

HEMINGFORD ABBOTS PARISH COUNCIL

Annual Meeting of the Parish Council to be held on Wednesday 31st May 2017 at 8:00 pm at the Hemingford Abbots Village Hall

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.

Mrs C Pollock - Clerk to Hemingford Abbots Parish Council
24th May 2017

MEMBERS: 7 QUORUM: 3

AGENDA

- 1 **Election of Chairman**
- 2 **Election of Vice-Chairman**
- 3 **Declaration of acceptance of office of Chairman**
- 4 **Minutes of the previous meeting**
To approve as a correct record the Minutes of the meetings held on the 26th April 2017.
- 5 **Review of the ToR of the Personnel Committee**
- 6 **Nominations to the Personnel Committee**
- 7 **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 **Press and Media Policy**
 - i **Grievance Procedure**
 - j **Code of Conduce**
 - k **Dispensations Procedure**
 - l **Training Statement of Intent**
 - m **Voluntary and Community Sector Grants Policy**
 - n **Membership of other Bodies** CAPALC, CPRE and SLCC
- 8 **Setting of the dates, times and places of Ordinary Meetings of the Council for the year 2017/18**

- 9 To receive and approve Apologies for Absence**
- 10 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.
- 11 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.
- 12 Matters Arising from the previous meeting**
- 13 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 determine the response to the statutory consultation
- i 18 Rideaway Drive – 17/00850/HHFUL –** Single storey extension to rear of dwelling
- ii Adjacent 10 Chapmans – 17/00944/HHFUL –** Demolition of 9 existing garages and erection of one 4 bed-roomed dwelling.
- iii Land West of Royal Oak Corner, Royal Oak Lane – 17/00917/HHFUL –** Erection of a 5-bed one and a half storey dwelling.
- iv The Meads, Royal Oak Lane – 16/01674/HHFUL –** Retrospective application for the erection of a garden fence.
- v Sedges, New Road – 17/00936/HHFUL –** Two storey front extension, remove carport and add new garage, pitched roof above front flat roof, new aluminium windows and doors throughout.
- vi Royal Oak Corner, Royal Oak Lane – 17/01081/TREE –** T1 – Yew, crown raise over driveway to 3.5m. T2 – Horse Chestnut, crown raise over drive to 3.5m and 2.5m to gates and door, lift canopy to create a min 2m clearance, remove deadwood. T3 and GP1 – Katsura, Cherries and Oak, cut and remove ivy and remove deadwood.
- e Possible Development at Hemingford Abbots Golf Course**
To report on current situation and confirmation of any further action by the Parish Council
- 14 Godmanchester Submission Neighbourhood Plan Consultation**
To consider a response to the consultation
- 15 Village Maintenance and Repairs**
To consider:
- a** Request for funding for daffodil bulbs for planting in New Road
- b** Funding for the cleaning of village signs
- c** What areas of maintenance and repairs are needed to be carried out in the village.
- 16 Highway Faults, Repairs and Issues**
To consider:
- a** Inviting the A14 mobile information centre to the village
- b** To review outstanding and current highway faults, repairs and issues

17 Financial Matters

- a** To agree and sign the 2015/17 Annual Return Section 1 (Annual Governance Statement)
- b** To agree and sign the 2016/17 Annual Return Section 2 (Accounting Statements) and approve 2016/17 Financial Statements.
- c** To approve accounts for payment:
- | | | | | |
|-----|----------------------------|----------------------------|---|-------------------|
| i | Clerk's salary | For May 2017 | £ | 335.30 |
| ii | Clerk's expenses | May 2017 Office & Gen Exps | £ | 26.00 |
| iii | HAVH | Room hire Jan-June 2017 | £ | 81.00 |
| iv | CAPALC | Subscription | £ | 235.97 |
| v | Namesco Ltd (J Brown Reim) | Domain name renewal | £ | 26.39 |
| vi | Staples UK Ltd | Stationery & Postage | £ | 89.67 plus VAT |
- d** To approve accounts already authorised and paid:
- | | | | | |
|---|--------------------|-------------|---|--------------------|
| i | Richard Buxton Law | Legal Costs | £ | 750.00 plus VAT |
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- e** To consider application for financial assistance to:
- | | | | | |
|---|---------------------------------|--|--|--|
| i | Hemingford Peace Memorial Field | | | |
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18 Correspondence

To note correspondence received

- a** Email: HPMF Agenda and Minutes
- b** Email: CCC Bulletins, News Releases & Briefings
- c** Email: Passenger Transport - Changes to Local Bus Services
- d** Email: CCC – Hunts Forum Newsletters, Bulletins & AGM Invitation
- e** Email: CAPALC/NALC Newsletters/Bulletins/Corrections
- f** Email: CPRE Newsletters
- g** Email: HMPF – Grant Application
- h** Email: Mick George Ltd- Meeting on Proposed Mick George Waste recycling and concrete batching facility at Hemingford Abbots Golf Course
- i** Email: Alan Brand – Land at Royal Oak Corner
- j** Email: A14C2H Newsletter – Highways England & Robin Waters (HGPC)
- k** Email: HDC - Godmanchester Submission Neighbourhood Plan Consultation
- m** Email: HDC – Tree Safety Seminar Proposals
- n** Email: CCC/HAVH - Hemingford Abbots Village Hall - Double Yellow Lines
- o** Email: NALC - LGC/NALC supplement survey
- p** Email: CCC – Community Right to Bid application

19 Publications Received

20 Matters for Future Consideration