

# St Peter the Great County Parish Council

## Minutes

**Minutes** of a meeting of the Parish Council held on **Thursday 14<sup>th</sup> February 2019 at 7:30pm** in the **Village Hall, St Peter's**.

**Present:** Chairman Cllr. Mr. A. Tidy, Cllrs. Mr. A. Tucker, Mr. J. Kemp, Mr. R. Knight, Mr. M. Johnson and Dr. P. Thorlby (from Agenda item 5 onwards). Also present: County Cllr. Mr. S. Mackay, one member of press and one member of public.

**1019 Apologies for Absence:** Council received apologies from Cllrs. Mr. M. Steele, Dr. D. Tibbutt and Mrs. P. Clayton.

**1119 Declarations of Interest:** Cllr. Kemp declared an interest in matters relating to the Ketch field. Cllrs Knight and Johnson declared an interest in matters relating to St Peter's Village Hall Association as featured on Agenda item 7 (b).

**1219 Adoption of Minutes:** Council agreed to adopt the Minutes of the Parish Council Meeting held on Thursday 10<sup>th</sup> January 2019.

**Public Session:** A resident in attendance again suggested the installation of gym equipment in the parks and green spaces of St Peter's, especially in Power Park where the layout of the park lends itself to a circular exercise route. The resident had researched the proposal and expressed a desire to assist the Parish Council in the pursuit of outdoor gym equipment where possible. The Chairman thanked the resident and suggested further research may be required regarding funding for the project, possibly involving other stakeholders such as the City Council and/or local businesses.

**1319 Matters Arising:** Cllr. Tucker reminded Council that a new contractors agreement needs to be created for the Festival Organiser for 2019. The Clerk indicated this would be progressed as soon as possible.

### **1419 Reports from District and County Councillors:**

**a)** County Cllr. Steve Mackay gave a verbal update on County Council matters including: i) The budget requirement for the County Council has been approved at £330 million, a rise of 3.99% with 2.99% of that rise to support the Corporate plan of 'Shaping Worcestershire's Future' and the priorities identified by the public and business community. The remaining 1% is ring-fenced for adult social care services. ii) Preparation works are about to begin on the final phase (4) of the Worcester Southern Link road scheme. iii) An update regarding the continued roll out of Smart Water in the St Peter's area and details regarding a further two dates for members of the public to access the scheme during February. Cllr. Mackay also presented new Smart Water signage proposed for the Parish area. Council confirmed support for the scheme and the proposed signs and also thanked Cllr. Mackay for continued efforts to assist crime reduction measures in the area.

**b)** City Cllrs. Mr. Johnson and Mr. Knight gave a verbal update to Council regarding City Council matters including: **i)** An upcoming full Council meeting to agree a 2.99% precept increase. **ii)** Plans for implementing double rate tax on empty housing **iii)** Details regarding the launch of the Worcester Lottery.

### **1519 Financial Report:**

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- a) The Clerk presented the financial position of Council including the quarterly report and confirmed the most up to date bank statements show balances at £82k in the current account and £48k in the Money Market account. The quarterly report included a review of spending and also a projection of year end accounts. The Clerk confirmed that Council accounts are in good health with only the continued financial pressures facing the Newlink publication forecast to come in over budget. It was noted that due to the time between receiving a bank statement and producing the report, a 6-week lag occurs. It is anticipated that this issue will be resolved once the new online banking system is fully active.
- b) The Clerk confirmed that ongoing claims with HMRC for previous VAT reclaims owed to St Peter's Parish Council are still outstanding. The Clerk to check payment status with HMRC and the bank.
- c) The Clerk updated Council regarding the newly opened HSBC bank account. An additional delay has been experienced due to further complications with FATCA paperwork. The Clerk reported that a meeting with a business specialist earlier in the day had resolved the issue and that the new accounts will be functioning within 10 days. Clerk to inform Council via email as soon as the accounts are confirmed as open.
- d) Council agreed payment of accounts as presented at the meeting as follows:

Cheque Number	Amount	Payable To	Reason for Payment
	£1280.00	Mr M Gurney	Sign carving project, St Peter's Parks
	£616.70	Glasdon UK LTD	2 Benches for football pitches

**1619 Clerks Report:** The Clerk presented recent correspondence and addressed administrative items including:

- a) Confirmation that the Clerk has met with the Festival Organiser to begin preparations for the 2019 event and that a Festival Working Party is scheduled for Friday 1<sup>st</sup> March at 11am. The Clerk also informed Council that an alternative venue for the 2019 event has had to be implemented due to likely disruption from a new footbridge installation to the previous venue in Power Park. Council gave unanimous support for the decision to host the event in the new location in Battenhall Park (within St Peter's Parish).
- b) The Clerk presented correspondence received from St Peter's Village Hall Association (SPVHA) regarding the future of the Village Hall and a potential working partnership between the two organisations. At this point Cllrs. Knight and Johnson left the meeting due to a previously stated declaration of interest as SPVHA board members. Following debate regarding the uncertain future and anticipated community requirement for such a facility, Council agreed to reconvene the working party under Cllr. Tucker and authorise, if suitable, the involvement of other stakeholders to agree recommendations to Council on how to secure a long-term facility for the Parish.
- c) Confirmation that the Clerk and Chairman are to meet with the City Council Democratic Services team during February to discuss arrangements for the elections later in the year.
- d) Correspondence received from County Highways regarding plans to close the Ketch Viewpoint for tree felling operations during February.
- e) Correspondence received from the motor group Startin following an invitation to attend the opening of a new showroom within the Parish.
- f) Confirmation regarding the location of the proposed flood assessment meeting due to take place in Power Park.

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**1719 Portfolio Holder Reports:** The following portfolio holders provided reports to Council:

**a) Green Spaces:** i) Cllr. Tidy updated Council regarding the latest environmental issues, including a brief review of FoStPP volunteer events including the ongoing project to install custom hand carved Oak signage in the parks and green spaces of St Peter's with the next event in Battenhall park on the 21<sup>st</sup> of February.

ii) Confirmation that the two benches for installation by the Wardens adjacent to football pitches in the Parish have arrived and will be installed during February and March.

iii) Confirmation that Cllr. Tidy has been in communication via email with Mark Baylis the Environmental Operations Manager at Worcester City Council to request clarification of the Service Level Agreement (SLA) for the Parish Warden service. Historically the SLA would be agreed and signed before Christmas. By way of a response email, Mr Baylis confirmed that the City Council is undergoing a 'transformation' and that the SLA is currently being prepared and would be provided to the Parish Council in the near future.

**b) Highways:** Cllr. Kemp gave a verbal report to Council regarding the recently resubmitted planning application for the installation of a pedestrian footbridge over the A4440 landing into Power Park within the Parish Boundary. The application contains some 180 documents. From an initial inspection, Cllr. Kemp suggested there is little within the application to object to, other than points previously raised.

**1819 Date of Next Meeting:** Confirmed as Thursday 14<sup>th</sup> March 2019 in St Peter's Village Hall at 7:30pm.

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