LEIGHTON BROMSWOLD PARISH COUNCIL

Chairman: Bohdan Mysak Clerk to the Council: Ms Ramune Mimiene

NOTICE and AGENDA

2 Mar 2018 Dear Member,
You are hereby summoned to attend the Parish Council Meeting which will be held on Thursday **8 March 2018 at 7.30pm** at the Green Man to deal with the following business:
Public and Press are invited to attend.

OPEN MEETING **Each person wishing to address the Council can speak for a maximum of 3 minutes, subject to the Chairman's discretion. This part cannot be longer than 15 minutes.**

2017/2018 Financial Year

1803/254 To Receive Apologies and Reasons for Non-Attendance
1803/255 Declarations of Interests for Members
1803/256 To Receive and Approve the Minutes of the Parish Council Meeting on 11 Jan 2018
1803/257 Matters Arising from those Minutes not included below

1803/258 To Note 2 Vacancies for a Parish Councillor – PC can co-opt to fill the Vacancies
1803/258.1 Outcome re: the 3rd letter to Parishioners appealing for Councillors, Cllr BM

1803/259 Planning

- Proposal: Re-tile existing peg tiles mixed with concrete tiled roof on single and two storey extension to the rear of the property. Re-thatch the original thatched roof of the property using long straw. Site Address: 31 Sheep Street Leighton Bromswold Huntingdon, Reference: 18/00336/LBC – *PC comments by 16 Mar 18*
- Proposal: Removal of existing extension: construction of new part single/part 2 storey extension to existing listed building. Site Address: 3 Sheep Street Leighton Bromswold Huntingdon, Reference: 18/00096/HHFUL & 18/00105/LBC – *PC comments by 9 Feb 18, PC agreed not to comment.*

1803/260 Clerk's Report
1803/261 Finance
1803/262.1 Income YTD (31.01.2018) £7,114 v Budget £7,600; Expenditure YTD (31.01.2018) £6,484 v Budget £7,600
1803/262.2 Cashbook up to date
1803/262.3 Bank Reconciliation (for Dec 17 and Jan 18) - balanced
1803/262.4 Banking situation, outcome re: Mandate form for Cllr J Taylor
1803/262.5 Financial Risk Assessment and Financial Regulations
1803/262.5.1 To Approve the updated Risk Assessment as addressed by External auditors
1803/262.5.2 Financial Regulations – response to Auditor comments.
1803/262.6 To note Feb 18 payments which were approved by email as agreed at the earlier meetings in Dec 17:

				-£355.69		£0.00
Date	Cheque Numb	Payee and Description	Powers and Duties	Amount	VAT Clai	VAT Claim
05/02/2018	729	Ramune Mimiene, Clerk's wages Jan 18	LGA 1972 s111	-£297.77	N	£0.00
05/02/2018	730	HMRC Tax deductions from Clerk's wages, Jan 2018	LGA 1972 s111	-£16.80	N	£0.00
05/02/2018	DD	NEST pensions contributions Jan 18	LGA 1972 s111	-£33.12	N	£0.00
05/02/2018	731	Ramune Mimiene expenses on running cost of PC Jan 18	LGA 1972 s111	-£8.00	N	£0.00

1803/262.7 To approve 8 Mar 18 payments:

				-£251.22		£0.00
Date	Cheque Numb	Payee and Description	Powers and Duties	Amount	VAT Clai	VAT Claim
08/03/2018	732	Ramune Mimiene , Clerk's wages Feb 18	LGA 1972 s111	-£211.42	N	£0.00
08/03/2018	733	Ramune Mimiene, expenses on running cost of PC Feb 18	LGA 1972 s111	-£17.54	N	£0.00
08/03/2018	DD	NEST pensions contributions Feb 18	LGA 1972 s111	-£22.26	N	£0.00

1803/263 Set up of new PC Website: Cllr GT
1803/263.1 Outcome after the Website meeting held on 30 Jan 18

1803/263.2 Advertising of the website
1803/263.3 Discuss how website is to be maintained on an on-going basis
1803/263.4 Discontinuance of existing site

1803/264 Playing Field, Cllr BM
1803/264.1 Weekly inspection
1803/264.2 Notice Board repairs
1803/264.3 Recreation field: On-going financial support, management, and maintenance, volunteers needed
1803/264.4 Recreation field: Re pairs/refurbishment following inspections by Cllrs Cook/ Mysak
1803/264.5 Financial support requested for bark replacement

1803/265 Grass cutting in the parish: renewed contracts

1803/266 Tree Report, Cllr NC
1803/266.1 The request for reduction of sycamore outside No 3 Staunch Hill
1803/266.2 Outcome re: Replacement of Silver Birch by 29 The Avenue

1803/267 Storage/ Disposal of Parish Council Archives, Cllr BM
1803/267.1 Disposal of Archived files
1803/267.2 Filing cabinet delivered to Clerk

1803/268 To Approve Standing Orders, Code of Conduct and all other Council documents Cllr BM

1803/269 The Pensions Regulator – declaration completed, Council enrolled the Clerk into NEST (National Employment Savings Trust) scheme. The first payment to NEST confirmed on 12 Feb 18 (for January 18) when DD was finalised by NEST

1803/270 To discuss Neighbourhood Plan to replace Parish Plan, Cllr BM

1803/271 To discuss Parish communications, Cllr BM

1803/272 To discuss the quote re: village seat maintenance, Cllr NC Quote for the NB refurbishment works

1803/273 To discuss the issue PC faces regarding the grain lorries going through the village, as per parishioner's email dated 2 Feb

1803/274 To discuss and consider GDPR (General Data Protection Regulation) – a new legislation coming into force on 25 May 2018. To approve Clerk's attendance at the workshop organised by CAPALC on 16 Mar 18

1803/275 Elections 3 May 2018

1803/276 Correspondence

1803/277 Councilors' Questions

Please, note that no decisions can lawfully be made under this item. Business must be specified.
Therefore, Council cannot lawfully raise matters for decision.

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.

1803/278 Clerk's contract: Amendment made regarding monthly payment and pension scheme

1803/279 Date of the Next Meeting: Thu 10 May 2018 at 7.30pm at the Green Man

Signed (Clerk) Ramune Mimiene Date: 2 March 2018

Ms Ramune Mimiene
Tel. No. 01480 535265