



# BENWICK PARISH COUNCIL

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

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Clerk: Mr. R ROBINSON

## To Members of the Council

29<sup>th</sup> March 2023

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

On Monday 3<sup>rd</sup> April 2023 at 7.45 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 may 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

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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.

262/22-23	<b>Apologies for absence</b>	
263/22-23	<b>Declarations of Interest</b> <b>Councillors to declare any interests in respect of any item to be discussed at this meeting:-</b> a) Disclosable Pecuniary Interest b) Non-Pecuniary Interest c) Sensitive Pecuniary Interest	
264/22-23	<b>PUBLIC TIME</b>	
265/22-23	<b>Confirmation of Minutes</b> To approve and sign the Minutes of the Council Meeting held on 6 <sup>th</sup> March 2023	
266/22-23	<b>Matters Arising</b>	
267/22-23	<b>Donations</b> To discuss and agree any actions needed including a) the request of Benwick in bloom for a subsidy of up to £176 for their photographic exhibition b) the request of the Five Alls for £259.04 for easter eggs c) the donations budget	
268/22-23	<b>County &amp; District Councillors Reports</b>	
269/22-23	<b>The Pound</b> to discuss and agree any actions needed including arranging for the delivery and installation of the animal fence	
270/22-23	<b>Dog fouling</b> to discuss and agree any actions including a bin proposed for Caton's bridge	
271/22-23	<b>Village Hall</b> to discuss and agree any actions needed including a) budgeting for expenditure on any matters connected with the village hall b) report of Working Group on school use of the hall	
272/22-23	<b>Coronation</b> to discuss and agree any actions required including budgeting for the coronation	
273/22-23	<b>Biodiversity &amp; habitat initiatives</b> to discuss and agree any actions	
274/22-23	<b>Police Report</b> to discuss and agree actions in relation to community police meeting	
275/22-23	<b>Planning</b> to discuss and agree any actions needed	

<b>276/22-23</b>	<b>Defibrillators</b> to discuss and agree any actions in relation to defibrillators			
<b>277/22-23</b>	<b>Income &amp; Expenditure</b>			
	a) Members to consider and approve the following accounts for payment			
	Npower	Electricity February DD paid 17/3/2023 (inc. VAT)	£64.34	
		<b>Sub-total pre-authorised by Council, paid in February</b>	<b>£64.34</b>	
	HHA Grounds Maint.	March Cemetery (inc. VAT)	£365.16	
	R Robinson	Expenses & salary	£289.46	
	CAPALC	Membership and Data Protection Officer	£463.34	
	N Oliver	Verges Jan Feb March	£185.00	
		<b>Subtotal to authorise for payment now</b>	<b>£1,302.96</b>	
	Benwick Parish Council	Transfer of receipts from closing our NS&I account to open an account with Cambridge and Counties Bank	£21,451.24	
		<b>Total transfers between our own accounts</b>	<b>£21,451.24</b>	
		<b>TOTAL EXPENDITURE AUTHORISED</b>	<b>£1,367.30</b>	
	b) Clerk to report on the March (Year end) Bank Balances and reconciliation statement; to discuss and agree them c) Clerk to report on annual budget performance to the end of March c) to discuss and agreed any actions relating to bank accounts d) to discuss and agree any actions relating to the budget for the new financial year e) to discuss and agree the asset register as at 31 <sup>st</sup> March 2022 f) to discuss and agree any matters relating to the audit for the financial year 2022-23 including signing the certificate of exemption g) To discuss and agree the Annual Governance Statement 2022/23 (Section1) h) To discuss and agree Annual Accounting Statement 2022/23 (Section 2)			
<b>278/22-23</b>	<b>Correspondence</b> a) Rural Services Network, Bulletin (email 7/3/2023, 14/3/2023, 21/3/2023, 28/3/2023) b) FDC Press release (email 3/3/2023, 7/3/2023, 8/3/2023, 10/3/2023 x2, 13/3/2023, 14/3/2023 x2, 15/3/2023, 16/3/2023, 20/3/2023) Member Services (email 10/3/2023, 14/3/2023, 20/3/2023 x2, 23/3/2023) elections (email 20/3/2023) c) CAPALC Bulletin (email 16/3/2023) d) NALC Chief Executive's Bulletin (email 10/3/2023, 17/3/2023, 24/3/2023) Newsletter (email 22/3/2023, 15/2/2023, 15/3/2023) Events (email 28/3/2023) e) Highways - TMC Incident Report February (email 2/3/2023) Events (email 1/3/2023) Works (email 2/3/2023) f) Anglian Water – Fens reservoir (email 15/3/2023) g) CCC – Easter Holiday Programme (email 2/3/2023) Flood reporting (email 13/3/2023) h) NHS CAMBS – Survey (email 24/3/2023) i) Middle Level commissioners – unregistered and abandoned boats (email 2/3/2023) j) CAPASP – newsletter (email 8/4/2023) k) MOD – charity event email 17/3/2023)			
<b>279/22-23</b>	<b>Speeding in Benwick and MVAS operation</b> to discuss and agree any actions needed			
<b>280/22-23</b>	<b>Village sign</b> to discuss and agree any actions needed			
<b>281/22-23</b>	<b>Agenda Items/Next Meeting</b> - to discuss and agree the format and date of the next Parish Council meeting proposed to be Thursday 11 <sup>th</sup> May 2023. Items to be included on agenda should be with the Clerk by Monday 1 <sup>st</sup> May 2023			
<b>282/22-23</b>	<b>Motion to exclude the Press and Public</b>			
<b>283/22-23</b>	<b>Clerk</b> Clerk's appraisal and to discuss and agree any actions needed			