

Spaldwick Parish Council

Chairman: Steve Fane de Salis

Clerk to the Council: Mrs Sarah Cardwell, 63 Highfield Avenue, Alconbury Weston, Cambs. PE28 4JS

Email: clerkspaldwick.pc@gmail.com Website: www.spaldwickparishcouncil.org.uk/

Dear Member

You are hereby summoned to attend the **Annual Meeting of Spaldwick Parish Council** which will be held on **Thursday 19th May 2022 at 8pm in Spaldwick Community Room**, Spaldwick Primary School, to deal with the following business.

Public and Press are invited to attend.

NOTICE and AGENDA

22/05/1 Election of Chairman and signing of Chairman's Declaration of Office.

22/05/2 Election of Vice Chairman and signing of Declaration of Office.

22/05/3 To receive and consider any applications for **co-option**.

22/05/4 To note: New Members interest forms to be completed by all Councillors in May 2022 and the Clerk advised of any amendments. Councillors also need to return their election expenses form and declaration by the 3rd June deadline (link to documents circulated previously by Cllr S Jackson-Rimmer).

22/05/5 Chairman's Opening Remarks

22/05/6 To Receive **Apologies** and Reasons for Non-Attendance

22/05/7 Declarations of Interests for Members (Disclosable Pecuniary Interests)

22/05/8 To Receive and Approve the Minutes of the Parish Council Meeting on 21st April 2022

22/05/9 Matters arising from those Minutes

22/05/10 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.

22/05/11 Planning

To consider new planning consultations:

Determined by planning authority:

22/4/11.1

Reference: 21/02749/HHFUL

Application Received: Mon 06 Dec 2021

Address: 21 Ivy Way Spaldwick Huntingdon PE28 0UN

Proposal: Demolition of existing conservatory and construction of single and two-storey extensions to rear of property. Internal and external alterations.

Status: Approved

Decision Issued Date: Fri 08 Apr 2022

Appeal Status: Unknown

22/4/11.2

Reference: 22/00108/HHFUL

Application Received: Tue 18 Jan 2022

Address: 33 Thrapston Road Spaldwick Huntingdon PE28 0TA

Proposal: Two storey rear extension, single storey side extension, front porch and render to front and side and cladding to sides and rear

Status: Approved

Decision Issued Date: Thu 05 May 2022

Appeal Status: Unknown

22/05/11.3 ACRE housing survey results.

22/05/11.4 To discuss notification of intent received from Blenheim Land and Homes Ltd for a proposed application for 20 starter homes in the village.

22/05/12 Finance and Administration

22/05/12.1 To note: Account balance at 29.04.2022: £66,606.53.

22/05/12.2 To Approve Year End accounts to March 31st 2022 (quarterly bank Reconciliations, budget documents & cashbooks circulated and approved at April meeting).

22/05/12.3 To note: the internal audit is due to be completed on 25th May so the AGAR forms will need to be approved at the June Parish Council meeting.

22/05/12.4 To review and approve Standing Orders.

22/05/12.5 To review and approve Financial Regulations.

22/05/12.6 To review and approve the following policies and procedures: Safeguarding, Equal Opportunities, GDPR, beekeeping, Code of Conduct (at the April meeting adoption of the new Local Government Association's Model Code of Conduct was agreed from the May 2022 meeting), Model Publication Scheme, Complaints Procedure and Accessibility Statement.

22/05/12.7 To review and approve Council Risk Assessments (general, playpark, Community room, Covid-19, beekeeping).

22/05/12.8 To review Fixed Asset register.

22/05/12.9 Review of subscriptions (CAPALC, Cambs ACRE, SLCC, Parish Online, Scribe Accounts).

22/05/12.10 Update regarding bank accounts (access and signatories) and to agree online banking signatories going forward (currently Cllrs Fane de Salis, Johnson, Parfrey & Burcham).

22/05/12.11 To agree internal auditor for 2022/2023 (Currently M. Williamson).

22/05/12.12 To review insurance cover (BHIB 3 year cover agreed in September 2021).

22/05/12.13 To Consider CIL Spending.

22/05/12.14 To note: Clerk completed VAT return in November 2021 and will complete an additional return later in the year.

22/05/12.15 To agree schedule for the meetings for the coming year- currently 3rd Thursday of every month, excluding August and December date subject to change.

22/05/12.16 To consider 3 x MVAS Flashing Speed Sign quotes.

