

Spaldwick Parish Council

Chairman: Steve Fane de Salis

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

Email: clerk@spaldwickparishcouncil.org.uk 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 18th May 2023 at 8pm in Spaldwick Community Room**, Spaldwick Primary School, to deal with the following business. Public and Press are invited to attend.

S.E.B Cardwell

Signed (Clerk) Sarah Cardwell

Date: 12th May 2023

NOTICE and AGENDA

23/5/1 Election of Chairman and signing of Chairman's Declaration of Office.

23/5/2 Election of Vice Chairman and signing of Declaration of Office.

23/5/3 To receive and consider any applications for co-option.

23/5/4 To note: Any amendments to Members interest forms to be completed asap by Councillors and the Clerk advised.

23/5/5 Chairman's Opening Remarks

23/5/6 To Receive Apologies and Reasons for Non-Attendance.

23/5/7 Declarations of Interests for Members (Disclosable Pecuniary Interests).

23/5/8 To Receive and Approve the Minutes of the Parish Council meeting on 20th April 2023.

23/5/9 Matters arising from those Minutes To note: WAVE bill (£37.99) and Internal Drainage bill (£6.76) paid from Main Account while Town and Poors Charity Account access blocked.

23/5/10 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.

23/5/11 Planning

To consider new planning consultations

23/5/11.1 Construction of 15 no. dwellings with associated access, car parking and landscaping (re-submission of 22/01167/FUL)

Land East Of Ivy Way Spaldwick

Ref. No: 23/00649/FUL

Received: Wed 12 Apr 2023

Validated: Wed 12 Apr 2023

Status: In progress

Determined by planning authority:

23/5/11.2 Non Material Amendment of 19/02551/S73 to add lean-to plant room.

Land At 2 To 6 Thrapston Road Spaldwick

Ref. No: 22/01839/NMA

Received: Wed 24 Aug 2022

Validated: Wed 24 Aug 2022

Status: Approved

23/5/12 Finance

23/5/12.1 To note: Account balance at 28.04.2023: £68,102.99.

23/5/12.2 Update regarding bank accounts (access and signatories).

23/5/12.3 To consider quotes received for the base for the Jubilee bench and select a contractor.

23/5/12.4 Update regarding VAT reclaims for Oct 2021- Mar 2022 and Apr 2022-Mar 2023.

23/5/12.5 Update regarding a solicitor's letter to address the uneven road surface and potential damage to the Shed on Church Lane due to tree roots on Thrapston Rd / Church Lane.

- 23/5/12.6 To review and approve updated Fixed Asset register.
- 23/5/12.7 To consider adopting the General Power of Competence (based on 2/3 of the Council being elected members and the Clerk being CiLCA qualified).
- 23/5/12.8 To Approve Year End accounts to March 31st 2023 (quarterly bank Reconciliations, budget documents & cashbooks circulated and approved at April meeting).
- 23/5/12.9 To approve the Internal Audit report (audit completed 27th April 2023).
- 23/5/12.10 To Consider, Approve and Sign AGAR Section 1 – Annual Governance Statement 2022/23.
- 23/5/12.11 To Consider, Approve and Sign AGAR Section 2 – Accounting Statements 2022/23.
- 23/5/12.12 To sign the Certificate of Exemption (if <£25,000 income & expenditure).
- 23/5/12.13 To approve explanation of variances – attached.
- 23/5/12.14 To confirm the dates of the period for the exercise of public rights (Monday 5th June 2023-Friday 14th July 2023).
- 23/5/12.15 To review and approve Standing Orders.
- 23/5/12.16 To review and approve Financial Regulations.
- 23/5/12.17 To review and approve the following policies and procedures: Safeguarding, Equal Opportunities, GDPR, Code of Conduct, Model Publication Scheme, Complaints Procedure and Accessibility Statement.
- 23/5/12.18 To review and approve Council Risk Assessments (general, playpark, Community room).
- 23/5/12.19 Review of subscriptions and providers (CAPALC, Cambs ACRE, SLCC, Parish Online, Scribe Accounts, DM Payroll services).
- 23/5/12.20 To review Community Room hire charges for the coming year.
- 23/5/12.21 To agree online banking signatories going forward (currently Cllrs Fane de Salis, Johnson & Parfrey).
- 23/5/12.22 To agree internal auditor for 2023/2024 (Currently CAPALC).
- 23/5/12.23 To review insurance cover (BHIB 3-year cover agreed in September 2021).
- 23/5/12.24 To Note CIL remittance received for £3947.40 in April 2023 and to consider CIL spending.
- 23/5/12.25 To agree schedule for the meetings for the coming year- currently 8pm on the 3rd Thursday of every month excluding August; December date subject to change.
- 23/5/12.26 To note precept remittance (£10,405.00).
- 23/5/12.27 To discuss installation of 'no parking' signs for the railings on the Village Green to address parking issues.
- 23/5/12.28 To consider quotations and approve a contractor for grassing the remainder of the Town and Pools field.
- 23/5/12.29 To consider purchase of a CCTV camera for Spaldwick allotments.

