

AGENDA

Notice of Meeting to be held on Wednesday 11th September in the **Gredley Room, Ellesmere Centre** Stetchworth at 7:30pm.

All members of the Council are hereby summoned to attend a meeting of Stetchworth Parish Council for the purpose of transacting the business as set out below. Members 7 Quorum 3.



THE MEETING IS OPEN TO THE PUBLIC (INCLUDING THE PRESS)

Mrs Marilyn Strand – Clerk to Stetchworth Parish Council
6th September 2019

40/19/20 To receive & approve apologies for absence.

41/19/20 To Receive Declarations of Pecuniary and non-Pecuniary Interest

Councillors to declare any personal and/or pecuniary interest in any item on the agenda and to inform the Chairman if they wish to speak on the matter during the Public Forum.

42/19/20 Open Forum for Public Participation

An opportunity for parishioners to address Parish Councillors and for Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted.

43/19/20 The Ellesmere Centre

(a) Ellesmere Centre Report.

(b) Car park extension:

- update on planning application.
- Topographical survey, drainage and highways.

(c) Leylandii – update from meeting with Sanctuary Housing.

44/19/20 To Approve the Minutes of the Annual Meeting held on 23rd July 2019.

45/19/20 Matters Arising including reports from the Clerk and Councillors (for information only)

- (a)
- Jubilee Court – repair of the road at the entrance.
 - Village sign.
 - Blue car spring.
 - Grass cutting – Coopers Close.

46/19/20 District & County Councillors' Reports

47/19/20 Finance - to approve accounts for payment:

(a)	Ref: Payee/Item	Chq. no	Total	Exc. VAT
	(1) Clerk's salary – Jul 19	SO	£300.00	
	(2) RH Landscapes – grounds maintenance	101438	£360.00	£300.00
	(3) Ellesmere Centre	101439	£25.00	
	(4) RH Landscapes & Maintenance Services	101440	£240.00	£200.00
	(5) Ellesmere Centre	101441	£10.00	
	(6) Clerk's expenses – Aug & Sep 19	101442	£106.64	
	(7) TBM – issue with Clerk's email	101443	£21.60	£18.00
	(8) PKF Littlejohn – external audit	101444	£240.00	£200.00
	(9) Clerk's salary – Aug 19	SO	£300.00	
	Total payments for the month:		£1603.24	

(b) Conclusion of Audit 2018-19.

48/19/20 Administration

- (a) Appointment of 'handyman'.
- (b) GDPR – dedicated email addresses declaration.
- (c) To consider attendees to Cambridgeshire ACRE's AGM, Wednesday 25th September, 2pm – 5pm, Little Downham.
- (d) Street lighting energy changeover.
- (e) Model Financial Regulations – update.

49/19/20 Planning

- (a) To receive planning application decisions & tree works: -
- Street Naming – 32 High Street – addition of name Rose Cottage.
- (b) To consider planning applications received:
- Pre-application advice – CONFIDENTIAL.
 - 19/001197/FUL Ellesmere Centre, Ley Road – proposed additional external air source heat pump units.

50/19/20 Community Matters/General Maintenance

- (a) Appointment of handyman and consideration of works to be undertaken.
- (b) Speedwatch – report from meeting with coordinator.
- (c) To consider replacing streetlight on Ley Road.
- (d) St Peter's Church sign.
- (e) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting.

51/19/20 Correspondence for information.

- (a) ECDC re: Safety Advisory Group.

52/19/20 Date of Next Meeting & Matters for Future Consideration