

To all members of the Council

You are hereby summoned to attend a meeting of Eltisley Parish Council to be held **on Wednesday 29th May 2024 at The Cade** at 7.00pm for the purpose of transacting the following business. The meeting will be open to the public unless the Council otherwise directed.

A Jackson

A Jackson Clerk to the Council

AGENDA

1. Election of Chairman

1.1 To elect a Chairman for 2024/25

1.2 To receive Chairman's Declaration of Acceptance of Office

2. Apologies.

To receive and accept Apologies for Absence.

3. Declarations of Interest.

To receive Declarations of Interest – Personal and/or prejudicial and the nature of those interests relating to items on the agenda.

4. Minutes.

To confirm the Minutes of the Meeting held on 12th March 2024 & 14th May 2024.

5. To elect a Vice Chairman.

6. Parish Council Representatives on Outside Bodies.

6.1 To nominate Parish Council Representatives to outside bodies for 2024/25

7. Public Forum

To allow any member of the public to address the council. Time Allowed 10 minutes

8. District and County Councillor Reports

To receive verbal reports from district and county councillor.

9. To note the resignation of Cllr A Weldon

10. Clerks Report

To receive written report.

11. Members reports

- (i) Parish Forum
- (ii) Village working party.
- (iii) Parish plan survey
- (iv) Speedwatch
- (v) Play area/RoSPA report
- (vi) A428
- (vii) County broadband
- (viii) Cross Path
- (ix) Drainage

12. Finance and Risk

12.1 To approve the accounts for payment for period from 13th March 2024 – 29th May 2024

12.2 To note the bank reconciliation as at 31st March 2024 & 30th April 2024

12.3 To note the budget report dated 21st May 2024

12.4 To approve renewal of CAPALC membership 2024.

12.5 To note the internal audit report for y/e 31st March 2024 and agree any actions.

12.6 To receive the Tree Survey report dated 21st March 2024 and consider recommendations

12.7 To receive report on ring fenced funds

12.8 To approve a transfer of £11,037 from current account to deposit account to cover allocated reserves

- 12.9 To approve purchase of Office 365 licence for businesses at £8.40 ex VAT per month
- 12.10 To receive the RoSPA play area report 24 April 2024 and agree actions
- 12.11 To consider quote of £332.40 from Fresh Air Fitness for replacement Air Skier part
- 12.12 To consider proposal from The Cade Management Committee for replacement doors
- 12.13 To approve the formation of a working party to prepare a grant submission to A428 Legacy Fund

13. Policy

To review and adopt the following policy documents.

- (i) Financial regulations – to be brought to the next meeting
- (ii) Standing orders
- (iii) Code of conduct
- (iv) Disciplinary policy
- (v) Grievance policy

14. End of Year Accounts

- 14.1 To approve accounts for the Year ending 31st March 2024.
- 14.2 To complete and approve Annual Governance Statement for year ending 31st March 2024.
- 14.3 To approve Statement of Accounts on Annual Return for year ending 31st March 2024.
- 14.4 To approve text for Annual Return.
- 14.5 To note that the notice of public rights has been completed for issue 30th May 2024.

15. Planning.

15.1 To note the following application that has been approved:

- (i) Application ref: Reference: 22/00253/FUL
Proposal: Construction of a New eco home and garage together with landscaping.
Site address: Land At Manor Farm Caxton End Eltislely St Neots

16. Community Engagement

- 16.1. To consider request from the Cade Management Committee regarding the Peace Tree Lights

17. Correspondence.

To receive correspondence and agree any actions: -

- (i) To note correspondence from Streetworks regarding footpath closures 1st March – 31st August 2024
- (ii) To note email from a resident regarding the cutting of grass verges
- (iii) To note Local Highways Officer resignation
- (iv) To consider request for warning signs at the back of the children's area

18. Items to report.

19. To receive an update on Manor Farm