

Fen Ditton Parish Council

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 Annual Meeting of Fen Ditton Parish Council on Tuesday, 17th May, 2022 at 7.30 p.m. in the church for the purposes of considering and resolving the business to be transacted at the meeting as set out in the agenda below.

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: <ul style="list-style-type: none">i. Cemeteryii. Conservationiii. Crime and Welfareiv. Financev. Highways and Transportvi. Websitevii. Newsletterviii. Planningix. Strategic planningx. Marshalls Consultative Committeexi. Tree wardenxii. Elizabeth March Foundationxiii. Quy Fen Trustxiv. Responsible Financial Officerxv. School liaison officer | | | | | | | | | | | | | | | | | | |
| 5/5 | Open forum for members of the public | | | | | | | | | | | | | | | | | | |
| 6/6 | To approve the Minutes of the meeting held on 5th April, 2022 | | | | | | | | | | | | | | | | | | |
| 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:
Churchyard contract – health and safety | | | | | | | | | | | | | | | | | | |
| 9/9 | To approve payments made during the month and accounts for payment: <table><thead><tr><th></th><th>Cheq. No</th><th>Amnt</th></tr></thead><tbody><tr><td>British Telecommunications</td><td>DD</td><td>32.95</td></tr><tr><td>Drax – street lights</td><td>DD</td><td>16.62</td></tr><tr><td>Hayden Woodruff – bus shelter</td><td>101869</td><td>30.00</td></tr><tr><td>Buchans – verges, churchyard, cemetery, recreation ground,</td><td>101868</td><td>2087.48</td></tr><tr><td>St Ives Quickprint Ltd</td><td>101870</td><td>170.00</td></tr></tbody></table> | | Cheq. No | Amnt | British Telecommunications | DD | 32.95 | Drax – street lights | DD | 16.62 | Hayden Woodruff – bus shelter | 101869 | 30.00 | Buchans – verges, churchyard, cemetery, recreation ground, | 101868 | 2087.48 | St Ives Quickprint Ltd | 101870 | 170.00 |
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South Cambridgeshire District Council – waste collection	101871	604.50
HM Revenue & Customs	101872	149.80
Sarah Smart – April salary + backdated pay rise	101873	599.77
Sarah Smart – expenses – Norton annual	101874	97.99

- 10/10 To note money received
SCDC – precept: £20085; Donations for defib: £84.42; cemetery fees: £85
- 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
- | | | |
|----------------|-------------------------|--|
| 22/01596/PRIOR | Land at Horningsea Road | Installation of a 15m Phase 9 super slimline Monopole and associated ancillary works |
| 22/0492/TTCA | 14 High Ditch Road | Top and fell to ground level – silver birch |
- 14/14 Planning application responses from SCDC:
Approved:
- | | | |
|---------------|-------------------------------|---|
| 22/01197/HFUL | Hardwick House, High Ditch Rd | Retrospective conversion of existing garage/workshop to annex |
|---------------|-------------------------------|---|
- Appeal Dismissed:
- | | | |
|-----------------|-----------------|---|
| 21/03223/PRI16A | Horningsea Road | Proposed 20m Phase 8 monopole C/w wraparound cabinet at base and associated ancillary works |
|-----------------|-----------------|---|
- 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 31st March, 2022
- 16/16 To approve Annual Return for 2021/2022
- i. Annual Governance Statement
 - ii. Accounting Statement
- 17/17 To receive progress report on project to repair cemetery wall
- 18/18 To co-opt councillors to fill vacancies arising from not enough candidates nominated for poll
- 19/19 To agree update to Standing Order 18 – Financial Controls and Procurements to bring it in line with the procurement position post-Brexit
- 20/20 To consider proposed street names for Phase 2 of the development off Newmarket Road
- 21/21 To amend bank mandate:
- i. Remove signatories of those who are no longer councillors; Eva Dangerfield and Mark Easterfield
 - ii. To agree two councillors as replacement signatories
- 22/22 Pavilion redevelopment:
Report of any progress/meetings held
- 23/23 To receive correspondence
SCDC – Stopping up Order of Public Footpath 9
- 24/24 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, 7th June at 7.30p.m.