

Spaldwick Parish Council

Chair: Sharan Jackson-Rimmer

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 Parish Council Meeting which will be held on **Thursday 20th July 2023 at 7pm 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: 14th July 2023

NOTICE and AGENDA

23/7/1 To Receive Apologies and Reasons for Non-Attendance.

23/7/2 Declarations of Interests for Members (Disclosable Pecuniary Interests).

23/7/3 To Receive and Approve the Minutes of the Annual Meeting of Spaldwick Parish Council on 15th June 2023.

23/7/4 Matters arising from those Minutes.

23/7/5 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.

23/7/6 Planning

To consider new planning consultations

None

Determined by planning authority:

23/7/6.1 Reference: 23/00649/FUL

Application Received: Wed 12 Apr 2023

Address: Land East Of Ivy Way Spaldwick

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

Status: Refused

Decision Issued Date: Wed 12 Jul 2023

Appeal Status: Unknown

23/7/7 Finance

23/7/7.1 To note: Account balance at 30.06.2023: £67,970.67 (cashbook previously circulated).

23/7/7.2 Update regarding bank accounts, Clerk to provide further details regarding Unity Trust bank.

23/7/7.3 To consider quotations to purchase one or two additional Elan City solar MVAS units identical to the existing model.

23/7/7.4 To consider quotations to install 'no parking' signs on the railings on the Village Green to address parking issues.

23/7/7.5 Following advice received from CAPALC, to consider quotations for specialist advice regarding management of the Parish Council and Town and Poors finances in relation to the allotments site.

23/7/7.6 To consider purchase of a CCTV camera for Spaldwick allotments including the associated data protection implications.

23/7/7.7 To note and approve: Q1 Income and expenditure against the budget (file circulated prior to meeting).

23/7/7.8 To note and approve: Q1 Community room receipts and payments document (file circulated prior to meeting).

23/7/7.9 To note and approve Q1 financial reconciliation (file circulated prior to meeting).

23/7/7.10 To consider quotation received from BHIB for Data Protection cover to be added to the insurance schedule following recommendations raised during the annual internal audit (cost £13.20 for the remainder of this year's cover or approximately £50 for the year from October).

Expenditure for approval 20th July 2023:

23/7/7.11 Clerk's wages (Jun-Jul) (S.Cardwell: **£418.25**, HMRC: **£0**).

23/7/7.12 Total Energies invoices (Accounts 3006693866 & 3006693855) Jun-Jul- **£21.07** and **£12.90** (inc. VAT).

23/7/7.13 A.Murphy invoice for cleaning of the Community Room (Jun-Jul): **£55.00**.

23/7/7.14 Brookfield Contracting: Village grasscutting: **£264.00** (inc. VAT).

23/7/7.15 Grafton Projects invoice for first aid kit and ink cartridge: **£58.68** (inc. VAT).

23/7/7.16 Reimbursement to Clerk for Open Spaces membership: **£45.00**.

23/7/7.17 To ratify retrospectively Robin Purser- West Farm invoice for **£3762.00** (inc. VAT) for 75% of total allotment seeding cost.

23/7/7.18 Reimbursement to Clerk for ICO membership: **£40.00** (VAT nil).

23/7/7.19 CAPALC-Internal audit invoice: **£91.65** (no VAT).

23/7/7.20 SLCC membership renewal fee for Clerk (this is 6/16 of the total and Sawtry PC have been invoiced 10/16ths): **£65.49** (no VAT).

23/7/7.21 Reimbursement for allotment gates lock- invoice to be received (money to be transferred from the Town and Poors account when access reinstated).

23/7/7.22 Payment of WAVE water bill for the Town and Poors field: **£52.91** (money to be transferred from the 23/7/7.23 Town and Poors account when access reinstated).

23/7/7.24 To agree in advance August payment of the Clerk's wages: **341.04** (amount to be confirmed by payroll provider).

23/7/7.25 To agree in advance August payment of A. Murphy's cleaning invoice: **£44.00**.

23/7/7.26 To agree in advance August payment of the Total Energies invoices- amounts to be received.

23/7/7.27 To agree in advance August payment of the Brookfield Contracting grasscutting invoice for August: **£264.00** (inc. VAT).

23/7/7.28 DM Payroll Services Ltd invoices for first half of 2023/24 financial year: **£60.00** (no VAT).

23/7/8 Assets – Provision/Maintenance

23/7/8.1 Weekly Ferriman Road Play Area's Inspection.

23/7/8.2 Update regarding the Community Room and contents of the cupboards.

23/7/8.3 Update from Cllr GR regarding The War Memorials Trust.

23/7/8.4 Update regarding the defibrillator. To note: currently bids are being invited for £1 million defibrillator fund.

23/7/8.5 Update from Cllr UB regarding the Jubilee plaques outside The Manor Farm House.

23/7/8.6 Further discussion of the open space in Spaldwick including potential equipment to be presented by Cllr JO'D.

23/7/8.7 Update from Cllr SJR regarding the MVAS Flashing Speed sign.

23/7/8.8 Update from Clerk regarding registration of the titles for the Village Greens in Spaldwick.

23/7/8.9 Further discussion regarding Church Lane (uneven road surface from tree roots).

23/7/8.10 Update regarding installing a base for the Jubilee bench.

23/7/8.11 Update regarding IT provision.

23/7/9 Highways, footpaths, byways, gritting bin, trees, etc.

23/7/9.1 LHI update regarding the 40mph buffer zones and gates.

23/7/9.2 No note: a fault report for footpath 12 has been submitted to CCC by M. Ager as it is overgrown.

23/7/9.3 To discuss and formulate a comment to submit on the Initial Overview report Felixstowe to Midlands.

23/7/10 Update regarding St. James' church.

23/7/11 To consider any training requirements.

23/7/12 To consider marking of the new allotment gates as an enhanced security measure.

23/7/13 To consider offer of collaboration email received from Community Wellness- Fitness rush.

23/7/14 To consider adopting email privacy notices for all Council emails (draft circulated); this is following recommendations received from CAPALC during the internal audit.

23/7/15 To consider adopting a Data Protection Policy (draft circulated); this is following recommendations received from CAPALC during the internal audit.

23/7/16 Any items for the next edition of Spaldwick News.

23/7/17 **Correspondence** (-previously circulated)

23/7/17.1 Greater Cambridge Partnership: Have your say on Addenbrooke's Roundabout

23/7/17.2 NALC: Chief executive's bulletin

23/7/17.3 CAPALC June Bulletin

23/7/17.4 Highways: Updated 2023 Gripfibre Micro Asphalt program

23/7/17.5 HDC: Community Ownership Fund

23/7/17.6 HDC: Invitation: Reduce waste in Huntingdonshire | 12th July

23/7/17.7 Cambridgeshire Matters - June 2023

23/7/17.8 Protection Approaches: Free Community Builder Training (online)

23/7/17.9 Addiction Advocates: Alcohol Awareness week

23/7/17.10 Highway events diary- July 23

23/7/17.11 CCC: TMC Incident Report - June 2023

23/7/18 Councillors' questions.

23/7/19 **Date of the next meeting:** Thursday 21st September.