Graveley Parish Council

I hereby give notice that the Parish Council Meeting of Graveley Parish Council will be held on Thursday 7th November 2019 at 7.30pm, in Graveley Village Hall, 100 High Street, Graveley

The Public & Press are cordially invited to be present (except for any item on the agenda labelled confidential). The order of business maybe varied at the Chairman's discretion.

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

Signed: SE Meech Proper Office/Parish Clerk

Agenda

1. **To Accept Apologies for Absence**
2. **To Accept Parish Councillors Declarations of Interest for Matters on the Agenda**
   Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012 following adoption of the Code of Conduct. **ALL dispensations requests much be made to the Clerk prior to the meeting.**
3. **To Agree to hold a Public Forum**
   Councillors with pecuniary interests must leave the room immediately prior to any discussion on a disclosed interest this could be during the public forum or elsewhere on the agenda. Councillors cannot remain in the room to hear the representations of others nor make any representation to the meeting. Please note: When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure (if not done in Item 2) and leave the meeting. At the close of this agenda item members of the public will no longer be permitted to address the Council.
4. **To Approve the Minutes of Meeting held on Thursday 26th September 2019**
5. **Matters Arising from the Minutes, Report of any actions and Resolutions from last meeting**
6. **To Accept a Report from County and District Councillors**
7. **To Discuss Planning Matters**
   a. Applications received for consideration
      i. S/3459/19/LB – Duck End Farmhouse, Offord Rd PE19 6PP – Retention of garage in the style of traditional cart shed – comments to be submitted by 12/11/19
   b. Decisions received from South Cambs District Council
      i. S/2665/19/FL – 16 High Street, Graveley PE19 6PL – Installation of external walls insulation with a white coloured 1.5mm render finish - Granted
8. **Village Hall**
   a. Update on progress with insurance/energy performance certificate/hirers liability insurance
9. **Matters for discussion/correspondence received**
   a. Clerk to present quotations that have been received for energy supply for streetlights in parish and councillors to discuss and agree which supplier to use
   b. Cambridgeshire & Peterborough Against Scams Partnership (CAPASP) to discuss and agree if the council would like to be added as a supporter
   c. Cambridge Water Service – renewal quote received for discussion and decision to be made by the council whether to proceed for another year with a long-term agreement
   d. Email received from resident over burst pipe that is creating flooding on the footpath that goes from Church Lane to Godmanchester – council to discuss and make decision on action
   e. Cotton Farm Wind Farm – Community Benefit Fund – Grant Approved for £9,225.88 – councillors to discuss options for expenditure of grant
   f. Review and approval of the Cambridgeshire Highways LHI feasibility report
10. **Finance and Policy**
    a. To accept account review to date and bank reconciliation
    b. To advise of payments received
       i. SCDC – 2nd instalment of precept - £3,036.65
    c. To approve the following payments to hand
       i. E.on Energy (Direct Debit 22/10) – Village Hall Electricity - £15.62
       ii. T Rogers – Salary (Sept/Oct 19) – £93.57
       iii. HMRC – Tax (T Rogers) - £23.40
       iv. S Etherington-Meech – Salary (Sept/Oct 19) – £81.82
       v. HMRC – Tax (S Etherington-Meech) - £20.40

vi. Six Village Newsletter – Annual donation - £100.00
vii. Cambridge Water Services – Water bill for Village Hall - £82.76
viii. Ted Allgood – Grass/verge cutting - £500.00

d. To discuss the draft budget for 2020/21 and consideration of precept setting
e. Updated model financial regulations
f. Changes to Unity bank account to be made with to allow clerk access to account and remove previous clerk from account

11. To accept notices and matter for the next agenda

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.

12. Date and time of next meeting – Thursday 12th December 2019

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

13. Staff/HR issues