



BENWICK PARISH COUNCIL

7 Fisher Close, Ramsey St Marys, Huntingdon, Cambridgeshire PE26 2RZ

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Clerk: Mrs. A Barnes

To the Members of the Council

29th November 2023

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

On Monday 4th December 2023 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 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

Mrs. A Barnes
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.

171/23-24	Apologies for absence	
172/23-24	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	
173/23-24	PUBLIC TIME	
174/23-24	Confirmation of Minutes to approve and sign the Minutes of the Council Meeting held on 6 th November 2023	
175/23-24	Matters Arising	
176/23-24	Youth club to discuss and agree any actions wanted	
177/23-24	County & District Councillors Reports	
178/23-24	Village Hall to discuss and agree any actions needed including report of Working Group on school use of the hall	
179/23-24	War memorial to discuss and agree any actions needed including report of Working Group	
180/23-24	Coffee shop to discuss and agree any actions wanted referring to the email from Lee Cornwell circulated	
181/23-24	Warm hubs/ Community lounge a) to discuss and agree any actions wanted, planning for the winter ahead b) to discuss grant funding received for this project	

182/23-24	Cemetery to discuss and agree any actions wanted including a) hedging project			
183/23-24	Clock mechanism to discuss and agree any actions wanted			
184/23-24	Defibrillators to discuss and agree any actions wanted including a) agree purchase of two replacement sets of defibrillator pads b) review of email regarding DHSC match funding (London Hearts email 24/11/23)			
185/23-24	Whittlesey Road Bridge damaged bin Fenland DC have confirmed PC are responsible for repair, agree action to be taken.			
186/23-24	Donations Review submissions received by November 30 th deadline including: a) Benwick in Bloom			
187/23-24	Clerk to discuss and agree any actions wanted including a) approving the NJC pay award for this year b) proposal of a councillor WhatsApp group c) discuss and approve new starter training			
188/23-24	Proposed closure of Manea Fire Station Discuss implications for Benwick and surrounding villages. Agree if the Parish Council wishes to write a submission and to which of the relevant authorities (email from Manea Parish Council)			
189/23-24	Play Park To discuss options for play equipment (e-mail from Cllr S Lowry)			
190/23-24	CAPALC Annual General Meeting – Thursday 14 December To discuss and agree attendance			
191/23-24	Highways matters to discuss and agree any actions needed including on a) MVAS operation – maintenance costs b) LHI bid c) The footbridge over the Old Nene River			
192/23-24	Income & Expenditure a) Members to consider and approve the following accounts for payment			
	Npower	Electricity October - DD paid 18/11/2023 (inc. VAT)	£ 139.43	
		Sub-total pre-authorised by Council, paid November	£ 139.43	
	HHA Grounds Maint.	November Cemetery (inc. VAT)	£ 392.40	
	R Robinson	Expenses & salary	£ 1053.05	
	A Barnes	Expenses & salary	£ 184.23	
	Benwick Village Hall	Council meetings hire	£ 228.00	
	Julie Green	Christmas tree contribution	£ 140.00	
		Subtotal to authorise for payment now	£ 1997.68	
		TOTAL EXPENDITURE AUTHORISED	£ 2137.11	
	b) Clerk to report on the November Bank Balances and reconciliation statement c) Approval of administration of bank account from current Clerk (Richard to new Clerk appointed 13/11/23. It needs to be formally minuted that current Councillors are: Cllr M Chapman, Cllr R Emmitt, Cllr J Ablewhite, Cllr L Keppel-Spoor, Cllr R Few, Cllr B Taylor and Cllr S Lowry. It also needs to be minuted that the Cambridge and Counties and Santander accounts are the ones being given administration rights to d) to discuss and agree budget process			
193/23-24	Correspondence a) Rural Services Network, Bulletin (email 24/10/23, 7/11/2023, 14/11/2023, 21/11/23) b) FDC Press release (email 24/10/23, 6/11/2023, 7/11/2023, 17/11/2023, 27/11/23, 27/11/23) Member services (email 3/11/2023, 14/11/23, 27/11/23) Agendas (email 10/11/2023) c) CAPALC Bulletin (email 6/11/2023) Training (email 23/11/2023) d) NALC Chief Executive's Bulletin (email 09/11/2023, 16/11/23, 23/11/23) Newsletter (email 08/11/2023) e) Highways - Incident report (email 1/11/2023) f) CCC –Newsletter (email 31/10/2023) Flood Committee (email 26/10/2023) HAF (email 14/11/23) Road Safety Education newsletter (15/11/23), LED Streetlighting (email 24/11/23) g) NHS CAMBS – newsletter (email 1/11/2023) h) HMRC (Autumn Statement email 22/11/23) i) Cambridgeshire Community Foundation (Grants bulletin email 17/11/23) j) ACRE – Funding (email 6/11/2023)			

194/23-24	Planning to discuss and agree any actions wanted including on:- a) Benwick Primary School b) Planning Application Ref: F/YR23/0922/F - Erect an equipment and horse box storage building involving removal of storage container and demolition of existing implement storage barn at Land North West Of 42 Ramsey Road Benwick Cambridgeshire c) Disabled parking space in Chapel Gardens	
195/23-24	Police Report to discuss and agree actions in relation to community police meeting	
196/23-24	Biodiversity and Habitat Initiatives including a) Discuss and agree any actions wanted b) Wildflower Citizen Science Project – discuss and agree any actions	
197/23-24	Agenda Items/Next Meeting - to discuss and agree the format and date of the next Parish Council meeting proposed to be Monday 8 th January 2024. Items to be included on agenda should be with the Clerk by Monday 1 st January 2024.	