

AGENDA

Notice of Meeting to be held on Tuesday 18th June 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
13th June 2019

16/19/20 To receive & approve apologies for absence.

17/19/20 To Receive Declarations of Pecuniary and non-Pecuniary Interest

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

18/19/20 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.

19/19/20 The Ellesmere Centre

(a) Ellesmere Centre Report.

(b) Car park extension:-

- Pre-application advice received from ECDC.
- Further information provided by Mead Construction.
- Full application for planning permission - £117.00

(c) To consider quotations to reduce/remove Leylandii on north boundary of car park.

20/19/20 To Approve the Minutes of the Annual Meeting held on 15th May 2019.

21/19/20 Matters Arising including reports from the Clerk and Councillors (for information only)

- Annual Governance & Accountability Return (External Audit).
- Close-board fencing at entrance to the village.
- Jubilee Court – repair of the road at the entrance.
- Litter bin at Ellesmere Centre car park.
- Reinstatement of fencing – ditch between Coopers Close & Strollers Way.
- Playground equipment – blue car spring.

22/19/20 District & County Councillors' Reports

23/19/20 Finance - to approve accounts for payment:

| (a) | Ref: | Payee/Item | Chq. no | Total | Exc. VAT |
|-----|------|--------------------------------------|---------|------------------|----------|
| | (1) | Clerk's salary – Jun 19 | SO | £300.00 | |
| | (2) | Clerk's expenses | 101424 | £40.27 | |
| | (3) | Ellesmere Centre | 101425 | £25.00 | |
| | (4) | RH Landscapes & Maintenance Services | 101426 | £240.00 | £200.00 |
| | (5) | ECDC – uncontested election fees | 101427 | £200.00 | |
| | (6) | TBM – domain name annual fee | 101428 | £46.20 | £38.50 |
| | (7) | Canalbs – internal audit | 101429 | £139.82 | |
| | (8) | ECDC – planning application fee | 101430 | £117.00 | |
| | | Total payments for the month: | | £1,108.29 | |

(b) To note monies received: -

- £219.22 – HMRC VAT refund Q3 & Q4 2018/19.

24/19/20 Administration

(a) Risk Assessments of PC Assets – report from Cllr Whymer.

(b) To consider year-end report from Independent Internal Auditor.

(c) To consider attendees to CAPALC's Share the Vision, Shape the Future conference, Friday 28th June, Hemingford Abbots - £50 per person.

(d) Report from Parish Forum meeting held on 17th June.

- (e) To agree the draft minutes of the APM held on 15th May 2019 for approval at next year's meeting

25/19/20 Planning

- (a) To receive planning application decisions & tree works: -
None.

- (b) To consider planning applications received:

- 18/01359/DISC Ashfield House, 20 High Street – to discharge condition 7 (Biodiversity Improvements) of decision dated 28th September 2019 for demolition and reconstruction of 20 High Street and construction of four new dwellings with associated gardens and parking.

26/19/20 Community Matters/General Maintenance

- (a) Village Sign repairs.
(b) Speedwatch – update on availability of equipment.
(c) Village maintenance – various locations.
(d) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting.

27/19/20 Date of Next Meeting & Matters for Future Consideration