council agreed to adopt the Minutes of the Parish Council Meeting held on Monday 31st October 2016.

8216 Casual Vacancy: Council were asked to consider co-opting two new Councillors. The two self-nominated co-optees who had already notified the Clerk of their willingness to serve as a Councillor for the current electoral period were not in attendance. Details of the nominees were provided and Council unanimously resolved to co-opt the following qualified electors as Councillors. (i) Mr. Roger Knight, of 14 Jasmine Close, St Peter's, WR5 3LU and (ii) Mrs. Danielle Degville, of 17 Deer Avenue, St Peter's, WR5 3TS. The Clerk will make contact with the co-opted Councillors to arrange signing of the obligatory documents as soon as practicably possible.

Public Session: A member of the public addressed Councillors and urged Council to host a 'Festival' in 2017.

8316 Reports from District and County Councillors:

a) Council received a verbal update from County Councillor Marc Bayliss on the latest County Council matters. Cllr. Bayliss confirmed the roll out of the County Council's 'Driving home initiative' is 40% complete and that the County Council continues to support the proposed rebuilding and expansion of the Carrington bridge. Cllr. Bayliss also commented that the night works on the A4440 were unfortunate but necessary and that the rail bridge section of A4440 development was scheduled for Easter 2018.

b) City Cllr. Johnson gave a brief update regarding City Council matters including the news that several proposals are being developed due to a recent restructure of Cabinet and that the City Council Cleaner and Greener services are undergoing a review.

8416 Financial Report:

(a) Council received a verbal financial report from the Clerk on the current financial position of the Council and approved the latest bank reconciliation. According to the latest available bank statements, the Parish Council financial position currently stands at £87k and £47k.

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(b) Council agreed payment of accounts as presented at the meeting as follows:

Cheque Number	Amount	Payable To	Reason for Payment
200295	£671.54	HMRC	Deductions
200299	£120.80	HMRC	Deductions
200296	£40.00	SPVHA	Room hire
200298	£30.00	DCK Beavers	Payroll
200297	£96.60	W/CALC	Training

8516 Correspondence and Administrative Matters:

a) The Chairman presented personal correspondence from the Clerk giving formal notification of his intention to resign from the role of Clerk to the Parish Council with effect from May 2017. The Chairman led tributes to the Clerk and stated that at a time closer to May, there would be an opportunity for Council to show its full appreciation to the Clerk for his many years of dedicated service to the Parish.

b) The Clerk presented recent correspondence including recent communications from a supplier of Defibrillators and associated equipment for consideration by Council.

8616 Budget 2017/18: Cllr. Tucker shared a provisional outline Parish Council budget based on an extensive 'wish-list' of items to be finally considered for funding during the next financial year 2017/2018 (so far as financial restrictions permit). Members engaged in extensive discussion on individual budget items including funding for community grants, funding for a 2017 Parish Festival and continued membership of the County Association of Local Councils. The Chairman proposed that the recommended headings and allocations for all items be included pending further consideration at the December 2016 meeting, and additional final consideration, if required, at the January 2017 meeting.

8716 Portfolio Holder Reports

a) **Green Spaces:** Cllr. Tidy gave a brief review of recent Friends Group activities including a volunteer event on the 1st of December in Battenhall Park to create a native Fruit Tree Orchard for the benefit of the people of St Peter's and beyond. The group are to meet again on the 19th of January to continue the project. To this end, Cllr. Tidy's proposal for Council to spend £108.50 on fence posts for the Orchard was unanimously agreed. Cllr. Tidy also reminded members of the Community Litter Pick on Monday the 12th of December at 10am meeting at Tesco Play Area.

b) **Planning Matters:** Planning portfolio holder Cllr. Kemp gave members an update on the latest planning matters.

Application No:	Address:	Action:
P16A0541	48 Chestnut Walk	No objections
P16L0540	47 Lobelia Close	No objections
P16L0372	51 Arden Road	No objection to amendments

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8716 Portfolio Holder Reports continued...

b) Planning Matters:

Planning applications P16A0541 48 Chestnut Walk and P16L0540 47 Lobelia Close received no objections. Cllr. Kemp confirmed that the amendments to Planning Application P16L0372 51 Arden Road looked positive and praised the swift action of the Planning Officers at the City Council. Further updates to follow.

c) Strategic Planning: Cllr. Tucker updated members on recent discussions with St Peter's Village Hall Association regarding the long term booking of the Village Hall and provision of a Parish Office. Cllr. Tucker to continue negotiations.

d) Highways: Cllr. Walker confirmed that he had been in communication with County Highways regarding the Safety Audit of the A4440 and the joint request for installation of a pedestrian safety barrier. Cllr. Walker informed Council that County Highways had confirmed that the safety Audit would be delayed until January but a safety barrier would be installed if the Audit demonstrated a necessity.

e) Local Police Liaison: Cllr. Kemp gave a brief verbal report of a recent PACT meeting in the Baptist Church. Cllr. Johnson commented that the anti-social behaviour surrounding the MUGA appears to have diminished due to the work that the Parish Wardens have completed to improve visibility and improve CCTV coverage of the area.

f) Employee matters: Council voted to adopt Cllr. Tucker's revised Employee Grading Policy Paper (Circulated with Agenda via email 23rd November) in place of the existing Policy Paper.

8816 Confidential matters: Council considered the implications of the Clerk's notice of resignation and the process that would be adopted to secure his successor. Council noted discussions on the draft budget for 2017/18 and the recent change in its Recruitment and Appointment Policy regarding redeployment of staff. After some discussion, Council agreed that the Asst Clerk could potentially be redeployed into the vacant Clerk's role, subject to the development of a transitional plan. Cllr Tucker proposed that an interview panel under his chairmanship be established to meet the Asst Clerk to consider his candidacy for the role and to report back to the Council at the next meeting with a recommendation. This was agreed and Cllrs Tidy and Clayton were appointed to the interview panel in addition to Cllr Tucker.

8916 Date of Next Meeting:

Confirmed as Monday 19th December 2016 at 7:45pm in St Peter's Village Hall.

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