Expenditure for approval 18th May 2023:

- 23/5/12.30 Clerk's wages (Apr-May) (S.Cardwell: **£349.99**, HMRC: **£0**).
- 23/5/12.31 Total Energies invoices (Accounts 3006693866 & 3006693855) Apr-May- invoices to be received.
- 23/5/12.32 A.Murphy invoice for cleaning of the Community Room (Apr-May): **£44.00**.
- 23/5/12.33 Brookfield Contracting: Village grasscutting: **£264.00** (inc. VAT)- invoice to be received.
- 23/5/12.34 Reimbursement to Cllr JO'D for replacement Playpark sign: **£10.44** (no VAT).
- 23/5/12.35 Grafton Projects invoices for cleaning products £8.28 + £14.37 + £20.49 (all inc. VAT):
Total: £43.14.
- 23/5/12.36 ACES Academies Trust- Electricity bill for Community Room- June 2022- **£4,302.65 (inc. VAT)**.
- 23/5/12.37 CAPALC-Internal audit-invoice to be received.

23/5/13 Assets – Provision/Maintenance

- 23/5/13.1 Weekly Ferriman Road Play Area's Inspection.
- 23/5/13.2 Update regarding the Community Room.
- 23/5/13.3 Update regarding The War Memorials Trust.
- 23/5/13.4 Update regarding the defibrillator.
- 23/5/13.5 To consider purchase of a blood kit- update from Cllr Parfrey.
- 23/5/13.6 Update regarding the Jubilee plaques outside The Manor Farm House.
- 23/5/13.7 Further discussion of the open space in Spaldwick.
- 23/5/13.8 Update regarding the MVAS Flashing Speed sign.
- 23/5/13.9 To discuss registration of the titles for the Village Greens in Spaldwick.

23/5/14 **Highways, footpaths, byways, gritting bin, trees, etc.**

23/5/14.1 LHI update regarding the 40mph buffer zones and gates.

23/5/15 Update regarding the Wooley Hill Wind Farm.

23/5/16 Update regarding the Coronation event.

23/5/17 Update regarding IT provision.

23/5/18 Any items for the next edition of Spaldwick News.

23/5/19 **Correspondence** (-previously circulated)

23/5/19.1 Highways: Events Diary - May 23

23/5/19.2 TMC Incident Report - April 2023

23/5/19.3 NALC Bulletin

23/5/19.4 HDC - 'Local Plan Update Issues Engagement' - Town & Parish Council Presentation

23/5/19.5 HDC- Alternative Land Management

23/5/19.6 Cambridgeshire Matters - April 2023

23/5/19.7 HDC- Local Plan Issues Papers consultation launch

23/5/19.8 Huntingdonshire District Council_ New event available

23/5/19.9 Volunteers Needed at Hinchingsbrooke Hospital

23/5/19.10 Updated 2023 Micro Asphalt Program

23/5/20 Councillors' questions.

23/5/21 **Date of the next meeting:** Thursday 15th June.