

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Monday 30<sup>th</sup> January 2017 at 7:45pm** in the **Village Hall, St Peters**.

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

**Attending:** A member of the press and two members of the public.

**0117 Apologies for Absence:** Council had received apologies from Cllr. Mr. P. Thorlby, County Cllr. Mr. M. Bayliss and Clerk Mr. R. Jenkins.

**0217 Declarations of Interest:** None received.

**0317 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Monday 19<sup>th</sup> December 2016.

**Public Session:** Newly appointed Parish Warden Mr. L. Capolongo was introduced to Council and gave a brief review of aims and objectives regarding future work.

**0417 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, including: **a)** An update regarding the City Council budget, final revision due to be published in late February. **b)** Concern over proposed post losses within the City Council Cleaner and Greener department.

### **0517 Financial Report:**

**(a)** Council received a verbal financial report from the Assistant Clerk on the current financial position of the Council and approved the latest bank reconciliation. As per the latest available bank statements, the Parish Council financial position currently stands at £86k in the Community account and £48k in the Money Market account. The Assistant Clerk also informed Council that the adopted Parish Council Budget and precept request for FY2017/18 had been successfully communicated to the City Council.

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

<b>Cheque Number</b>	<b>Amount</b>	<b>Payable To</b>	<b>Reason for Payment</b>
200309	£224.08	Ms. A. Donaldson	Newslink Advertising Management
200310	£74.00	SPVHA	Room Hire
200311	£240.00	Grant Thornton LTD	External Annual Return
200312	£104.00	HMRC	Deductions

**0617 Correspondence and Administrative Matters:** The Assistant Clerk presented recent correspondence and updated Council regarding the imminent signing of the room booking agreement with SPVHA and the on-going project to seek Wi-Fi coverage for the Village Hall.

**a)** Council unanimously agreed to accept the Chairman's revisions to the Portfolio Holders Allocation document (previously circulated via email). **b)** Council received an update from the Assistant Clerk regarding the recent successful recruitment of a Festival Project Manager

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for the 2017 St Peter's Parish Festival. The Assistant Clerk also reported that a meeting with the successful candidate would be arranged ASAP to begin the planning process.

c) The Assistant Clerk updated members regarding the successful on-going phased process of transition from the current Clerk to the Assistant Clerk (Clerk Designate). The current phase of the process involves the exchange of information pertinent to the essential financial administration of the Council.

## **0717 Portfolio Holder Reports**

a) **Green Spaces**: Council received the latest Parish Warden report from the City Council Community Engagement Team. Cllr. Tidy gave a brief review of recent Friends Group activities including multiple volunteer tree planting sessions with the Parish Wardens, The River School and the Police Cadets in Battenhall Park, St Peter's. The group are working towards creation of a new wetland wood area in the park.

b) **Highways**: Cllr. Walker updated Council regarding the ongoing A4440 roadworks, including: i) Reference to the latest Highways publication, Transport Plan 4, a document currently in consultation. Cllr. Walker resolved to draft a response on behalf of the Parish Council, for adoption at the February meeting. ii) Cllr. Walker also reported that the results of the delayed County Council Safety Audit for the A4440 had once again missed a deadline. iii) Cllr. Knight reported that there is an opportunity to work with the Police to train six residents to use a speeding gun with the aim of reducing instances of speeding in the Parish. iv) Cllr. Tucker commented that there is confusion regarding the schedule of works planned for the A4440 and that a clear and consistent flow of information between the contractors, County Council, Parish Council and residents would be beneficial to the general populace of St Peter's.

c) **PACT**: Cllr. Kemp informed members that the next meeting of the PACT group would be Thursday 2<sup>nd</sup> February 2017.

d) Cllr. Clayton updated members regarding a local Age UK Group who are currently looking for speakers and a meeting venue for the half term period.

e) **SWDP**: Cllr Johnson updated Council regarding the latest process for supplementary planning documents which are currently being agreed and added to the SWDP. These include a health assessment requirement and the results of the consultation on Community Infrastructure Levies.

**0817 Date of Next Meeting**: Confirmed as Monday 27<sup>th</sup> February 2017 at 7:45pm in St Peter's Village Hall.

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