

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Monday 24<sup>th</sup> September 2018 at 7:30pm** in the **Village Hall, St Peter's**.

**Present:** Chairman Cllr. Mr. A. Tidy, Cllrs. Mrs. P. Clayton, Mr. R. Knight, Mr. A. Tucker, Dr. D. Tibbutt, Mr. M. Steele, Mr. J. Kemp and Dr. P. Thorlby.

**7718 Apologies for Absence:** Council received apologies from Cllr. Mr. M. Johnson

**7818 Declarations of Interest:** Both the Chairman and Cllr. Tibbutt declared an interest in matters arising from the Middle Battenhall Farm Land Action Group presentation and indicated that they would speak on the matter where appropriate but would recuse themselves for any vote on the issue which might arise.

**7918 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Monday 30<sup>th</sup> July 2018.

**Public Session:** Having previously communicated with the Clerk, representatives from Middle Battenhall Farm Land Action Group (MBFLAG) gave a detailed presentation to Council regarding the group's application and requested Parish Council support for a piece of land partially within the Parish Boundary to be designated as both an Asset of Community Value and Local Green Space.

### **8018 Reports from District and County Councillors:**

- a) City Cllr. Knight gave a verbal update to Council regarding City Council matters.
- b) Council noted a written update received from Cllr. Steve Mackay on County Council matters and thanked Cllr. Mackay for successfully enabling the installation of lights on Leven Pedway and the repainting of the pedestrian crossing.

### **8118 Financial Report:**

- a) The Clerk presented the financial position of Council and confirmed the most up to date bank statements show balances at £71k in the current 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>
200471	£325.00	Mr G Walker	Newslink edit
200472/200473	£60.00	DCK Accounting Solutions	Payroll processing
200468	£210.87	HMRC	Deductions
200467	£100.00	Communicorp	Subscription
200470	£55.00	Mr. R Gurney	Internal Audit
200465	£330.00	Dor2Dor	Newslink delivery
200466	£887.00	ABC Print	Newslink print

- c) Confirmation that the Clerk is still awaiting the results of the external audit.

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d) The Clerk indicated that he had heard nothing further from HMRC regarding the repayment of VAT monies owed to the Council. Given the significant amount of money involved and the amount of time which had elapsed since the issue first arose, Council determined that the Clerk should commence the formal complaint process with HMRC.

**8218 Clerks Report:** The Clerk presented recent correspondence and addressed administrative items including:

\* For clarity of discussion, Council agreed to take correspondence regarding MBFLAG immediately after the public session.

a) The Clerk confirmed that Council had been contacted prior to the meeting by MBFLAG and invited to support the proposed application for the land known as Middle Battenhall Farm to be allocated as an Asset of Community Value (ACV) and as Local Green Space. Council agreed, nem con, to give the fullest possible support to both applications and requested that the Clerk submit a letter of support from the Council and take whatever additional steps are necessary as may be required by MBFLAG to secure a successful outcome.

b) Following a report by the Play inspector highlighting continued rotting of supportive timbers within the play area, the Clerk confirmed that the Wardens had been forced to securely close the bridge structure within Area 51 play area. Council agreed that the structure is now beyond economic repair, as detailed in the report and requested the Warden make preparations to remove the wooden structure and arrange in liaison with the Clerk for the area to be appropriately landscaped.

c) The Clerk confirmed that the budget setting process is underway for FY2019/20 as lead by finance portfolio holder Cllr. Tucker. An initial version of the budget had been previously circulated to Councillors via email. Following discussion, Cllr. Tucker requested the budget working party be reformed to report back to Council at a future meeting.

d) The Clerk and Chairman confirmed that Social Media Pages have been constructed for the Parish Council.

e) The Clerk confirmed that multiple messages of concern have been received from local residents over the summer break regarding the continued littering of the Multi-Use Games Area (MUGA). The Chairman thanked volunteers for their continued efforts to cleanse the area and confirmed that Council would continue to work with multiple agencies in order to find a resolution to the situation.

f) The Clerk confirmed that the hardware update for the Vehicle Activated Signage (VAS) is progressing and the system should be upgraded in the near future.

**8318 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 including the now completed project to install a boardwalk in Battenhall Park and a working group to reduce vegetation surrounding Grasshopper Park following antisocial behaviour in the play area.

b) **PACT:** Cllr. Steele confirmed the next meeting of PACT would be 23<sup>rd</sup> October 2018 in St Peter's Baptist Church.

c) **Newslink:** Cllr. Knight gave a verbal update including news of a recently launched publication in St Peter's and concerns regarding how it may affect Newslink. Cllr. Knight called for a meeting of the Newslink Working Party to report back to Council in due course.

d) **Community:** Cllr. Clayton raised concerns regarding the street parking situation near to local schools in the area.

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**8418 Date of Next Meeting:** Confirmed as Monday 29<sup>th</sup> October 2018 in St Peter's Village Hall at 7:30pm.

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