

Eltisley Parish Council

Clerk to the Council: Mrs A Jackson Needingworth Village Hall, Overcote Lane, Needingworth, Cambs. PE27 4TU

(Telephone: 01480 468451 email: clerk@eltisleyparishcouncil.co.uk)

To all members of Eltisley Parish Council

You are hereby summoned to attend the Annual meeting of the Full Council to be held **on Tuesday 13th May 2025 at 7.00pm** at The Cade Pavilion, The Green, Eltisley. PE19 6TG for the purpose of transacting the following business.

The meeting will be open to the public and press unless the Council otherwise directed.

A Jackson

Thursday 8th May 2025

A Jackson, Clerk to the Council

AGENDA

1. Election of Chairman

1.1 To elect a Chairman for 2025/26

1.2 To receive Chairman's Declaration of Acceptance of Office

2. Apologies.

To receive and accept Apologies for Absence.

3. Cllr Welland Declaration of Acceptance of Office

To approve signing of Acceptance of Office on or before 8th July 2025

4. Declarations of Interest.

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

5. Minutes.

To confirm the Minutes of the Meeting held on 11th March 2025.

6. To elect a Vice Chairman.

7. Parish Council Representatives on Outside Bodies.

6.1 To nominate Parish Council Representatives to outside bodies for 2025/26

8. Public Forum

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

9. District and County Councillor Reports

To receive verbal reports from district and county councillor.

10. Clerks Report

To receive written report.

11. Members reports

To receive verbal report and agree any actions

(i) Hastoe Housing

(ii) Parish Forum

(iii) Village working party

(iv) Parish plan survey

(v) Speedwatch

(vi) Play area/RoSPA report

(vii) A428

(viii) Cross Path

(ix) Drainage

(x) East West Rail

12. Finance and Risk

12.1 To approve the accounts for payment for period from 12th March 2025 – 13th May 2025

Date	Payee Name	Cheque No.	Description	Net	VAT	Total
12/03/2025	Holywell-cum-Needingworth Parish Council	2064	Contribution to Scribe	£101.27		£101.27
17/03/2025	SSE Energy Solutions	DDR	Streetlight energy	£55.90	£2.80	£58.70
31/03/2025	Cade Pavilion	2070	Room Hire	£15.00		£15.00
31/03/2025	SSE Energy Solutions	DDR	Streetlight energy	£25.24	£1.26	£26.50
16/04/2025	HMRC/ Clerk	2075/2076	Staff costs	£645.31		£645.31
16/04/2025	Holywell-cum-Needingworth Parish Council	2071	Office Rent	£233.65		£233.65
16/04/2025	Cade Pavilion	2072	Room Hire	£127.50		£127.50
16/04/2025	CAPALC	2066	Membership	£315.68		£315.68
16/04/2025	SLCC Enterprises Ltd	2067	Membership	£150.00		£150.00
16/04/2025	Play Safety Ltd	2074	RoSPA Inspection	£116.00	£23.20	£139.20
16/04/2025	FX Specialist Glazing	2077	Supply & fit doors Cade Pavilion	£4200.00	£840.00	£5040.00
16/04/2025	CAPALC	2078	CiLCA Training	£225.00		£225.00
08/05/2025	Bradgate	2079	Grass cutting	£760.00	£152.00	£912.00
08/05/2025	Mr S Ellis	2081	VE Day Flag	£9.99		£9.99
			TOTAL	£6980.54	£1019.26	£7999.80

12.2 To note the bank reconciliation as at 31st March 2025

12.3 To note the budget report dated 6th May 2025

12.4 To note the internal audit report for y/e 31st March 2025 and agree any actions.

12.5 To receive the RoSPA play area report 7th April 2025 and agree actions

12.6 To note receipt of JPAG pages 8-15 to clarify Annual Governance Statement assertions

12.7 To consider and agree actions regarding installation of MVAS from CCC

12.8 To note successful Community Chest Grant application £110 to cover cost of wildflower seeds

12.9 To consider and agree actions regarding PC laptop

12.10 To consider and agree actions regarding the water connection on The Green

12.11 To approve payment £45.00 Open Spaces Society

12.12 To ratify the decision of the Chairman to approve Clerk's CiLCA training

12.13 To approve payment for sign up to CiLCA portfolio

12.14 To approve payment of £40 Cade Pavilion for VE Day

13. Policy

To review and adopt the following policy documents.

- (i) Financial regulations
- (ii) Standing orders
- (iii) Code of conduct
- (iv) S137 limits for 2025/26

14. End of Year Accounts

14.1 To approve accounts for the Year ending 31st March 2025.

14.2 To complete and approve Annual Governance Statement for year ending 31st March 2025.

14.3 To approve Statement of Accounts on Annual Return for year ending 31st March 2025.

14.4 To approve text for Annual Return.

14.5 To note that the notice of public rights has been completed for issue 15th May 2025.

15. Planning.

15.1 To consider the following applications that have been Received:

- (i) Application ref: 25/00994/CONSLT Removal of payphone Telephone Box The Green Eltisley Cambridgeshire
- (ii) Application ref: 25/00966/HFUL Replace current windows and doors with a mix of pvc and aluminium double glazing to anthracite grey and include Georgian bars on front facing and side windows. Install new oil tank to the front of the dwelling.
81 The Green Eltisley Cambridgeshire PE19 6TG

15.2 To note the following application for information only:

- (i) Application reference: 24/04318/CONDA Submission of details required by condition 3(a) (structural details of kitchen wall opening) of Listed Building consent 24/04318/LBC
51 The Green Eltisley Cambridgeshire PE19 6TG

15.3 To note the report to application 25/00994/CONSLT

15.4 To note the Supplementary Planning Documents Public Notice and Statement of Adoption and Revocation (April 2025)

16. Community Engagement

- 16.1 To receive report and agree actions regarding traffic monitoring system
- 16.2 To receive an update and agree actions for the Emergency Plan
- 16.3 To consider email from Hastoe Housing and agree representative to speak at the official opening of 9 new affordable homes in Eltisley
- 16.4 To consider request from the Church to hold a fete on 19th July 2025 on the Green.

17. Correspondence.

To receive correspondence and agree any actions: -

- (i) To note CCC Highways Capital Highway Maintenance and Improvement Programme 2025/26
- (ii) To receive and agree actions - letter from MP Ian Sollom
- (iii) To note CCC Highways email regarding update of Parish maintained grass dated 23rd April 2025
- (iv) To consider email from Woodland Trust regarding free trees
- (v) To consider email from resident regarding funding application to A428 fund
- (vi) To consider email from resident regarding contractor mowing

18. Items to report.

*The next meeting of Eltisley Parish Council will be on Tuesday 8th July 2025 at 7.00pm in
The Cade Pavilion, The Green, Eltisley. PE19 6TG*