

St Peter the Great County Parish Council

Minutes

Minutes of a meeting of the Parish Council held on **Monday 25th June 2018 at 7:30pm** in the **Village Hall, St Peter's**.

Present: Chairman Cllr. Mr. A. Tidy, Cllrs. Mr. R. Knight, Mrs. P. Clayton, Mr. M. Johnson, Dr. D. Tibbutt and Dr. P. Thorlby (from item 6 onwards).

5818 Apologies for Absence: Council received apologies from Cllrs. Mr. J. Kemp, Mr. A. Tucker, Mr. M. Steele and County Cllr. Mr. S. Mackay.

5918 Declarations of Interest: None received.

6018 Adoption of Minutes: Council agreed to adopt the Minutes of the Parish Council Meeting held on Monday 14th May 2018.

6118 Matters deferred from Annual Meeting:

a) Council considered the dates of meetings of the Parish Council and agreed to change the date of the regular meeting from the last Monday to the second Thursday in the month from January 2019 onwards.

b) Council reviewed and considered the portfolio allocation and agreed to adopt the portfolio allocation as previously circulated via email (16th June).

c) Council agreed to defer proposed changes to the Financial Regulations to the July meeting.

d) Council agreed to defer proposed changes to the Standing Orders to the July meeting.

Public Session: No members of public present.

6218 Reports from District and County Councillors:

City Cllrs. Mr. Knight & Mr. Johnson gave a brief verbal update to Council regarding City Council matters.

6318 Financial Report:

a) Following a delay with the Internal Auditor, Council agreed to approve the 2017/18 unaudited accounts as recorded in section 2 of the Annual Return Accounting Statement once distributed via email and authorised the Clerk to submit for External Audit.

b) 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 £77, 611.85 in the current account and £48,018.10 in the Money Market account.

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

Cheque Number	Amount	Payable To	Reason for Payment
200439	£330.00	Dor2Dor	Newslink 135 delivery
200440	£500.00	Festival Organiser	Festival organising fee instalment 1
200438	£206.96	Ms. A Donaldson	Newslink advertising management

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200441	£400.00	Mr R Jenkins	Consultation fee
200442	£211.07	HMRC	Deductions
200444	£30.00	DCK Beavers	Payroll
200445	£994.00	ABC Print	Newslink 135

6418 Clerks Report: The Clerk presented recent correspondence and addressed administrative items including:

- a) Confirmation that the slide previously acquired for installation at Area 51 play area has been found to be inappropriate for the conditions of the site. Further quotes to be sought from contractors regarding potential purchase of appropriate slide. Clerk to report back to Council when quotes are received.
- b) An update on GDPR including presentation of proposed ‘Privacy Notice’ and ‘Consent Form’ as previously circulated via email (25th June) in preparation for GDPR compliance. Following discussion, Council agreed to defer adoption of the presented documents to the July meeting and requested the Clerk to provide a short-form privacy notice for the Council website and an updated schedule of personal data held.
- c) A verbal update regarding the 2018 Parish Festival.
- d) The Clerk reminded Council that prior to the next meeting in July there is a Parish Surgery in the Office and requested Councillors volunteer to be present to field any questions posed by residents.

6518 Portfolio Holder Reports: The following portfolio holders provided reports to Council:

a) **Green Spaces:** Cllr. Tidy updated Council regarding the latest environmental issues, including a brief review of recent FoStPP volunteer events to prepare Power Park for the upcoming Festival and also a planned practical project day with the Parish Wardens to install a boardwalk in Battenhall Park.

b) **Newslink:** Cllr. Knight presented a review on the financial performance of Newslink magazine and proposed the following successfully adopted resolution:

“Council resolves that the Clerk be authorised to make all necessary arrangements for the Newslink Magazine publication cycle to be reduced from 6 editions to 4 editions per annum with effect from 1st January 2019”.

6618 Date of Next Meeting: Confirmed as Monday 30th July 2018 in St Peter’s Village Hall at 7:30pm.

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