22/05/12.17 To consider purchase of jubilee bunting.

22/05/12.18 To note precept remittance (£10,405.00).

Expenditure for approval 19th May 2022:

22/05/12.19 Clerk's wages (Apr-May): **£318.15** (S.Cardwell: £318.15, HMRC £0.00). To note: redeclaration has been made in relation to Clerk's pension- under threshold for enrolment.

22/05/12.20 Grass-cutting- Payment to CGM: **£258** (including VAT).

22/05/12.21 Total Energy invoices (Accounts 3006069330 & 3006069341)-invoices to be received.

22/05/12.22 Grafton Projects invoices for Community Room cleaning products: - **£62.29** (inc. VAT).

22/05/12.23 HMRC repayments for tax on the Clerk's wages (2019/20 and 2020/21- breakdown of costs circulated previously)- **£537.64**.

22/05/12.24 Jarrodean Recruitment Solutions- IT consultancy- Francisco Ferrero- **£168.75**.

22/05/12.25 A.Murphy invoice for cleaning of the Community Room (Apr-May)- **£44**.

22/05/13 Assets – Provision/Maintenance

22/05/13.1 Weekly Ferriman Road Play Area's Inspection

22/05/13.2 Update regarding the defibrillator.

22/05/13.3 Update in relation to concerns raised by The War Memorials Trust.

22/05/13.4 To discuss the Shed on Church Lane.

22/05/13.5 To note the poor condition of the Jubilee plaques outside The Manor Farm House.

22/05/14 Highways, footpaths, byways, gritting bin, trees, etc.

22/05/14.1 Update regarding the uneven road surface due to tree roots on Thrapston Rd / Church Lane.

22/05/14.2 Footpaths update.

22/05/14.3 To consider whether there are any issues to raise for the CCC Transport Strategy Stakeholder Engagement Survey.

22/05/14.4 Update regarding the successful LHI bid.

22/05/15 Community Room

22/05/15.1 Update regarding the Community Room.

22/05/15.2 Update regarding the online calendar for the Community Room.

22/05/15.3 To discuss the Fire Extinguisher Service (due in June).

22/05/16 To further discuss The Queen's Platinum Jubilee.

22/05/17 Update regarding access to the school field following the academisation of Spaldwick school.

22/05/18 To note: After a number of years without a volunteer committee in the Cambridgeshire region, a new committee is being recruited to help promote Crimestoppers throughout Cambridgeshire; volunteers are required for the Huntingdonshire District.

22/05/19 To find a replacement Spaldwick representative on the Woolley Hill Wind Farm community liaison group.

22/05/20 Any items for the next edition of Spaldwick News.

22/05/21 Correspondence (-previously circulated)

22/05/21.1 Cambridgeshire Crimestoppers- 25.04.22

22/05/21.2 Cambs ACRE- Housing Needs Survey - 25.04.22

22/05/21.3 CCC- Welcome to the April 2022 Cambridgeshire Matters newsletter- 26.04.22

22/05/21.4 Think Communities Huntingdonshire- Newsletter [005] April 2022- 26.04.22

22/05/21.5 Cambs Highways: Cambridgeshire County Council Highway Maintenance Service Review -Local Highway Officers - Online Survey- 27.04.22

22/05/21.6 Nexus Fostering: Foster Carers needed- 27.04.22

22/05/21.7 CCC: Her Majesty's Platinum Jubilee - Update for Parish Councils-27.04.22

22/05/21.8 Henry Morris Conference- 29.04.22

22/05/21.9 Office of the Police and Crime Commissioner for Cambridgeshire and Peterborough: Hold the date! Virtual roundtable for local Councillors- 06.05.22

22/05/21.10 CAPALC: For Circulation May Bulletin- 04.05.22

22/05/21.11 CCC Highways: Events diary - May 22- 05.05.22

22/05/21.12 CCC: TMC (formerly IHMC) Incident Report - April 2022- 05.05.22

22/05/21.13 Highways: Local Highways Improvement 2022/23 - Outcome!- 06.05.22

22/05/21.14 Cambridge & Peterborough Combined Authority: HAVE YOUR SAY on travel in Cambridgeshire & Peterborough- 12.05.22

22/05/22 Councillors' questions

22/05/23 Date of the next meeting: Thursday 16th June 2022.

S.E.B Cardwell

Signed (Clerk) Sarah Cardwell

Date: 13th May 2022