

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Monday 27<sup>th</sup> March 2017 at 7:45pm** in the **Village Hall, St Peters**.

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

**Attending:** A member of the press and a member of the public.

**1717 Apologies for Absence:** Council had received apologies from County Cllr. Mr. M. Bayliss and the Clerk.

**1817 Declarations of Interest:** None received.

**1917 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Monday 27<sup>th</sup> February 2017.

**Public Session:** Volunteer Litter Warden Mr. D. Edgerton informed Council that he would soon be returning to volunteer activity after a period of illness. The Chairman thanked Mr. Edgerton on behalf of Council for his continued dedication and service.

**2017 Reports from District and County Councillors:** City Cllrs. Mr. R. Knight and Mr. M. Johnson gave an update regarding current City Council issues affecting the Parish.

**i)** 28-day notice has been served on the bouncy castle attraction on the field adjacent to Power Park.

**ii)** The City Council are preparing to serve a Community Protection Notice of several local shops with the intention of reducing the amount of litter dropped in specific areas.

**iii)** A new food retail store on Worcester Road/Bath Road has received criticism due to the removal of vegetation on the residential border with Barbell Close.

**iv)** The replanting of an illegally removed hedgerow at a new housing development at Arden Road is reportedly not up to scratch.

### **2117 Financial Report:**

**(a)** Council received a verbal financial report from the Assistant Clerk on the current financial position of the Council. As per the latest available bank statements, the Parish Council financial position currently stands at £80k in the Community account and £48k in the Money Market account.

**(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>
200322	£319.73	Worcester City Council	Timber for Area 51
200314	£30.00	DCK Beavers LTD	Payroll
200320	£104.00	HMRC	Deductions
200323	£676.80	Worcester City Council	Bench for Battenhall Park
200324	£35.00	Information Commissioner	Data protection registration fee
200325	£100.00	Wyvale Nurseries	Fruit Trees for Battenhall Park

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**2217 Correspondence and Administrative Matters:** The Clerk designate presented recent correspondence and updated Council regarding ongoing projects:

- a) The office usage document continues to be refined by the Clerk in liaison with Cllr. Tucker (Strategic Portfolio holder). Clerk to report back to Council with an update when available.
- b) The Annual Audit document has been received by the Clerk. Preparations are being made to complete the transaction register and other associated documents as required by the Audit process. Clerk to give an update regarding progress at the April meeting.
- c) Festival- The Clerk gave a brief update regarding current financial position of the Festival and also reminded members regarding the next Festival planning meeting on 20<sup>th</sup> April.
- d) Defibrillator- The Clerk reported that contact had been made with local businesses with a potential interest in provision of Defibrillator availability in St Peter's Parish area. Once the Clerk has received comment from such contacts, Council will be in a position to decide if provision is necessary and/or desired.
- e) The Parish Council has been contacted by a resident concerned regarding alleged noise and light pollution emanating from the new road layout at the Carrington Bridge end of the A4440 Broomhall Way. **Action:** The Clerk to acknowledge receipt of letter from the resident and to suggest a site meeting with Councillors. All matters relating to Worcestershire County Highways to be passed to the appropriate department.

**2317 Annual Meetings:** Council agreed to hold the Annual meeting of the Parish and the Annual Parish Council Meeting on Monday 22<sup>nd</sup> May 2017, subject to availability of the Village Hall.

**2417 Freeman of the Parish:** The following motion, as proposed by the Chairman, was unanimously agreed by Council:

*Pursuant to the Section 249(5) and (6) of the Local Government Act 1972 (as amended) whereby local councils may exercise powers to confer the title of "honorary freeman" or "honorary freewoman" on persons of distinction and those who, in the Council's opinion, have rendered eminent services to the council's area, and recognising the impending retirement of our Clerk after rendering 22 years of unfailing dedication and loyal service to our community, this Council hereby resolves to:*

- a) confer upon Robert Owen Jenkins, the title of Honorary Freeman
- b) authorise the Assistant Clerk to approve expenditure of up to £150 associated with the granting of the privileges of the title.

## **2517 Portfolio Holder Reports**

### **a) Green Spaces:**

- i) Council received the latest Parish Warden report from the City Council Community Engagement Team. It was noted that the Wardens had recently completed work to repair damaged wood on Area 51 play area. Cllr. Tidy notified Council of plans to utilise the Wardens to enhance current football pitch provision in Power Park and also to install new football pitches with fixed goal posts in Aldersley Park and Grasshopper Park.
- ii) Cllr. Tidy gave a brief review of recent Friends Group activities including the completion of the project to plant 330 wetland trees in Battenhall Park and notified Council of the decision to change the day of the regular volunteer session from the first Thursday to the second Tuesday of every month in the hope of attracting addition volunteers.

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iii) Cllr. Tidy notified members that discussions were continuing with the City Council concerning the provision of the Parish Warden service but it was likely that Council would see a small reduction in the amount of Parish Warden time allocated to St Peter's due to the level of funding committed to the service in FY17/18. Cllr. Tidy indicated he would provide further information to Council as soon as it became available.

b) **Highways:** Cllr. Walker updated Council regarding pertinent matters relating to Highways in the Parish:

i) The most recent bulletin has been circulated to residents by Worcestershire Highways. The current phase of the roadworks is due for completion in July/August 2017 with the bridge widening phase to begin in May 2018.

ii) Worcestershire Highways had been invited to attend the March Parish Council meeting but no representative had been available to attend. **Action:** Cllr. Walker to invite representatives from Worcestershire Highways to attend a public open session to run for one hour before the next Parish Council meeting on 24<sup>th</sup> April 2017 at 18:30.

iii) The Safety Audit is still outstanding.

iv) Cllr. Walker has submitted the Local Transport Plan document on behalf of the Parish Council.

v) The pot-holes in St Peter's Drive have been filled/are marked and ready to be filled.

c) **CALC update:** Cllr. Thorlby informed Council that he had been co-opted to serve on the CALC Executive Committee in a personal capacity, following the decision of St Peter's Parish Council to terminate its membership.

d) **City Standards Committee:** Cllr. Clayton had attended a recent meeting although no business relating to St Peter's Parish Council was discussed.

e) **Planning:** Cllr. Kemp presented the latest planning applications to Council.

Application No:	Address:	Action:
P17L0091 amended	8 Aycliffe Road	No objections.

f) **Newslink:** Cllr. Knight informed Council of plans to arrange an informal meeting between the Newslink Editor and Parish Councillors in the near future.

**2617 Date of Next Meeting:** Confirmed as Monday 24<sup>th</sup> April 2017 at 7:45pm in St Peter's Village Hall.

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