



# BENWICK PARISH COUNCIL

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Clerk: Mrs J S RICHARDSON

## To Members of the Council

13<sup>th</sup> May 2015

You are hereby summoned to attend the Annual General Meeting of Benwick Parish Council at the Village Hall, 62 High Street, Benwick PE15 0XA for the purpose of transacting the following business.

**On Monday 18<sup>th</sup> May 2015 at 7.30 p.m.**

Members of the public and press are invited to address the Council at its Public Time

Yours truly

Mrs J S Richardson  
Clerk/Proper Officer

## AGENDA

All Members are reminded that they need to declare any pecuniary and non-pecuniary interests before an item is discussed at this meeting under the Localism Act 2011.  
A resolution under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the special confidential nature of the business to be transacted must be proposed if any item should be discussed in Committee.

**PLEASE NOTE ALL MEETINGS WILL BE RECORDED FOR THE PURPOSE OF ASSISTANCE OF MINUTE TAKING ONLY.**

- 001/15-16 Election of Chairman**  
To elect the Chairman of the Parish Council and to receive the Chairman's Declaration of Acceptance of Office
- 002/15-16 Election of Vice Chairman**  
To elect the Vice-Chairman of the Parish Council and to receive the Vice-Chairman's Declaration of Acceptance of Office
- 003/15-16 Apologies for Absence**
- 004/15-16 Declarations of Interest**  
**Councillors to declare any interests in respect of any item to be discussed at this meeting:-**
  - a) **Disclosable Pecuniary Interest** )
  - b) **Non-Pecuniary Interest** )
  - c) **Sensitive Pecuniary Interest** )
- 005/15-16 General Power of Competence**  
To discuss criteria and eligibility
- 006/15-16 Election of Working Parties & Representatives** (Members are reminded that individuals are not allowed to make decisions or take actions on behalf of the Council. Any action or decision must be brought before the Council for prior sanction.)
  - Cemetery
  - Allotments (September Gardens and Town Ground)
  - Village Hall
  - Planning
  - Finance
  - Street Lighting
  - Highways
  - Land (The Pound)
  - War Memorial & Flag Pole
  - Mooring
  - Village Sign

007/15-16	Bus Shelter <b>Bank Signatories</b> To agree and appoint Bank Signatories	
008/15-16	<b>Internal Auditor</b> To report on Internal Audit Report for 2014/15 and approval for 2014/15 audit to be sent to External Auditor To agree and appoint the Internal Auditor for 2015/16	
009/15-16	<b>PUBLIC TIME</b>	
010/15-16	<b>Confirmation of Minutes</b> To sign and approve the Minutes of the Meeting held on 13th April 2015	
011/15-16	<b>Matters Arising (for information only)</b> Thank you email from F.A.C.T for donation Response from Highways re requests made (emailed 05/05/15)	
012/15-16	<b>Co-Option of Councillors</b> To discuss the Co-Option of Councillors, and agree actions required	
013/15-16	<b>Play Park</b> Update on current situation and identification of actions required	
014/15-16	<b>Police Matters</b> To report crime figures	
015/15-16	<b>Cycle Race 2015</b> Update on progress of working group	
016/15-16	<b>County &amp; District Councillors Reports</b> Reports from Cllrs Butcher, Clark and Miscandlon	
017/15-16	<b>Defibrillator</b> Discussion on request from school re joint funding	
018/15-16	<b>Highways/Street Lighting</b> a) Update on Highways Issues reported b) Update on Street Lighting, maintenance and power cost, transfer to Fenland District Council	
019/15-16	<b>Insurance</b> Update on Insurance for 2015/16 and agreement on renewal	
020/15-16	<b>Income &amp; Expenditure</b> a) Precept and Council Tax Support Grant (1 <sup>st</sup> Payment) rec'd £5,948.50 b) Members to consider and approve the following accounts for payment	
	C Owen Cemetery & Pound Apl 2015	£288.75
	CGM Landscapes Verge Cutting April 2015	£70.08
	Anglian Water (dd) Water Rates April 2015	£3.00
	E-on (dd) Energy April 2015	£91.19
	NALC LCR Subscription 2015/16	£17.00
	Marie Doherty Cemetery Extension Plans	£337.50
	Benwick In Bloom Donation	£70.00
	FDC Planning App (Retrospective)	£192.50
	I Cooper Internal Audit	£120.00
	c) Members to consider and approve the following accounts for payment	
	J Richardson Admin – 03/05/14	£377.00
	J Richardson Reimbursement Expenses and SLCC membership	£105.61
	<b>TOTALS</b>	<b>£1,656.04</b>
021/15-16	d) Clerk to report on the April Bank Balances and reconciliation statement <b>Allotments</b> Discussion regarding maintenance of allotments and letting of vacant plots	
022/15-16	<b>War Memorial</b> Discussion on cleaning, and maintenance of War Memorial	
023/15-16	<b>Planning/Development Granted</b> F/YR15/0116/F Erection of a 2-storey 4-bed dwelling, detached double garage/store, agricultural building and poly-tunnel involving demolition of existing building. West View House, 8 Whittlesey Road, Benwick. Granted 11/05/2015 a) <b>Update on Copalder Corner</b> Update from Cllr Miscandlon on current position b) <b>Update on Fields View</b> Update on current position	
024/15-16	<b>Cemetery</b>	

- 025/15-16** a) Cemetery update on application for planning permission to extend burial area  
**Parish Plan**  
To review Parish Plan and identify any actions required
- 026/15-16** **Revisions to CCC Validation list for planning**  
To discuss and agree changes required in relation to letter and proposals received
- 027/15-16** **Disabled Parking Bays**  
To discuss correspondence received requesting Parish Council approval of an application for disabled parking bays in Chapel Gardens
- 028/15-16** **Correspondence**  
a) Cambs Acre- Newsletter (emailed 23/04/15, 02/05/15, 07/05/15)  
b) Proposed Revisions to CCC Validation list for planning (emailed 05/05/15)  
c) Youth Bus Visits (emailed 23/04/15)  
d) Rural Services Network, bulletin (emailed 22/04/15, 23/04/15, 02/05/15, 13/05/15)  
e) Cambs 876 update (emailed 02/05/15)
- 029/15-16** **Motion to exclude Press and Public**  
To agree Clerk's revised Job Description and hours
- 030/15-16** **Agenda Items/Next Meeting**  
The date of the next Parish Council Meeting will be Monday 1st June 2015. Items to be included on Agenda should be with the Clerk by Monday 25<sup>th</sup> May 2015