

# THE STUKELEY'S PARISH COUNCIL

## Meeting to be held on Monday 2<sup>nd</sup> June 2014 at 7:30pm at the Little Stukeley Village Hall

**Proper Officer/Parish Clerk –** Mrs Carole Pollock, 5 Gore Tree Road,  
Hemingford Grey, Cambridgeshire PE28 9BP

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Members of the public and press are welcome to attend the meeting.

*C Pollock*

Mrs C Pollock - Proper Officer/ Parish Clerk  
to The Stukeley's Parish Council  
27<sup>th</sup> May 2014

MEMBERS: 9

QUORUM: 3

### **AGENDA**

- 1 Election of Chairman
- 2 Election of Vice-Chairman
- 3 Declaration of acceptance of office of the Councillors and Chairman.
- 4 Review and confirmation of the ToR for the
  - a Rights of Way Committee
  - b Lighting Committee
  - c Playing Fields Committee
  - d Finance Committee
  - e Personnel Committee
  - f Planning Advisory Group
- 5 Nominations to the following Committees and offices:
  - a Rights of Way Committee
  - b Lighting Committee
  - c Playing Fields Committee
  - d Finance Committee
  - e Personnel Committee
  - f Planning Advisory Group
  - g Tree Officer
  - h Dog Warden
- 6 Review and confirmation of the Council's
  - a Standing Orders
  - b Financial Regulations
  - c Representation on external bodies and arrangements for reporting back
  - d Inventory of assets
  - e Risk Assessment and arrangements for insurance cover in respect of all insured risks
  - f Complaints Procedure
  - g Procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
  - h Disability Access Policy
  - i Staff Grievance Procedure and Staff Disciplinary Policy
  - j Code of Conduct
  - k Dispensations Procedure

**I Membership of other Bodies**

**7 Setting of the dates, times and places of Ordinary Meetings of the Council for the year 2014/15**

**8 To receive and approve Apologies for Absence**

**9 Councillors' Declaration of Disclosable Pecuniary and Other Interests**

*To receive Declarations of Disclosable Pecuniary and Other Interests from members, as set out in Chapter 7 or the Localism Act 2011 and the nature of those interesting relating at any Agenda item.*

**10 Public Participation Session**

*Parishioners are permitted to make representations, answer questions and give evidence in respect of any item of business included in this Agenda.*

**11 County/ District Councillors' Update**

**12 Minutes of the previous meeting**

To approve as a correct record the Minutes of the meeting held on the 12<sup>th</sup> May and 22<sup>nd</sup> May 2014

**13 Matters Arising from the previous meeting**

**14 For Information Only**

**15 Huntingdonshire Local Development Scheme 2014**

To consider a response to the consultation

**16 Co-option for Parish Councillor Vacancy**

To consider procedure for co-option for the Parish Councillor vacancy.

**17 Village Maintenance and Repairs**

To consider and review what areas of maintenance and repairs are needed to be carried out in the village

**18 Bus Shelter**

To consider the provision of a bus shelter on the west side of Ermine Street, Little Stukeley

**19 To receive updates and reports on current issues on the following:**

- a** Playing Fields
- b** Rights of Way
- c** Market Town Transport Strategy
- d** Traffic and Highways Issues
- e** Allotments

**20 Recycling of Electrical Goods**

To consider date for a further collection

**21 Financial Matters**

- a** To approve accounts for payment:
  - i** T & S Gardening Grass Cutting £ 1,118.40
  - ii** E-on Electricity £ 55.57 plus VAT
  - iii** Clerk's salary C. Pollock (May) £ 581.12

		(incl backpay Mar/Apr 14)		
iv	Clerk's Expenses	Office Space Allowance	£	26.00
v	Clerk's Expenses	Expenses (May)	£	32.09 plus VAT
vi	HMRC	PAYE (Apr-June)	£	135.97
vii	HAPC	Hire of Office Equipment	£	14.44
viii	Staples	Stationery & Postage	£	15.38 plus VAT
ix				
b	To note receipts			
i	HMRC	VAT Refund	£	2,141.79
ii	HDC	Precept Instalment	£	12,925.00
iii	SMYFC	Field Rent (May)	£	35.00
c	To review and amend bank account signatories.			

## 22 Planning

### a Outstanding Matters

To receive a report on the status and progress

### b Application determined by HDC

To note the outcome

### c Applications awaiting determination by HDC

To note the outcome

### d New Applications

To consider new applications

## 23 Alconbury Weald

a To receive an update report

b To consider an invitation from U&C to visit the development site

## 24 Correspondence

To note correspondence received

a Email: ACRE – News Digest

b Emails: Rural Services Network- Weekly News Digests

c Email: ACRE- Affordable Rural Housing - Mythbuster Tour

d Letter: Joanne Lancaster – HDC – Planning Dept Staff

e Letter: Diane M Gee

f Email: HDC – Retail Rate Relief

g Email: M Womsley-Carter – Allotment Weeding

h Email: M Womsley-Carter -22 Church Road

i Email: Connecting Cambridgeshire -Update

j Email: HDC - Huntingdonshire Local Development Scheme 2014

k Email: CFT- Cambridgeshire Future Transport: Second Working Group meeting - Area F

l Email: J Djanogly - Huntingdon Constituency Report

## 25 Publications Received

## 26 Matters for Future Consideration

*Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore the Council cannot lawfully raise matters for discussion.*