

St Peter the Great County Parish Council

Minutes

Minutes of a meeting of the Parish Council held on **Monday 25th September 2017 at 7:45pm** in the **Village Hall, St Peter's**.

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

Attending: County Cllr. Mr. S. Mackay, a member of the public and a member of the Press.

7517 Apologies for Absence: Council had received apologies from Cllrs. Dr. P. Thorlby, Mrs. P. Clayton, Mr. R. Knight.

7617 Declarations of Interest: None received.

7717 Adoption of Minutes: Council agreed to adopt the Minutes of the Parish Council Meeting held on Monday 31st July 2017.

Public Session: No comments.

7817 Reports from District and County Councillors:

(a) County Cllr. Mr. Mackay provided Council with a written report regarding the latest County matters, including:

i) 'Putting Children First Campaign' a new plan for the County's children and young people is being launched.

ii) First Bus is introducing new services from 8th October including an express service from Malvern to Worcester.

iii) No further information regarding the Southern Link Road Safety Audit. Cllr. Mackay to endeavour to discover a time frame for release of Safety Audit.

(b) City Cllr. Mr. Johnson gave a verbal report regarding the latest City matters including:

i) A brief review of a recent site meeting with Griffiths contractors in Power Park with the aim of addressing the flooding issue in the park.

ii) News that homelessness has reduced in the City.

7917 Financial Report:

(a) The Clerk presented a verbal report on the current financial position of Council. The most up-to-date bank statements show a balance of £68,565.50 in the current account and £47,944.12 in the Money Market account.

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

Cheque Number	Amount	Payable To	Reason for Payment
200379	£250.00	Mr. G. Walker	Newslink edit
200380	£10.00	Worcester Play Council	Membership fee
200381	£25.00	Worcester Arts Council	Membership fee
200382	£89.93	HMRC	Deductions
200383	£834.00	ABC Print	Newslink Print
200384	£330.00	Dor2Dor	Newslink delivery
200385	£100.00	CLS Entertainment	Festival attraction (DJ)

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200386	£5,700.00	Worcester City Council	Warden service April – September 2017
200387	£60.00	DCK Beavers	Payroll August + September 2017
200388	£358.37	HMRC	Deductions
200390	£510.00	Acorns Hospice	Festival donation

8017 Clerks Report:

(a) The Clerk presented recent correspondence and addressed administrative items including:

i) Quotes have been received for alterations to Area 51 play area. Council agreed to seek a further quote from a specialist contractor with the possibility of installing a new piece of play equipment in addition to required landscaping as identified by the annual independent play inspection.

ii) Confirmation that the Clerk has carried out the necessary six-month review on the Parish Council Office and usage thereof. Council expressed a desire for improved signage to be installed on the Parish Office door and instructed the Clerk to make inquiries to that end. Cllr. Walker updated Council regarding the inaugural Parish Surgery, hosted prior to the Parish Council meeting in the Parish Office. Four members of the public had visited the surgery raising a multitude of issues to be followed up by the Clerk and Cllr. Walker in unison. Cllr. Tucker paid tribute to St Peter’s Village Hall Association for provision of the Parish Office.

iii) Unauthorised vehicular usage of Broomhall green and other public spaces within the Parish. The Clerk and Chairman gave a review of recent unauthorised vehicles using the public space on Broomhall Green and information regarding a possible deterrent for future trespassing in the form of enforcement via specific bye-law. Clerk to progress and report back to Council at a future meeting.

iv) The Parish Council, via the Clerk, continues to follow the specified process to fill a vacancy in the office of Councillor for St Peter’s Parish Council as identified within the Local Government Act 1972 section 87(2).

v) Complaints received regarding the grounds maintenance arrangements and widespread littering of the Abbotsbury Court area in front of the shops and parking area. Council requested the Clerk explore current responsibility for the area in question and seek a resolution for issues arising.

vi) Council noted the 2017 Parish Festival report as distributed via the Clerk.

8117 Portfolio Holder Reports: The following portfolio holders provided reports to Council:

a) Green Spaces:

i) Cllr. Tidy had previously circulated an environmental report via email.

ii) Council noted the City Council Parish Warden report.

iii) Council noted the recent work of the Friends of St Peter’s Parks group to plant numerous Daffodil bulbs in Power Park. The Bulbs have been funded via the Parish Council. Next event 10th October.

(b) Highways: Cllr. Walker gave a verbal update regarding the latest Highways matters, including:

i) The status of the much anticipated Safety Audit on the newly modified A4440 Crookbarrow Way has been changed by County Highways to ‘incomplete’. Council formally requested the Clerk work in liaison with Cllr. Walker to generate a response to County

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Highways regarding the lengthy delay of the Audit and submit a request for clarification of the ongoing process.

ii) Confirmation that further road closures are expected in the near future. Cllr. Walker to circulate relevant information when available.

iii) Cllr. Walker met with representatives from County Highways regarding the potential purchase and installation of a Vehicle Activated Sign (VAS). Council requested clarification regarding VAS battery charging before a purchase can be confirmed. Council noted County Cllr. Mr. Mackay's confirmation that £500 would be available from divisional funding towards the cost of the VAS provided the unit could be loaned on occasion as required.

(c) **Newslink:** The Clerk confirmed the inclusion of at least two new advertisers in the next edition with the deadline due for content falling on 23rd October. Cllr. Tucker requested the Clerk provide current income details regarding the publication in preparation for budget setting in near future.

(d) **Planning:** Council noted planning applications within the Parish as previously circulated by Cllr. Kemp via email.

Reference	Location	Proposal	Status
X17L0017	2 Springfield Road	Rear extension	No objection
P17L0427	33 Woodbridge Close	Single story side extension	No objection

(e) **PACT:** Cllr. Kemp gave a verbal report following a PACT meeting, including:

i) Continued unauthorised use of Redhill Lane by Mopeds.

ii) A perceived increase in graffiti 'tagging' in the area.

iii) Next meeting confirmed as 16th January 2018 at St Peter's Baptist Church.

(f) **Strategic Planning:** Cllr. Tucker confirmed the creation of a Draft Strategic Planning Document outlining principles including provision of facilities for young and old. The document is to be circulated to members via the Clerk.

(g) **Finance:**

i) Cllr. Tucker's proposed resolution was unanimously agreed by Council:

"St Peter's Parish Council shall seek membership of Clerks and Councils Direct, including the online portal service, and authorises the Clerk to pay the relevant fee of £100 for a yearly subscription to be reviewed annually"

ii) Cllr. Tucker confirmed that provisional budget setting for FY 17/18 would soon be underway and requested members contact the Clerk directly for consideration of projects requiring funding. Cllr. Tucker also requested the Clerk provide financial information regarding current year to date spending to support the process.

8217 Working Parties Update: The following Chairs of currently active Working Parties provided reports to Council:

(a) **Social Media and Online Presence.** Council noted Cllr. Thorlby's information report as previously circulated via email (24th September).

(b) **Financial Regulations.** Cllr. Tucker confirmed that progress has been made following a meeting with the Clerk. It was agreed a further meeting of the Working Party would be called once an initial draft was finalised.

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(c) **Standing Orders.** Cllr. Tidy confirmed the Standing Orders Working Party would meet once the Financial Regulations had been finalised.

8317 Date of Next Meeting: Confirmed as Monday 30th October 2017 at 7:45pm in St Peter's Village Hall.

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