

STETCHWORTH PARISH COUNCIL

c/o 59 West Street, Isleham, Ely, Cambs. CB7 5SD

Clerk: Mrs. Marilyn Strand Tel: 07725 831858

Email: clerk@stetchworth.org

ANNUAL MEETING OF THE PARISH COUNCIL AGENDA

Notice of Meeting to be held on Tuesday 16th May 2023 at The Ellesmere Centre (Gredley Room) at 8pm. 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.

MJ Strand

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

Mrs Marilyn Strand – Clerk to Stetchworth Parish Council
11th May 2023

- 1/23/24 Election of Chairman & Signing of Declaration of Acceptance of Office form.**
- 2/23/24 Election of Vice-Chair.**
- 3/23/24 To receive & approve apologies for absence.**
- 4/23/24 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.
- 5/23/24 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.
- 6/23/24 To Approve the Minutes of the Meeting held on 18th April 2023**
- 7/23/24 Matters Arising including reports from the Clerk and Councillors (for information only)**
- (a)
- Aislabie Stud – further information on planning application
 - Response from Sanctuary Housing re: 1 Jubilee Court
 - Thanks from resident re: dog foul signage.
- 8/23/24 The Ellesmere Centre**
- (a) Ellesmere Centre Report.
- (b) To consider request from Ellesmere Centre trustees to pay towards a new metal cabinet for the defibrillator – cost £297.00 (VAT included, non-refundable).
- 9/23/24 District & County Councillors' Reports**
- 10/23/24 Finance - to approve accounts for payment:**
- (a)
- | Ref: | Payee/Item | Chq. no | Total | Exc. VAT |
|------|---|---------|-------------|----------|
| (1) | Staff costs – May 23 | BACs | £365.82 | |
| (2) | Clerk's expenses | BACs | £50.62 | |
| (3) | Opus Energy (street lighting) | DD | £43.39 | £41.32 |
| (4) | The Ellesmere Centre – room hire (Apr) | BACs | £30.00 | |
| (5) | RH Landscapes | BACs | £288.00 | £240.00 |
| (6) | Community Action Suffolk (insurance) | BACs | £641.66 | |
| (7) | Canalbs – internal audit | BACs | £108.32 | |
| (8) | Rialtas – software transfer to new laptop | BACs | £30.00 | £25.00 |
| (9) | Rogers Gardening Services | BACs | £150.00 | |
| (10) | Rogers Gardening Services – fencing | BACs | £275.00 | |
| (11) | Playsafety Ltd – annual inspections | BACs | £196.80 | £164.00 |
| (12) | Eurooffice – stationery | BACs | £37.75 | £31.46 |
| (13) | Coronation expenses – sundries | BACs | £443.60 | |
| (14) | Coronation – band | BACs | tbc | |
| (15) | Coronation – hall hire | BACs | tbc | |
| | Total payments for the month: | | £tbc | |

- (b) To note monies received: -
 - ECDC re: precept 1 of 2 - £9,435.00
- (c) To consider Independent Internal Auditor Report.
- (d) To approve and sign the Annual Governance Statement 2022/23
- (e) To approve and sign the Accounting Statements 2022/23
- (f) To approve and sign declaration of exemption 2022/23.

11/23/24 Administration

- (a) To consider K&M street lighting maintenance contract - £202.86 +VAT per year for three years.

12/23/24 Planning

- (a) To receive planning application decisions and tree works: -
 - 22/00198/NMAB July Racecourse, Stand 1, Cambridge Road – non-material amendment to previously approved 22/00198/FUL for proposed refurbishment of existing stand 1, weighing room and replacement of champagne bar. **Approved.**

- (b) To consider planning applications received:
 - 23/00469/FUL 24 High Street – removal of existing porches and erection of single-storey porch, canopy, garage door change/alteration and associated works.
[23/00469/FUL 24 High Street, Stetchworth](#)

 - 23/00409 Prospect Villa, 18 Tea Kettle Lane – to repair and extend two loose boxes and to repair an adjoining woodshed.
[23/00409/FUL Prospect Villa 18 Tea Kettle Lane, Stetchworth](#)

13/23/24 Community Matters/General Maintenance

- (a) To consider annual play area inspections and take any necessary action.
- (b) Handyman – update.
- (c) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting.

14/23/24 Date of Next Meeting & Matters for Future Consideration