

HOLYWELL-CUM-NEEDINGWORTH PARISH COUNCIL

Needingworth Village Hall, Overcote Lane,

Needingworth, St Ives. PE27 4TU.

Wednesday 1st May 2024

To all members of the Council, you are hereby summoned to attend a meeting of Holywell-cum-Needingworth Parish Council to be held at Millfield's on Tuesday 7th May 2024 at 7.00pm for the purpose of transacting the following business.

The meeting will be open to the public unless the Council otherwise directed.

JBowd

J A Bowd Clerk to the Council

1. Election of Chairman.

1.1 To elect a Chairman for 2024/25

1.2 To receive Chairman's Declaration of Acceptance of Office

2. Apologies.

To receive and accept Apologies for Absence.

3. Election of Vice Chairman.

3.1 To elect a Vice – Chairman for 2024/25

4. Parish Council Committees.

4.1 To approve members of the Parish Council Committees 2024/25

5. Parish Council Representatives on Outside Bodies.

5.1 To nominate Parish Council Representatives to outside bodies for 2024/25

6. Declarations of Interest.

To receive Declarations of Disclosable and/or Non-Disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.

7. Minutes.

(i) To confirm the Minutes of the Meeting held on 2nd April 2023.

8. Public Forum.

To allow any member of the public to address the council on matters on the agenda.

Time Allowed 10 minutes.

9. District and County Councillor Reports.

To receive verbal reports from district and county councillors.

10. To note the resignation of Councillor T Head.

11. Committees.

To note the following draft minutes.

(i) Leisure Facilities 16th April 2024.

(ii) Planning & Finance 16th April 2024.

12. Clerk's Report.

To receive written report.

13. Finance and Risk.

13.1 To approve accounts for payment to be made on Thursday 9th May 2024.

13.2. To approve accounts for Payment made for the period 3rd April 2024 – 7th May 2024.

13.3 To note the budget report as at 30th April 2024

13.4 To note the bank reconciliation as at 31st March 2024 and 8th April 2024

13.5 To consider reimbursement of staff travel expenses – delivery of papers.

13.6 To receive a report on meeting with CCC re land at Millfield's/Falklands Walk.

- 13.7 To ratify decisions to utilise CIL funds for the purchase of the following:
- Bleed box £425.00(Planning & Finance 16th April 2024 item 81.4)
 - Parish Noticeboard £1650.00(Planning & Finance 16th April 2024 item 81.5)
 - Speed humps £885.39 (Leisure Facilities 16th April 2024 item 26)
- 13.8 To consider replacement of J Deere X590 Ride on mower.
- 13.9 To receive RoSPA report dated 17th April 2024 and agree actions.
- 13.10 To consider quotes for repair to Overcote Lane Car park.

14. Planning.

14.1 To note the following applications that have been approved:

- (i) Application ref: 24/00061/HHFUL Proposed side extension plus garage conversion.
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15. Community Engagement.

- 15.1 To receive a report on AED training session 10th April 2024.
- 15.2 To receive a verbal report on Parish Councillor surgery 11th April 2024.
- 15.3 To receive an update on plans for D-Day 80 event 6th June 2024.
- 15.4 To approve a date for the removal of the Fire Hooks for renovation and any associated actions.

16. Policy.

To review and approve the following documents: -

- (i) Parish Council structure.
- (ii) Standing orders
- (iii) Financial regulations. – to follow
- (iv) Information and Data protection
- (vi) Communications.
- (vii) S137 for financial year 2023/24 & limits for 2024/25
- (viii) Code of Conduct.
- (ix) Sickness absence policy
- (x) Chairmanship
- (xi) Complaints procedure

18. Correspondence.

To receive correspondence and agree any actions: -

- (i) To note receipt of King Charles III Portrait and agree location for display.
- (ii) To note Cyclic drainage cleansing dates – Cambs. County Council.

19. Items to report (for information only and not for resolution.