

LEIGHTON BROMSWOLD PARISH COUNCIL

Chairman: Bohdan Mysak; Clerk to the Council: Penny Wood

2019/20

NOTICE and AGENDA

Dear Member, You are hereby summoned to attend the Annual Parish Council Meeting which will be held on **Wednesday 6th November at 7.30pm in 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.

1911/01 **To Receive Apologies and Reasons for Non-Attendance**

1911/02 **Chairman's Opening Remarks**

1911/03 **Declarations of Interests for Members (Disclosable Pecuniary Interests)**

1911/04 **To Receive and Approve the Minutes of the Parish Council Meeting 4 September 2019**

1911/05 **Matters Arising:**

1911/06 **Still two vacancies on Council.** If you are interested and want to know more about what is involved, please contact the Chairman.

1911/07 **Clerk's Report**

1911/07.1 Finance to 31 Oct, Income **£7,717**

Finance to 31 Oct, Expenditure **£3,186**

Since Sept Interest received **£3**

Thanks to Social Committee for their donation to parish insurance (not yet banked) **£100**

Paid to RH Martin, 2nd of 2 payments for Village and Churchyard Grass-cutting **£500**

Paid to RH Martin, for Petrol purchased for grass cutting **£260**

Paid to Netwise, Std Package Support & Maintenance (not prev minuted) **£250**

Paid to Netwise, Domain Renewal (not prev minuted) **£15**

Bank Balance (includes recommended minimum reserve) **£10,353**

1911/07.2 **Bank Reconciliation to end of Oct:** Reconciled in full. Cashbook in line with Bank Statement.

1911/07.3 **Banking:** No issues at present.

1911/07.4 **Certificate of Exemption** Cllr. Mysak to list action points.

1911/07.5 **Annual Review of Policy Documents:** Financial Regulations - no changes (BM/NC)
Standing orders: Revert back to 2017 (pre GDPR) plus GDPR amendments. (agreed Cllrs. NC/JC)
These policies will be circulated together Risk Assessment and Privacy Policies for approval prior to publication on the website. To be agreed at the Meeting.

1911/07.6 **Assets:** the list goes back at least 20 years. Stays at purchase cost until written off. Cllrs. NC and JC to approve writing off of swings.

1911/07.7 **2020/2021 Budget and Precept Request:** Council to discuss proposed budget and agree Precept Request. (to be returned before Dec 12).

1911/08 **Planning Report: Cllr JC**
No new items.

1911/09 **Playing field report: Cllr BM**
Swing replacement: Awaiting quotations for repair (welded sleeve supports).
Actions arising from the Inspection Report: most items are minimal. Zip wire needs tightening up. Cllr. BM to send order to Wickstead. Grub screws resolved by Cllr Troughton. No high priorities

1911/10 **Tree report: Cllr NC**
On going interest in replacing the dead tree at no. 29. Need a quote for a mature tree. Recommend just buying and planting one.
Tree Maintenance Staunthill East (incl No 3) concerned about sycamore tree roots going into segue and under house.
New tree survey to be carried out and updated by Cllr. NC plus parishioner

1911/11 **Defibrillator: Cllr Mysak**
CTV: Council to seek quotation on the installation of the CCTV.

1911/12 **Annual Grass Cutting of the A14 junction:** Although the grass has now been cut, it still is difficult to see the eastbound carriageway clearly because when in the centre of the crossover lane. Cllr. Mysak will try to arrange the meeting which was promised by Highways last year.
Cllr Mysak has spoken with Highways Agency and awaiting reply on date for meeting.

1911/13 **Website update:** Agendas and Minutes up to date as of May 1.
Financials still need to be updated. Cllr BM to action
Confirmation of Councillor contact details. Cllrs GT and DS to confirm (Cllr. NC and JC happy to give email and mobile no. for website. They will email Cllr. BM with permission. Other Councillors are requested to do same).
Latest Policy Documents to be added after final approval by Councillors. Meeting to agree.

1911/14 **War memorial posts in need of refurbishment/ replacement:** worst post has been replaced.

1911/15 **Refurbishment of village notice board:** Posts and painting completed. Some further work on the glass doors and possible replacement of the flower containers.

1911/16 **Check/ maintainance of other village street furniture:**
Bench: broken by parishioner has been repaired.
Council to consider carrying out a general survey for repair and maintenance.

1911/19 **Correspondence:** items of note:
HDC Countryside Services Volunteer Recruitment Poster
Community First Responder's (CFR), group (East of England Ambulance)
Houses in Multiple Occupation
Cambridgeshire Local Councils Conference 2019

1911/20 **Any Other Business**

New **Dates of future Meetings: 8 January 2020, 4 March, 6 May**

Signed Acting Clerk: Bohdan Mysak

Date: 31 October 2019