

SPALDWICK PARISH COUNCIL
CHAIRMAN: Steve Fane de Salis

Clerk to the Council
Mrs Sarah Cardwell
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Alconbury Weston
Huntingdon
Cambs
PE28 4JS

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10th May 2019

Dear Member

You are hereby summoned to attend the **Annual Meeting of Spaldwick Parish Council** which will be held on **Thursday 16th May 2019 at 8pm** in the Community Room, **Spaldwick Primary School**, to deal with the following business:

Public and Press are invited to attend

NOTICE and AGENDA

19/05/1 Elect a Chairman

19/05/2 Acceptance of Office form to be signed

19/05/3 Elect a Vice Chairman

19/05/4 To note: Members interest forms to be reviewed in May 2019

19/05/5 Chairman's Opening Remarks

19/05/6 To Receive Apologies and Reasons for Non-Attendance

19/05/7 Declarations of Interests for Members (Disclosable Pecuniary Interests)

19/05/8 To Receive and Approve the Minutes of the Parish Council Meeting on 18th April 2019


19/05/9 Matters arising from those Minutes

19/05/10 Public Open Forum

Each person wishing to address the council will be allowed to speak for a maximum of 5 minutes subject to the Chairman's discretion. This part cannot be longer than 10 minutes per item.

19/05/11 Planning

To consider new planning consultations:

- **19/05/11.1 Demolish existing house and erect 10no. 3-5 bedroom dwellings with associated parking. New road proposed off of Stow Road** 

House On The Hill Stow Road Spaldwick Huntingdon PE28 0TE

Ref. No: 19/00652/FUL | Received: Thu 28 Mar 2019 | Validated: Thu 28 Mar 2019 | Status: In progress
(Council views to be received by 17th May)

- **19/05/11.2 Proposed conversion of garage to habitable annex including first floor extension**

27 Thrapston Road Spaldwick Huntingdon PE28 0TA

Ref. No: 19/00881/HHFUL | Received: Fri 26 Apr 2019 | Validated: Fri 03 May 2019 | Status: In progress
(Council views to be received by 30th May)

Determined by planning authority:

- **19/05/11.3 Amendment to 18/01764/HHFUL -Additional rear single door to glazed roof link extension. Revised design for top of main large glazed rear opening**

8 High Street Spaldwick Huntingdon PE28 0TD

Ref. No: 19/00628/NMA | Received: Tue 26 Mar 2019 | Validated: Tue 26 Mar 2019 | Status: Approved

- **19/05/11.4 Single storey rear extension.**

16 Burton Way Spaldwick Huntingdon PE28 0YY

Ref. No: 19/00283/HHFUL | Received: Thu 14 Feb 2019 | Validated: Mon 18 Feb 2019 | Status: Approved

- **19/05/11.5 Replacement of windows, restoration of internal lime plaster, laying of pammets, rebuilding of chimney and erection of white picket fence.**

38 High Street Spaldwick Huntingdon PE28 0TD

Ref. No: 19/00001/LBC | Received: Wed 02 Jan 2019 | Validated: Fri 01 Feb 2019 | Status: Approved

- **19/05/11.6 Construction of 4 no single-storey affordable dwellings**

Land West Side Of Long Lane Spaldwick

Ref. No: 18/02412/FUL | Received: Thu 08 Nov 2018 | Validated: Tue 26 Feb 2019 | Status: Refused

19/05/12 Finance

19/05/12.1 To Approve Year End accounts to March 31st 2019 (Quarterly Bank Reconciliations & Cashbook attached)

19/05/12.2 To Approve AGAR Section 1 – Annual Governance Statement 2018/19

19/05/12.3 To Approve AGAR Section 2 – Accounting Statements 2018/19

19/05/12.4 To sign the Certificate of Exemption (if <£25,000)

19/05/12.5 To be completed: Internal Auditor's report and checklist

19/05/12.6 To review Standing Orders (May 2018)

19/05/12.7 To review Financial Regulations (July 2018)

19/05/12.8 To review Model Publication Scheme (updated April 2019)

19/05/12.9 To review Complaints Procedure (dated November 2012)

19/05/12.10 To review Risk Assessment (dated April 2018)

19/05/12.11 To review Code of Conduct (amended 2014)

19/05/12.12 To Agree online banking signatories (Currently Cllrs Fane de Salis, Johnson & Smith)

19/05/12.13 To agree internal auditor for 2019/2020 (Currently M. Williamson)

19/05/12.14 To review insurance cover (AXA policy 1st October 2018- 30th September 2019)

19/05/12.15 To Consider CIL Spending

Expenditure for approval 16th May 2019:

19/05.12.16 Clerk's wages (including expenses of £9.18): £162.94

HMRC £38.40

19/05/12.17 Invoice SPC-0419 from Y.Karl for Cleaning services Spaldwick Village community room- April 2019. Total: £30.00

19/05/12.18 Grant request from Playtimes, Spaldwick- enquiry regarding funding available for the forthcoming year, as they are in the process of raising money for some improvements within the setting.

19/05/12.19 CCC invoice- £3184.54 due by 10.05.19 – Confirmation email received on 23.04.19 stating this had been sent to us in error and that a credit note would be issued accordingly.

19/05/12.20 Enrolment of Clerk in Pension Scheme

19/05/12.21 Remittance advice for 2019/2020 Parish precept

19/05/12.22 CAPALC / NALC annual renewal (£257.57 to be paid before 30th June 2019)

19/05/12.23 Village Maintenance Contribution 2019/20 from CCC for grass cutting (£498.13)- to confirm acceptance of amount.

19/05/13 General Data Protection Regulation (GDPR) various policies to consider

19/05/14 Assets – Provision/Maintenance

19/05/14.1 Monthly Ferriman Road Play Area's Inspection

19/05/14.2 Spaldwick War Memorial- update

19/05/15 Highways, footpaths, byways, gritting bin, trees, etc.

19/05/16 Community Room

19/05/16.1 Quotes for flooring and curtains

19/05/16.2 Further Discussion of Defibrillator

19/05/16.3 Let's Get Moving Cambridgeshire- discussion of whether SPC would be interested in running any of the activities

19/05/17 Correspondence (-previously circulated)

19/05/17.1 NALC Chief Executive Bulletin - 12/04/19

19/05/17.2 CAPALC Bulletin – April 2019

19/05/17.3 NALC Star Council Awards 2019

19/05/17.4 NALC Chief Executive Bulletin - 18/04/19

19/05/17.5 NALC Policy E-Briefing PC7-19 – Traffic Commissioners

19/05/17.6 NALC Chief Executive Bulletin - 26/04/19

19/05/17.7 HDC Customer Portal Launch

19/05/17.8 General Protection Office- DPO

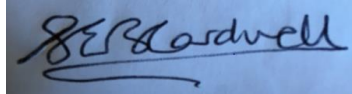
19/05/17.9 CCC Highways and Street lighting surveys

19/05/17.10 Notification E-Mail: Withdrawal of Services for Managing Street Lighting Energy for District
and Parish Council Street Lights.

19/05/17.11 NALC Chief Executive Bulletin - 03/05/19

19/05/17.12 Disability Huntingdonshire letter

19/05/18 Date of the next meeting: Thursday 20th June 2019 at 8pm in the Community Room

A handwritten signature in blue ink on a light blue background. The signature reads "S. Cardwell" in a cursive style.

Signed (Clerk) Sarah Cardwell
Date: 10th May 2019