



BENWICK PARISH COUNCIL

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Clerk: Mrs J S RICHARDSON

To Members of the Council

7th April 2021

You are hereby summoned to attend an online meeting of Benwick Parish Council for the purpose of transacting the following business.

On Monday 12th April 2021 at 7.45 p.m.

This will be a "virtual meeting" using Zoom Video Conferencing in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Members of the public and press are welcome to attend. Zoom meeting ID 4545690390 Password Benwick

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.

239/20-21 Apologies for Absence

240/20-21 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

241/20-21 PUBLIC TIME

242/20-21 Confirmation of Minutes

To sign and approve the Minutes of the Meetings held on 1st March 2021, 22nd March 2021 and 30th March 2021

243/20-21 Matters Arising

244/20-21 County & District Councillors Reports

Reports from County and District Councillors

245/20-21 Street Lighting

- a) To discuss and agree options regarding street lighting maintenance contract

246/20-21 Defibrillator

To discuss and agree actions following investigation into monthly checks required by Cllr B Taylor

247/20-21 Police Report

To discuss and agree actions in relation to new Police Engagement Proposal following meeting attended by Cllr Chapman

248/20-21 CAPALC

To discuss and agree 2021 renewal of affiliation fee at £436.17, which includes £50 for DPO scheme (2020 £428.38)

249/20-21 Benwick In Bloom

- a) To update on project of siting of animals on The Pound, including a fence

250/20-21 Tour of Cambridgeshire Cycle Race 2021

To discuss and agree any actions in relation to The Tour of Cambridgeshire 2021 is now being planned for the weekend of 24th to 26th September 2021.

260/20-21 Benches Project

To discuss and agree successful funding from Ransommoor Wind Farm for the purchase of 3 new benches, to arrange for purchase, delivery and installation (including removal of 2 old benches)

261/20-21 Income & Expenditure

a) Members to consider and approve the following accounts for payment

Prepared Media	Job Advert (retrospective payment)	£180.00
CGM Landscapes	Verge Cutting	£44.48
J Richardson	Expenses Reimbursement	£52.67
CAPALC	Affiliation Fee	£436.17
TOTALS		£713.32

b) Clerk to report on the March Bank Balances and reconciliation statement

c) Clerk to report on Year End performance v budget

d) To discuss and agree Asset Register at 31st March 2021

e) To discuss and agree Year End Balance Statement

f) To discuss and agree the Annual Governance Statement 2020/21 (Section 1)

g) To discuss and agree Annual Accounting Statement 2020/21 (Section 2)

262/20-21 Planning**Applications**

a) F/YR21/0267/F Change of use of agricultural building to 5 x 2-storey dwellings with detached shed and bin stores comprising of 2 x 3-bed and 3 x 2-bed and formation of a new access road, Farm Building Bank Farm Whittlesey Road Benwick Cambridgeshire

b) CCC/21/032/VAR Benwick Primary School, High Street, Benwick, PE15 0XA, Retention of 7 bay 21m x 8.7m approx. mobile classroom building on existing Primary School site for a temporary period. Informative: - Section 73 application to develop land without complying with condition 3 of planning permission F/2007/16/CC to extend the temporary period until 31 August 2024

263/20-21 Website

To update on future Parish Council website hosting following notice given by BT that the free hosting currently used will cease in May 2021.

264/20-21 Utilising road verges for biodiversity & habitat

To discuss and agree any actions required CCC Road Verge Management Enquiry

265/20-21 Burial/Cemetery

a) To discuss and agree use of allotments

266/20-21 Policies

To discuss and agree Benwick Parish Council Policies

a) Standing Orders

b) Financial Regulations

c) Safeguarding Policy

d) Press/Media Policy

e) Filming, recording and photographing of meetings policy

f) Expenses Policy

g) Discipline and Grievance Policy

h) Complaints Procedure

i) Equality Policy

j) Data Protection Policy

k) Privacy Notice

l) Email contact privacy notice

m) Retention & Disposal Policy

n) Memorial Safety Policy

o) Website Accessibility Statement

p) Donation Awarding Policy

q) Publication Scheme

r) Code of Conduct for Members

267/20-21 Correspondence

a) Rural Services Network, bulletin (emailed 04/03/2021, 09/03/2021, 16/03/2021, 23/03/2021)

b) FDC Press releases (emailed 26/02/2021, 01/03/2021, 04/03/2021, 08/03/2021, 09/03/2021, 19/03/2021, 22/03/2021, 29/03/2021)

c) CAPALC Bulletin (emailed 09/03/2021)

e) NALC Chief Executive Bulletin (emailed 01/03/2021, 09/03/2021, 16/03/2021, 23/03/2021)

f) Scam Partnership News (emailed 08/03/2021)

g) Roadworks & events bulletin 1st - 15th March 2021 (emailed 01/03/2021), Roadworks & events bulletin 16th - 31st March 2021 (emailed 15/03/2021), Roadworks & events bulletin 1st - 15th April 2021 (emailed 29/03/2021)

h) IHMC February Incident Report (emailed 04/03/2021)

i) FDC Community Safety Partnership Newsletter (emailed)

j) A47 Guyhirn Scheme Update (emailed 26/02/2021, 19/03/2021)

k) Highway Events Diary - March 2021 (emailed 08/03/2021)

l) Transfer of public transport function to Cambridgeshire and Peterborough Combined Authority (emailed 15/03/2021)

m) Whittlesey Relief Road Inception Report (emailed 29/03/2021)

268/20-21 Training

To discuss and agree attendance at "Clerks Knowledge Course" on 15th and 22nd May 2021

269/20-21 Agenda Items/Next Meeting

The date of the next Parish Council Meeting will be Wednesday 5th May 2021. Items to be included on Agenda should be with the Clerk by Wednesday 28th April 2021