

# STETCHWORTH PARISH COUNCIL

19 High Street, Aldreth, Cambs, CB6 3PQ

Clerk: Mrs. Karen Peck

Email: [clerk@stetchworth.org](mailto:clerk@stetchworth.org)

## AGENDA

**Notice of Meeting** to be held on Wednesday 6<sup>th</sup> December 2023 at The Ellesmere Centre (Gredley Room) at 7pm. 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.

*K Peck*

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

Mrs Karen Peck Clerk to Stetchworth Parish Council  
30<sup>th</sup> November 2023

#### 79/23/24 Apologies for Absence (Local Government Act. 1972 s.85 (1))

(a) To receive and approve apologies for absence.

#### 80/23/24 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.

#### 81/23/24 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.

#### 82/23/24 To Approve the Minutes of the Meeting held on 21<sup>st</sup> November 2023

#### 83/23/24 Matters Arising including reports from the Clerk and Councillors (for information only)

1. Update on Streetlight for Church Lane.
2. Update Pride of Place Grant
3. To budget and 2024-25 budget and precept
4. Request for an additional shed at The Ellesmere Centre
5. LHI application for the signage and road markings on the railway bridge

#### 84/23/24 The Ellesmere Centre

Ellesmere Centre Report.

#### 85/23/24 District & County Councillors' Reports

#### 86/23/24 Finance - to approve accounts for payment:

(a)	Ref: Payee/Item	Chq. no	Total
	Paid Items October		
(1)	Staff costs, backpay, expenses (Oct)	BACs	£775.17
(2)	Philip Mahoney	BACs	£28.78
(3)	Opus Energy (street lighting Oct)	BACs	£102.59
(4)	The Ellesmere Centre – room hire (Nov)	DD	£30.00
(5)	M Wnymer (Grass Cutting)	BACs	£300.00
(6)	TBM – Microsoft 365 licences (monthly)	BACs	£12.72
(7)	RH Landscapes (Grass cutting Oct)	BACs	£288.00
(8)	St Peters Stetchworth PCC - Newsletter	BACs	£402.26
	Payments to be authorised November/Dec		
(8)	Staff costs and expenses (Nov/Dec)	BACs	£944.28
(9)	LHL – PCC Service Unit Charge	BACs	£38.40
(10)	RH Landscapes (Grass Cutting Nov)	BACs	£288.00
(11)	TBM – Logged update	BACs	£25.20
(12)	Scribe – Annual Subscription and Pro Services	BACs	£631.88
	Total payments for the month:		£3867.28
(b)	To note monies received:		
	• HMRC VTR	BACs	£525.55

- (c) To note consider bank reconciliations for October, November and December will be presented at January's meeting.

**87/23/24 Planning**

- (a) To receive planning application decisions and tree works: -
  - None
- (b) To consider planning applications received:
  - None

**88/23/24 Community Matters/General Maintenance**

- (c) Next steps for Moveable Vehicle Activated Sign – Cllr Sharp.
- (d) Handyman – update.
- (e) Risk Assessments – to consider the need to carry out a risk assessment on any item discussed during the meeting.

**89/23/24 Correspondence for Information**

- a) National Highways – A11 Babraham to Six Mile Bottom resurfacing update
- b) ECCSP press release: White Ribbon
- c) East Cambs District Council - Parish & Community Forum Notes and Updates
- d) ECDC Planning Parish Conference - 29 November 2023, 2pm
- e) ECDC press release: Planning changes.

**90/23/24 Date of Next Meeting & Matters for Future Consideration**  
**16<sup>th</sup> January 2024**