

## Fen Ditton Parish Council

[www.fenditton-pc.org.uk](http://www.fenditton-pc.org.uk)

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**Parish clerk:** Mrs Sarah Smart, Barton Ley, Bannold Drove, Waterbeach, Cambridge, CB25 9QQ

All members of the Council are summoned to attend the Virtual Annual Meeting of Fen Ditton Parish Council on Tuesday, 4<sup>th</sup> May, 2021 at 7.30 p.m. for the purposes of considering and resolving the business to be transacted at the meeting as set out in the agenda below.

Meeting ID: Meeting ID: 980 4501 1125

Password will be provided on request

Members of the public are invited to address the meeting between 7.30 p.m. and 7.45 p.m.

Sarah Smart  
Clerk

### A G E N D A

**LGA 1972 s12 10(2)(b) states that business must be specified on the agenda; therefore the Council cannot lawfully agree any matter that is not on the agenda. \* indicates an agenda item for reporting only**

- 1/1 To elect a chairman
- 2/2 To receive apologies
- 3/3 To elect a vice-chairman
- 4/4 To appoint councillors/representatives to the following responsibilities and appointments:
  - i. Cemetery
  - ii. Conservation
  - iii. Crime and Welfare
  - iv. Finance
  - v. Highways and Transport
  - vi. Website
  - vii. Newsletter
  - viii. Planning
  - ix. Strategic planning
  - x. Marshalls Consultative Committee
  - xi. Tree warden
  - xii. Elizabeth March Foundation
  - xiii. Quy Fen Trust
  - xiv. Responsible Financial Officer
  - xv. School liaison officer
- 5/5 Open forum for members of the public
- 6/6 To approve the Minutes of the meeting held on 6th April, 2021
- 7/7 To receive declarations from Councillors as to the disclosable pecuniary and non-pecuniary interests in relation to any items on the agenda
- 8/8\* Clerk's report and matters arising from the Minutes
  - i. Replacement trees – no information
  - ii. Entrance gate on High Ditch Road – no information

- 9/9 To approve payments made during the month and accounts for payment:
- |  | Cheq. No | Amnt   |
|--|----------|--------|
| British Telecommunications                                 | DD       | 39.76  |
| Haven Power – street lights                                | DD       | 16.97  |
| Hayden Woodruff – bus shelter                              | 101774   | 15.00  |
| Buchans – verges, churchyard, cemetery, recreation ground, | 101775   | 752.84 |
| St Ives Quickprint Ltd                                     | 101776   | 148.00 |
| Royal Mail – survey  | 101777   | 0.62   |
| HM Revenue & Customs                                       | 101778   | 117.40 |
| Sarah Smart – April salary                                 | 101779   | 470.43 |
- 10/10 To note money received  
SCDC – precept: £16403
- 11/11 To receive report from County Councillor
- 12/12 To receive report from District Councillors
- 13/13 To consider following planning applications and tree works applications
- |              |                                    |   |
|--------------|------------------------------------|---|
| 21/01007/FUL | Greenhouse Farm,<br>Newmarket Road | Material change of use from dwellinghouse to children’s charity office and counselling centre with no operational development |
|--------------|------------------------------------|---|
- 14/14 Planning application responses from SCDC:  
Refused:
- |                |             |  |
|----------------|-------------|--|
| 21/00515/CL2PD | 6 Green End | Certificate of lawfulness under S192 for a loft conversion including rear a facing dormer and rooflights |
|----------------|-------------|--|
- 15/15 To receive end of year financial information
- i. Final quarter and end of year expenditure and income
  - ii. To receive and approve bank reconciliation to 31<sup>st</sup> March, 2021
- 16/16 To approve Annual Return for 2020/2021
- i. Annual Governance Statement
  - ii. Accounting Statement
- 17/17 To receive progress report on project to repair cemetery wall
- 18/18 To consider and approve as appropriate the tree planting scheme for Green End. High Street, Ditton Lane, High Ditch Road, Wrights Close. Musgrave Way, the recreation ground and the cemetery
- 19/19 To consider and approve as appropriate options and quotations for repair of handrails from recreation ground to Green End
- 20/20 To consider proposed street names for development off Newmarket Road
- 21/21 To authorise and arrange:
- i. Litter pick
- 22/22 To authorise working party and expenditure for refurbishment of telephone box
- 23/23 To agree working party for working with architect for redevelopment of pavilion
- 24/24 To receive correspondence
- 25/25 To accept notices and matters for the next agenda
- It should be noted 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 agree any matter that is not on the agenda.

**The next meeting of the Council will be held on Tuesday, 1st June, 2021 at 7.30p.m.**