

St Peter the Great County Parish Council

Minutes

Minutes of a meeting of the Parish Council held on **Monday 30th April 2018 at 7:45pm** in the **Village Hall, St Peter's**.

Present: Chairman Cllr. Mr. A. Tidy, Cllrs. Mr. A. Tucker, Mr. R. Knight, Mr. M. Steele, and Dr. P. Thorlby.

2818 Apologies for Absence: Council received apologies from Cllrs. Mrs. P. Clayton, Mr. M. Johnson, Mr. J. Kemp and County Cllr. Mr. S. Mackay.

2918 Declarations of Interest: None received.

3018 Adoption of Minutes: Council agreed to adopt the Minutes of the Parish Council Meeting held on Monday 26th March 2018.

Public Session: No members of public present.

3118 Reports from District and County Councillors:

City Cllr. Mr. Knight gave a brief verbal update to Council regarding City Council matters.

3218 Financial Report:

a) The Clerk presented a verbal report on the current financial position of Council with the most up-to-date bank statements confirming a balance of £63, 580.66 in the current account and £48,018.10 in the Money Market account. The Clerk also confirmed that following a meeting with Finance portfolio holder Cllr. Tucker, a new and refined financial process is to be adopted and utilised for the financial year 2018/19. The new process will enable visualisation of the financial position of the Council as defined by appropriate budget headings.

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

Cheque Number	Amount	Payable To	Reason for Payment
200429	£330.00	Dor2Dor	Newslink 134 delivery
200430	£600.00	SPVHA	Room hire agreement
200431	£220.16	Ms. A Donaldson	Newslink advertising management
200432	£35.00	Information Commissioner	Data registration fee
200433	£60.00	DCK Beavers	Payroll
200436	£30.00	DCK Beavers	Payroll
200434	£176.63	HMRC	Deductions

3318 Clerks Report: The Clerk presented recent correspondence and addressed administrative items including:

a) Confirmation that the Clerk is seeking quotes from specialist contractors to install the new slide feature in Area 51. This follows clarification from the City Council that a specialist

St Peter the Great County Parish Council

contractor is required to complete the installation of the slide to comply with play inspection specifications.

b) An update on GDPR including confirmation that the Chairman has provided the Clerk with an appropriate template spread sheet to record stored data following the introduction of the new regulations at the end of May 2018. The Clerk will again circulate the GDPR questionnaire to ascertain the level of detail currently held by Council. The Clerk also informed Council that information acquired via CALC suggests an amendment to the Data Protection Act has been tabled by central government to propose that local authorities such as a Parish Council will not need to appoint a Data Protection Officer.

c) The Parish Council has received notification from the City Council regarding a proposal to enlarge the enforceable area applicable to the current Public Spaces Protection Order (PSPO) regarding the consumption of alcohol in public spaces in Worcester. Council requested the Clerk respond the City Council to suggest the inclusion of the Multi Use Games Area and adjoining public spaces within St Peter's.

d) Council authorised the Clerk to sign the revised City Council Parish Warden Agreement for 2018/19.

e) The Clerk gave a verbal update regarding the 2018 Parish Festival following a meeting of the Festival working party. It was confirmed that the Clerk is authorised to approve expenses incurred by the Festival Organiser up to a maximum of £500.

f) Council confirmed arrangements for the Annual meetings in May with the Annual meeting of the Parish set to begin at 7pm in St Peter's Baptist Church with the Annual meeting of the Parish Council to follow shortly after.

g) The Clerk confirmed that communications are ongoing with the City and County Council following multiple reports of vermin entering properties within the boundary areas of several sections of green space around St Peter's. This issue was also discussed by two members of the public attending the last Parish Surgery.

3418 Portfolio Holder Reports: The following portfolio holders provided reports to Council:

a) Green Spaces: Cllr. Tidy updated Council regarding the latest environmental issues, including:

i) Council noted the City Council Parish Warden report.

ii) A brief review of recent FoStPP volunteer events to plant fruit trees in the Orchard in Battenhall Park.

iii) Confirmation that a recently purchased bench has arrived and the Wardens have installed the footings required. Installation of the bench is proposed for the next volunteer event in the park on the 8th of May.

iv) The Clerk confirmed that issues raised regarding a smell of sewerage near Duck Brook, the onset of Japanese Knotweed on Norton Pedway and the requirement to plant hedge saplings in a gap on Norton Pedway would all be passed the Warden for appropriate action.

b) Newslink: Cllr. Knight gave a verbal update on the current financial position of the Newslink publication including information that figures for the last 12 months show an approximate expenditure of up to £4000. These figures follow the introduction of a full colour print specification and changes to the associated cost base. It was confirmed that Council still has several options with regard to print quality and number of editions per year that could help to reduce the expenditure of the publication. Council requested the Clerk identify previous sales data in an attempt to better understand the financial position of the publication.

St Peter the Great County Parish Council

c) **PACT**: Cllr. Steele gave a verbal report regarding the latest developments in the formation of the Neighbourhood Watch scheme, as progressed via PACT at the last meeting on the 16th of April. Following calls from members of the public for the creation of a St Peter's wide Neighbourhood Watch Scheme, it had been publicised that interested members attend the PACT meeting to be involved in the formation of the organisation. Unfortunately, due to a poor turn out it was not possible to progress the scheme on this occasion. The next PACT meeting is on the 26th of June, meeting in the Baptist Church.

3518 Date of Next Meeting: Confirmed as Monday 14th May 2018 in St Peter's Baptist Church to follow the Annual Meeting of the Parish from 7pm.

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