



# BENWICK PARISH COUNCIL

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Clerk: Mrs J S RICHARDSON

## To Members of the Council

29th August 2018

You are hereby summoned to attend a 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 3<sup>rd</sup> September 2018 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

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## 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.**

**099/18-19 Apologies for Absence**

**100/18-19 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

**101/18-19 PUBLIC TIME**

**102/18-19 Confirmation of Minutes**

To sign and approve the Minutes of the Meeting held on 6<sup>th</sup> August 2018

**103/18-19 Matters Arising**

Hedge outside 1 Doddington Road overhanging footpath, reported to Highways (13/08/18)

**104/18-19 Police Matters**

- a) To discuss police report
- b) To discuss response on feedback to Police re their monthly report

**105/18-19 County & District Councillors Reports**

Reports from County and District Councillors

**106/18-19 CAPALC AGM 2018**

To discuss and agree attendance at CAPALC AGM to be held on 11<sup>th</sup> October 2018 at Cottenham

**107/18-19 Cambridgeshire Local Councils Conference 2018**

To discuss and agree attendance at Cambridgeshire Local Councils at Conference Marriott Hotel, Kingfisher Way, Hinchingsbrooke Business Park, Huntingdon, PE29 6FL on Friday 23 November 2018, 9.30am – 3.45pm

**108/18-19 Invitation - Cambridgeshire Local Councils Stakeholder Group Meeting**

To discuss and agree attendance at Cambridgeshire Local Councils Invitation to Stakeholder Group Meeting and Peer Learning Event on Wednesday 12 September 2018, 6.00pm – 8.30pm at Horningsea Pavilion, Millennium Green, High Street, Horningsea, Cambridge, CB25 9JG

**109/18-19 Tour of Cambridgeshire Cycling Event 2019**

To discuss and agree comments re proposals received

**110/18-19 Traffic Management Training**

To discuss and agree attendance at traffic management training course

- 111/18-19 Street Lighting**  
a) To note and discuss letter received from FDC re Street Lighting Maintenance and Power, and updated information following contact by Cllr Chapman, and FDC response to email sent and agree actions and response  
b) To discuss and agree actions to be taken re street light not working outside 1 Doddington Road
- 112/18-19 Village Benches**  
a) Cemetery and Chapel Gardens (Benches x 3). Update on current situation and discussion and agreement on actions required  
b) War Memorial Bench. Update on current situation and discussion and agreement on actions required
- 113/18-19 The Pound**  
a) Discussion regarding placement of a storage container to include sizes and costs of the purchase of a container as actioned at 4th December meeting
- 114/18-19 Income & Expenditure**  
Rec'd £703.88 Grass Cutting Grant  
a) Members to consider and approve the following accounts for payment
- |                               |                        |                 |
|-------------------------------|------------------------|-----------------|
| Tivoli                        | Cemetery Maintenance   | £382.54         |
| CGM Landscapes                | Verge Cutting          | £44.48          |
| J Richardson                  | Admin – 26/08/18       | £328.64         |
| J Richardson                  | Reimbursement-Expenses | £89.75          |
| Magpas                        | Donation               | £30.00          |
| PKF Littlejohn LLP            | External Audit Fee     | £240.00         |
| David Ogilvie Engineering Ltd | War Memorial Bench     | £913.80         |
|                               | <b>TOTALS</b>          | <b>£2029.21</b> |
- b) Clerk to report on the August Bank Balances and reconciliation statement
- 115/18-19 External Audit Report**  
Clerk to report on External Audit findings, and posting of Notice of Conclusion of Audit
- 116/18-19 Allotments**  
a) Update on progress, at September Gardens, and discussion and agreement of further actions required, following weedkilling, to include ploughing, marking out of new plots and allotment rents
- 117/18-19 Access to Doctors**  
To discuss and agree actions regarding parishioners having to use Community cars for visits to Doctors, at a cost to the individual.
- 118/18-19 Donations**  
To discuss and agree request from Benwick Ladies to provide a bottle of whiskey for their McMillan Coffee Evening
- 119/18-19 Cemetery**  
a) To discuss and agree actions regarding risk assessment of the Cemetery  
b) To discuss and agree directions of graves in Cemetery extension and new Children's Burial area
- 120/18-19 Mooring**  
To discuss and agree any actions to be taken in relation to a boat moored on the river outside the cemetery.
- 121/18-19 Charles Arnold Baker (Local Council Administration)**  
11th Edition is to be published in September 2018. To discuss and agree purchase at £103.99 + postage
- 122/18-19 Remembrance Day**  
To discuss and agree the order and purchase of the Memorial Wreath, and the blessing of the new bench at the War Memorial
- 123/18-19 Correspondence**  
a) Rural Services Network, bulletin (emailed 10/08/18, 15/08/18, 26/08/18)  
b) Roadworks & Events Report 16th - 31st August 2018 (emailed 15/08/18), 1st - 15th September 2018 (emailed 26/08/18)  
c) Highway Events Diary (emailed 03/08/18)  
d) FDC Tree Training Presentation (emailed 03/08/18)  
e) CPRE Rural affordable housing (emailed 15/08/18), Fracking (emailed 26/08/18)  
f) Drought Damage Road Programme Update (emailed 15/08/18)  
g) CAPALC August 2018 Bulletin (emailed 16/08/18)  
h) Parish and Town Council Round Table Invitation (emailed 19/08/18)  
i) Drought Damage Road Programme Update (emailed 19/08/18)  
j) Highways Incident Report July 2018 (emailed 26/08/18)  
k) Metal detecting request (emailed 26/08/18)  
l) PAS Review Report (emailed 28/08/18)
- 124/18-19 Motion to exclude Press and Public**

**125/18-19 Clerks Holiday**

To discuss and agree Clerks holiday

**126/18-19 Agenda Items/Next Meeting**

The date of the next Parish Council Meeting will be Monday 1<sup>st</sup> October 2018. Items to be included on Agenda should be with the Clerk by Monday 24<sup>th</sup> September 2018