

# LEIGHTON BROMSWOLD PARISH COUNCIL

Chairman: Bohdan Mysak Clerk to the Council: Celia Bennett

## NOTICE AND AGENDA

Dear Member, you are hereby summoned to attend the **Annual Parish Council Meeting** which will be held on:

**Wednesday, 1 May 2024 at 1930 in St Mary's Church, Leighton Bromswold** to deal with the following business. Public and the press are invited to join.

**Councillors:** B Mysak (Chair), R Owen, A Clark, N Cook, P Mallace and G Troughton

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

1. **To receive apologies for non-attendance**
2. **To elect a Chairman**
3. **To elect a Vice Chairman**
4. **To receive Declarations of Acceptance**
5. **Declarations of Interests for Members (Disclosure of Pecuniary Interests)**
6. **Chairman's Opening Remarks**
7. **To receive and approve the Minutes of Parish Council Meeting held on Wednesday, 27 March 2024**
8. **Matters Arising from those Minutes not included below**
9. **Parish Council complement**
10. **CLERK'S REPORT**

(a) **To review accounts for approval for internal audit**

Since the Village Maintenance Grant was not received before the end of the financial year, the accounts were fully reconciled at 24 April 2024.

Bank balance to date:	£13,201.55
Cashbook balance to date:	£13,201.55

- (b) **To approve payment of repairs to the village lawn mower. Invoice from James Gamblen for £261.75 (£218.12 plus VAT of £43.63)**
- (b) **To approve payment of the £689.66 (£574.72 plus VAT of £114.94) to Kompan Ltd for inspection of the Zip Wire**
- (c) **To approve amended governing documents:**
  - Standing Orders
  - Financial Regulations
  - Data Protection Policy
  - Complaints Procedure
  - Code of Conduct for Members
  - Accessibility Statement
- (d) **Appointment of Councillor responsibilities for the coming year**
- (e) **To agree dates of Parish Council meetings for 2024. All meetings to take place in the Church commencing at 1930:**
- (f) **Flag site replacement: to establish responsibility.**
- (g) **Church Clock repairs: to establish responsibility.**
- (h) **CPALC: Training for Clerk and Councillors**

#### **11. LEIGHTON BROMSWOLD NEIGHBOURHOOD PLAN (LBNP)**

To note that a second meeting of the LBNP Steering Group took place on 17 April 2024. The Steering Group will bring to the Parish Council on the 3 July 2024 the initial submission for the Designation of the Leighton Bromswold Neighbourhood Plan Area so that it may:

- (a) formally advise HDC of its intentions, and,
- (b) start to look at any costs that may be incurred so that the Parish Council may consider them before its budget review in the autumn.

#### **12. PLANNING ISSUES (Councillor Clark)**

To receive an update on the possibility of protecting the Village Green with striped collapsible posts.

#### **13. PLAY AREA (Councillor Mallace)**

To receive a report on the Zip Wire maintenance.

#### **14. TREES (Councillor Cook)**

To receive a report on the tree officer's visit

15. **HIGHWAYS (Councillor Owen)**

To receive a report on grass cutting of the A14 central reservation

16. **FOOTPATHS (Councillor Troughton)**

To receive a report

17. **ENVIRONMENT (Councillor Mysak)**

To receive an update concerning drainage problems outside 41/43/45/47 The Avenue and Church Lane

18. **MEETING DATES FOR 2024**

To note the **Annual Parish Meeting** will be held on Wednesday, 15 May 2024 in St Mary's Church and to agree the date of the next Parish Council meeting.

19. **CORRESPONDENCE**

20. **ANY OTHER BUSINESS**

**THE NEXT MEETING WILL BE HELD IN JULY AS AGREED ABOVE At 10e (above)**

Copies of this agenda may be found on the Parish Council Website at <https://leightonbromswold-pc.org.uk/>

All enquiries should be made to the Clerk at [leightonbromswoldpc@hotmail.com](mailto:leightonbromswoldpc@hotmail.com)

*cb: 24 April 2024*