

GREAT SHELFORD PARISH COUNCIL

8th May 2019

All members of the Council are hereby summonsed to attend the Annual Meeting of the Parish Council to be held on Wednesday 15th May 2019 in the Sports Pavilion, Woollards Lane, Great Shelford, commencing at 1930hrs for the purposes of resolving and considering the business to be transacted as set out below.

Mike Winter

Clerk to the Council

A G E N D A

1. Chair welcome to all new elected Councillors
Councillor's sign and return to Clerk Acceptance of Office document
2. To Elect the Chair of the Parish Council for the year May 2019 – April 2020
3. To Deliver Chair's Acceptance of Office
4. To Elect the Deputy Chair of the Parish Council for the year May 2019 – April 2020
5. To Deliver Deputy Chair's Acceptance of Office
6. To Receive apologies for absence.
7. To Receive declarations of interest.
8. Public Session
The meeting will be adjourned for a period of up to 10 minutes when members of the public will be able to ask questions of the Parish Council and put forward points of view in respect of the business on the agenda.
9. To Review Committees and Appoint Chair's, members to the following Committees and Co-Ordinator Officers for the year May 2019 – April 2020
Committees
 - a. Highways Committee
 - b. Planning Committee
 - c. Recreation Ground and Pavilion Committee
 - d. Cemetery and Allotments Committee
 - e. Finance and General Purposes Committee
(Revert Committee members to previous year original composition of Chair, Deputy Chair & Chair's of each Committee)Co-Ordinator Officers
 - a. Playscape
 - b. Neighbourhood Plan
 - c. Parochial Charites
 - d. Police Liaison
 - e. Community Association
 - f. Twinning Association
 - g. Library
 - h. Feast
 - i. Greater Cambridge Partnership
 - j. Scouts & Guides
 - k. Village News
 - l. SSSI Club Room
 - m. Land Acquisition
 - n. Clay Pit (Deleted)
 - o. Data Protection (Now Website Admin)
 - p. Pavilion (Deleted)
 - q. Schools
 - r. Church
 - s. Health Centre, Dentist, Optician & Pharmacy
10. To Receive and adopt Minutes of the Parish Council meeting held on 10th April 2019.
11. To Consider matters arising from meeting of 10th April 2019 (new information only).
12. To Review Annual Parish Meeting 17th April 2019
 - a. Minutes and matters requiring future action. Adoption of minutes at APM April 2020
 - b. Overview of April 2019 event
 - c. Activity planning and considerations for April 2020
13. To Receive reports of Elected and Nominative Representatives
 - a. District Councillor
 - b. County Councillor
14. To Receive reports from Committees (Previous Year Positions if appropriate)
 - a. Highways Committee
 - b. Planning Committee
 - c. Recreation Ground and Pavilion Committee
 - d. Cemetery and Allotments Committee
 - e. Finance and General Purposes Committee

15. To Receive reports from Co-ordinator Officers (Previous Year Positions if appropriate)
 - a. Playscape
 - b. Neighbourhood Plan
 - c. Parochial Charities
 - d. Police Liaison
 - e. Community Association
 - f. Twinning Association
 - g. Library
 - h. Feast
 - i. Greater Cambridge Partnership
 - j. Scouts & Guides
 - k. Village News
 - l. SSYI Club Room
 - m. Land Acquisition
 - n. Clay Pit (Deleted)
 - o. Data Protection (Now Website Admin)
 - p. Pavilion (Deleted)
 - q. Schools
 - r. Church
 - s. Health Centre, Dentist, Optician & Pharmacy
16. To Update Monthly Status Chart on Key Village Projects and Issues for 2019 / 2020
17. To Update the Progress of the potential to provide public Toilets on the Recreation Ground
18. To Update the Progress on the Recreation Ground Services Project
19. To Update Status of progress on the Feasibility Study for the Potential rebuild of the Memorial Hall and Car Park arrangements
20. To Review arrangements for the CCC / GSPC Big Lunch for villagers on 1st June
21. To Review and Approve continued Membership and Use of CAPALC, NALC and SLCC
 - a. Current use
 - b. Costs and benefits
 - c. Review Statement by Councillor
22. To Approve Chairs action on the following
 - a. Repairs to Village sign at Freestones corner (Est Cost Range £500 to £1,000)
 - b. Disposal of contaminated waste from Recreation ground (Est Cost Range £10,000 to £15,000)
 - c. Repairs to Car park surfacing and entrance pathway (Est Cost Range £2,250 to £3,000)
 - d. Professional Sweeping and Drain Clearance of MH Car Park, prior re-lining. (Est Cost Range £800 to £1,200)
 - e. Re – lining and additional yellow hatching of MH Car Park (Est Cost Range £750 to £1,200)
23. To Review and Approve Financial monthly accounts for payment and Note receipts
 - a. Month of May 2019 (Financial Year 2019 – 2020)
24. To Agree Banking Facilities for Financial Year 2019 – 2020
 - a. Close all Barclays accounts in line with Parish Council recommendations to existing Barclays village residents
 - b. Future use of Unity Trust account for all general transactions with all SO and DD transferred
25. To Confirm Banking Signatory Councillors for Financial Year 2019 – 2020
 - a. Use Unity Trust account for all general transactions after closure of Barclays accounts
 - b. Signatures upgraded as previous Barclays account to Chairs all Committees
26. To Note the Review and Approval of AGAR (Audit and General Accounting Regulations) will be on the 19th June 2019 Parish Council meeting.
27. To Agree the Parish Council and Planning Committee Meeting dates for 2019 – 2020
28. To Consider Councillor Training requirements for existing and new Councillors
29. To Review new external Correspondence
30. To Consider matters for future agenda consideration
31. Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings Act 1960 – it is resolved that because of the confidential nature of the business to be transacted, the public and press are asked to leave the meeting during consideration of the sensitive items in reserved matters.
32. Close Parish Council meeting