



BENWICK PARISH COUNCIL

1, HOLBROW COURT, WARBOYS, HUNTINGDON,
PE28 2WF

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Clerk: Mr. R ROBINSON

To Members of the Council

30th March 2022

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

On Monday 4th April 2022 at 7.30 p.m.

At the village hall (Church Annex) in Benwick.

Members of the public and press are welcome to attend.

Please do NOT attend if you or a close contact has or has recently had a cough, high temperature or loss of sense of taste or smell or a positive COVID test result. Please bring a face covering and wear it if you are comfortable doing so for the good of others. Temperatures will be taken before entering the meeting. Social distancing will be adhered to within the meeting hall. These measures are in compliance with health and safety legislation.

Yours truly

Mr R Robinson
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.

223/21-22	Apologies for Absence	
224/21-22	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	
225/21-22	PUBLIC TIME	
226/21-22	Confirmation of Minutes To sign and approve the Minutes of the Meeting held on 7 th March 2022	
227/21-22	Matters Arising	
228/21-22	County & District Councillors Reports	
229/21-22	Highways and verges matters To discuss and agree next steps for implementation of speed signs.	
230/21-22	Annual Parish Assembly To discuss and agree date and time for holding the Annual Parish Assembly between 1 March 2022 and 1 June 2022 at a time no earlier than 6pm	
231/21-22	Dog fouling To discuss and agree any actions to be taken due to dog fouling in the village and the provision of two more litter bins.	
232/21-22	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 (Freedom of Information Policy) r) Code of Conduct for Members			
233/21-22	Planning a) Application F/YR22/0242/F Erect a 2-bed log cabin annexe ancillary to existing dwelling with associated decking (retrospective) at 1 High Street Benwick March Cambridgeshire PE15 0XA b) Current Issues To discuss and agree any actions in relation to the other unauthorized buildings at 1 High Street			
234/21-22	Income & Expenditure a) Members to consider and approve the following accounts for payment:-			
	HHA Grounds Maintenance R Robinson CAPALC CAPALC N Oliver Cable Test Ltd	March Cemetery etc inc. VAT Salary & Expenses Clerk's Training Affiliation Fee and Data Protection Scheme January, February, March Verges Streetlight Repairs inc. VAT	£365.16 £383.64 £150.00 £441.50 £174.00 £93.94	
		TOTAL	£1608.24	
	b) Clerk to report on the March/Year End Bank Balances and reconciliation statement c) Clerk to report on Year End performance v budget d) To discuss and agree Asset Register as at 31 st March 2022 e) To discuss and agree Year End Balance Statement as at 31 st March 2022 f) To discuss and agree the Annual Governance Statement 2021/22 (Section 1) g) To discuss and agree Annual Accounting Statement 2021/22 (Section 2)			
235/21-22	Utilising road verges for biodiversity & habitat To discuss and agree any actions required as per CCC Road Verge Management Enquiry			
236/21-22	Village Sign To discuss and agree any actions to be taken in relation to the sign or a new sign			
237/21-22	Correspondence a) Rural Services Network, Bulletin (emailed 01/03/2022, 08/03/2022, 15/03/2022, 22/03/2022, 29/03/2022) Funding Digest (emailed 02/03/2022) b) FDC Press releases (emailed 02/03/2022, 02/03/2022, 03/03/2022, 07/03/2022 x 2, 09/03/2022, 10/03/2022, 14/03/2022, 25/03/2022) Member services (emailed 03/03/2022, 15/03/2022, 17/03/2022, 29/03/2022) Agendas (emailed 14/03/2022) Electoral review briefing (emailed 11/03/2022, 21/03/2022) Community Safety Partnership (21/03/2022) c) CAPALC Bulletin (emailed 03/03/2022) Training schedule (emailed 16/03/2022) d) NALC Chief Executive's Bulletin (emailed 04/03/2022, 11/03/2022, 25/03/2022) Newsletter (emailed 03/03/2022, 09/03/2022, 23/03/2022) Events (emailed 01/03/2022) e) Highways - Events (emailed 01/03/2022) IHMC Incident Report Feb (email 04/03/2022) f) CAPASP Newsletter (emailed 03/03/2022) Warning (emailed /02/2022, 10/03/2022 x 2) g) Citizens Advice Rural Cambs – donation request (emailed 10/03/2022) h) Cambs ACRE – funding article (emailed 29/03/2022) food and farming (emailed 25/03/2022) i) Galliford Try A47 Guyhirn newsletter (emailed 01/03/2022) Guyhirn diversion (emailed 15/03/2022) j) CCC – Cambridgeshire matters (emailed 28/03/2022) HAF program (emailed 15/03/2022) Flood risk management (emailed 15/03/2022) Library Presents (emailed 15/03/2022) k) Cambs & P'bro Combined Authority – Adult education consultation (emailed 02/03/2022) l) MOD – AF covenant (emailed 22/03/2022) m) Jill Hindle – Pill Box (emailed 26/03/2022) n) J Richardson – Thanks (emailed 27/03/2022) o) Boundary Commission – consultation (emailed 29/03/2022)			
238/21-22	Defibrillators To discuss and agree any actions in relation to defibrillators			

239/21-22	Flag To discuss and agree on any actions to be taken regarding the flag or a new flag	
240/21-22	Project on the Pound To discuss and agree any actions relating to the pound	
241/21-22	Highways and verges matters To discuss and agree a) next steps for implementation of speed signs. b) any other matters impacting the highways and verges such as obstructions	
242/21-22	Queens platinum jubilee To discuss and agree any actions in relation to the jubilee including a) Road Closure – b) Any other matters relating to the jubilee	
243/21-22	Police Report To discuss and agree actions in relation to meeting attended by Cllr Chapman	
244/21-22	Motion to exclude press and public	
245/21-22	Clerk's Pay To discuss and agree any actions in relation to:- a) increasing the Clerk's pay due to the NJC payscales being increased b) back dating any pay increase	
246/21-22	Agenda Items/Next Meeting To discuss and agree the format and date of the next Parish Council Meeting proposed to be Monday 9 th May 2022. Items to be included on Agenda should be with the Clerk by Sunday 1 st May 2022	