

# STOW LONGA PARISH COUNCIL

CHAIRMAN: Michael Hayes

Clerk to the Council: -  
Ms Ramune Mimiene  
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12 September 2019

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Wednesday 18 September 2019** at **8.00pm** in St Botolph's Church, to deal with the following business:

**Public and Press are invited to attend**

## NOTICE and AGENDA

1. **Apologies for absence**
2. **Declarations of Interest in relation to any Agenda item**
3. **Public Open Forum**
4. **To approve Minutes of Annual Parish Council Meeting held 31 July 2019**
5. **Matters arising from the minutes (not on the agenda)**
6. **To Review Councillor responsibilities, last reviewed Jul 2018**
7. **Planning**

7.1 Part demolition of existing dwelling and erection of new front and rear extensions. Site Address: 25 Spaldwick Road Stow Longa Huntingdon Reference: 19/01637/HHFUL (*PC comments by 19 Sep 19*)

7.2 Update on development to North of Rookery Cottages

8. **Finance**

8.1 Finance Report: To Note Accounts: Cashbook, Income against Expenditure

8.2 Transparency funding spending

8.3 To Consider CIL spending: To note further funds of £2,591.79 received from HDC for the period of Oct 18 to Mar 19, making total CIL funds £10,367.17 as at 17 Apr 19

8.4 Important update - Changes to Model Financial Regulations 2019, NALC and CAPALC

8.5 Budget suggestions for 2020/21

8.6 Considering capital expenditure by SLPC

8.7 Community Action Suffolk took over from Zurich in Jun 2019, to choose from 2 options (last year PC paid £179.61)

	Premium (inc IPT and commission)
No LTU	£162.40
3 Year LTU	£154.28

8.8 To Note September 2019 expenditure:

Date	Min Ref No	Chq No	Date cleared the a/c	Company	Details	For a/cs purpose only	Income	Total Expenditure
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Sep							
19/09/19		475	Wiksteed Leisure Ltd	Annual PA Inspection			54.00
19/09/19		476	ICO	Data protection Fee			40.00
19/09/19		477	PC insurance	Invoice yet to be received, expires 30 Sep 19			
19/09/19		478	Wages	Aug 19 Wages			119.80
19/09/19		479	HMRC	Tax deductions from Clerk's wages Aug 19			29.80
19/09/19		480	Wages	Sep 19 Wages			143.52
19/09/19		481	HMRC	Tax deductions from Clerk's wages Sep 19			36.00
19/09/19		482	Expenses	Expenses on running cost of PC Aug & Sep (Jul mileage)			9.67
Bank Reconiliation to be carried for Q2 Jul, Aug & Sep 19						0.00	1,695.67

## 9. Parish Council website

## 10. Assets and infrastructure

- 10.1 Health and Safety - to consider any new problems (quarterly inspection by Cllr M Allen)
- 10.2 PA Risk Assessment: Annual Inspection
- 10.3 To Consider Defibrillator and the Phone Box use

## 11. Highways, byways, footpaths

- 11.1 Highways issues, Cllr S Humfryes
- 11.2 Grass cutting in the village
- 11.3 Road safety and HGV/Construction Traffic, - LHI Application submitted to CC, Cllr A Pearson
- 11.4 Church Walk Verge
- 11.5 Issues brought to PC attention by the residents at the Annual Parish Meeting in May 19, outcome
- 11.6 Electrical Vehicles (EV) charging points, scheme run by Cambridgeshire County Council, collective OLEV (Office for Low Emission Vehicles) 75% grant
- 11.7 CCC: Community Gritting Scheme applications for Winter 2019-2020: a request for winter volunteers for this winter season 2019-2020.

## 12. To Review progress of current projects – Appendix

## 13. Correspondence

## 14. To Consider training for a Clerk and Councillors, outcome

## 15. Councillors' questions/Any other business

*Please, note that no decisions can lawfully be made under this item. Business must be specified therefore the Council cannot lawfully raise matters for decision.*

## EXCLUSION OF THE PUBLIC AND PRESS

**That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.**

## 16. To Approve the Reviewed Clerk's Contract including the additional hrs. Annual Appraisal.

## 17. Dates of the next meetings: Meeting dates are also published on PC website

- 16 Oct 19 Provisional
- 20 Nov 19 Scheduled**
- 18 Dec 19 Provisional

Signed (Clerk) Ramune Mimiene



Date: 12 Sep 2019