

St Peter the Great County Parish Council

Minutes

Minutes of a meeting of the Parish Council held on **Monday 19th December 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, Mr. R. Knight and Mrs. D. Degville.

Attending: A member of the press.

9016 Apologies for Absence: Council had received apologies from Cllr. Mr. M. Johnson and County Cllr. Mr. M. Bayliss.

9116 Declarations of Interest: None received.

9216 Adoption of Minutes: Council agreed to adopt the Minutes of the Parish Council Meeting held on Monday 28th November 2016.

Public Session: None Present.

9316 Reports from District and County Councillors: Cllr. Knight addressed Council in his capacity as a City Councillor and gave a brief update regarding City Council matters.

9416 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 £86k and £48k.

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

Cheque Number	Amount	Payable To	Reason for Payment
200301	£250.00	Mr. G. Walker	Newslink Edit 127
200302	£815.00	ABC Print	Newslink Print 127
200303	£30.00	DCK Beavers	Payroll
200304	£131.80	HMRC	Deductions
200307	£222.20	HMRC	Deductions
200308	£330.00	Dor2Dor	Newslink Delivery 127

9516 Correspondence and Administrative Matters: The Clerks presented recent correspondence. Cllr Tidy notified Council regarding plans for contractors to potentially fell trees bordering the railway line as part of a maintenance schedule. Council supported Cllr. Knight's request for the Clerks to make contact with the contractors to request that felling be the exception rather than the rule as many of these trees are part of an important green feature for the residents of St Peter's.

9616 Portfolio Holder Reports

a) **Green Spaces:** Cllr. Tidy gave a brief review of recent Friends Group activities including a community litter pick with 9 volunteers and two volunteer events to progress the creation of a Fruit Tree Orchard in Battenhall Park. The group will continue the project on the 19th of January at 10:30am in Battenhall Park. Cllr. Tidy also updated Council regarding the ongoing negotiations with the City Council regarding the Parish Warden Scheme.

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

Application No:	Address:	Action:
P16LO581	7 Barbel Crescent	No objections

c) Strategic Planning: Council unanimously agreed to accept Cllr. Tucker's amended proposal to adopt the booking agreement with St Peter's Village Hall Association. Council agreed to defer the proposal to install broadband, including phone line rental, to a future meeting once further avenues for internet connectivity have been explored.

d) Highways: Cllr. Walker updated Council regarding the ongoing A4440 roadworks, including: **a)** Reference to the latest Highways publication forecasting continued night works in the new year. **b)** A brief update with regard to the pending safety audit due for completion in January. **c)** Concerns from a resident who has moved into a hotel temporarily to avoid the roadworks. **d)** Calls for Highways to make a financial donation to the Parish Festival to take place in 2017.

9716 Parish Festival: In an amendment to the proposed resolution, Council agreed to adopt Cllr. Tidy's following resolution:

"St Peter's Parish Festival is to be held in 2017 on a similar basis to that which occurred in 2016", subject to:

a) "Sufficient funding for the 2017 Festival is to be provided in the 2017/18 Parish Budget to cover the necessary preparations and also the additional cost for the provision of the services of a Festival Organiser to manage and co-ordinate the requisite arrangements", and:

b) "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 2017"

Following the successful adoption of the above resolution, the Chairman also proposed that the Festival Working Party be reconstituted to oversee and support the planning of the 2017 Parish Festival, with the Working Party to be chaired by the Assistant Clerk and to include all councillors who are willing to serve, together with the Clerk and the Festival Organiser and such other persons that the Working Party shall deem appropriate to co-opt. This was agreed.

9816 CALC/NALC Membership: Following a lengthy discussion in which Members debated the perceived pros and cons of membership of said organisation, Council agreed by 5 votes to 3 to adopt Cllr. Tucker's resolution "That council gives notice to the County Association of Local Councils of its intention to not renew its membership of that organisation and of the National Association of Local Councils with effect from the end of the current membership period". Cllrs. Thorlby, Kemp and Degville requested it be officially recorded that they were not in agreement with this resolution.

9916 Budget 2017/18: Council unanimously agreed to adopt Cllr. Tucker's draft budget for 2017/18, subject to an amendment to allocate a provision of an amount not exceeding £500 as indicated on v8 of the Budget 2017/18 under heading 'Core Overhead & Administrative Costs (External Expenditure)' 'Administration expenses'.

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10016 Employee matters: Council met in confidential session to receive a verbal report from Cllr. Tucker, Employee Portfolio Holder, on the recommendations of the Interview Panel following their meeting with the Asst Clerk to consider his redeployment.

Cllr Tucker indicated that they had been impressed with the energy, ideas and commitment shown by the Asst Clerk and it was the unanimous view of the Panel that the Asst Clerk be redeployed and appointed to the role of Clerk with effect from the retirement of the current incumbent at the next Annual Meeting. The Panel indicated that their recommendation was based on the assumption that a transition plan would be developed and applied in the period leading up to the Annual Meeting and that the current Clerk would be retained on a consultancy basis to provide advice and mentoring to the new Clerk in his first 12 months in office. There was also an expectation that the new Clerk would complete their professional qualification within the same 12-month period.

Following further discussion, Council unanimously agreed to accept the recommendation of the interview panel and further directed that Cllr. Tucker should proceed to issue a formal offer to the Asst Clerk and to oversee the creation of the necessary transition plan.

10116 Date of Next Meeting: Confirmed as Monday 30th January 2016 at 7:45pm in St Peter's Village Hall.

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