

Great Shelford Parish Council

Notice of Meeting: Full Council
Time: 7.00pm
Date: 21st July 2021
Venue: Great Shelford Pavilion, Great Shelford Recreation Ground,
Woollards Lane, Great Shelford, CB22 5LZ

To All Members of Great Shelford Parish Council

You are hereby summoned to attend the Full Council Meeting of Great Shelford Parish Council for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies in before the meeting.

The meeting is open to members of the public (including the press), but is not a public meeting.

Libby White

Mrs Libby White BEM FdA FSLCC – Clerk/Proper Officer, 14th July 2021

1 Apologies for Absence

2 Councillors' Declarations of Interest

- To receive declarations of interest from Councillors on items on the agenda
- For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
- To receive written requests for dispensations for disclosable pecuniary interests (if any)
- To grant any requests for dispensation as appropriate

3 Public Participation Session (10 min)

- Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda.
- To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
- At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. Limited to 3 minutes per person, 10 minutes in total.

4 Approval of Minutes

- a) To approve the minutes from the Full Council Meeting held 16th June 2021.
- b) Matters arising (for information only)
- c) Clerk's Report

5 Reports from County & District Council Members

6 Reports from Committees and Working Groups

To receive and note the reports from Committees and Working Groups (any decisions to be made are listed separately on the agenda).

7 Finance Matters

- a) To consider the financial situation of the council and approve Bank Reconciliations as at 30th June 2021.
- b) To receive and approve invoices for payment as listed at the end of the agenda.
- c) To consider allowing all Cllrs to be able to view the online bank accounts with Unity and for the Chairman, Vice-Chairmen and Chairmen of committees to be able to authorise online payments.
- d) To consider and approve the restatement of the Annual Governance and Accountability Return for 2020/21.
- e) To consider the grant request from Great Shelford Warden Scheme.
- f) To consider a potential donation to the Rugby Club's Laser Show (5th November).

8 Council Administration Matters

- a) To ratify all decisions made during the two meetings held May and June 2021, via Zoom.
- b) To consider the Insurance renewal for 2021/22.
- c) To consider the appointment of an Internal Auditor for the year 2021/22.
- d) To consider, approve and adopt the proposed new Standing Orders, Financial Regulations and Data Protection Policies.
- e) To consider, approve and adopt Terms of Reference for the Finance & General Purposes Committee and Playscape Committee/Working Group.
- f) To consider the request of the Communications Working Group to look into branding for the Council to be brought back to the September meeting.
- g) To consider, approve and adopt the Communication Protocol.

9 Highways and Transport Matters

- a) To consider the request from the Highways Committee to approach a consultant to produce a traffic control scheme for Church Street / High Street and Woollards Lane.
- b) To consider the recommendation from TTIWG that a request be made to our MP that a meeting similar to the one held in June be held on a regular basis.
- c) To consider the request of the TTIWG that the Parish Council confirm their opposition to the route favoured by the GCP for CSET.
- d) To consider the recommendation of TTIWG to build alliances with other villages and groups to find common positions with ongoing transport proposals.
- e) To consider the application by Network Rail for a Transport and Works Act Order for the Cambridge South Infrastructure Enhancements Scheme.

10 Environmental & Biodiversity Matters

- a) To understand the position with the tree survey and agree to have the survey undertaken for more trees to be planted in the parish.
- b) To consider the possibility of declaring a Climate Change Emergency and what the council will need to do to progress this.

11 Community Matters

- a) To consider the reopening of the Pavilion following lifting of Covid-19 restrictions.
- b) To consider funding a 3 phase meter and relocation of socket at Scout Hut to aid charging for electricity used by events held on the Rec.

12 Matters for Future Consideration

13 Date of next Meeting: 15th September 2021

Any business to be considered by Great Shelford Parish Council must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

Appendix 1 – Item 7b) 21st July 2021

Invoice No	Payee Name	Reference	Net £	VAT £	Gross £
	Salaries Costs June & July				8,061.19
	Mrs EG White	June Reimbursements			461.65
	Mrs EG White	July Reimbursements			669.75
INV-1362	BUILDING PERSPECTIVE	Stage 3 & 4 Tender	6,193.75	1,238.75	7,432.50
H19AB0E9A6	EONSTREET	Streetlighting	165.40	8.27	173.67
SUK1124	SAMSKARA	SSYI Mar-Apr	367.50	-	367.50
238107	CGMGROUP	Grass Cutting & Baskets	1,015.50	203.10	1,218.60
H19C91CD65	EONSTREET	Streetlighting	83.29	4.16	87.45
INV-1374	BUILDING PERSPECTIVE	Pre-Contract & Tender	956.25	191.25	1,147.50
H19E958A87	EONSTREET	Streetlighting	86.07	4.30	90.37
2017	FIVE RIVERS	Riverbank repairs	18,912.53	3,782.51	22,695.04
6089738	ESPO	Stationery	96.00	19.20	115.20
6090882	ESPO	Stationery	35.10	7.02	42.12
6096158	ESPO	Stationery	21.05	4.21	25.26
29038	RIALTAS	Accounts Software	2,459.00	491.80	2,950.80
239619	CGMGROUP	Grass Cutting & Baskets	937.50	187.40	1,124.90
ORD507862	SLCC ENTERPRISES	Publications	173.50	1.40	174.90
SI-6810	CLTRAVEL	June Shopping	300.00	-	300.00
0303 AAK106	TRAVIS	Minigolf (Playscape)	60.36	12.08	72.44
EAGS-002	DUNCAN	Playscape	55,963.35	11,192.67	67,156.02
H1A06CB074	EONPAVGAS	Pavilion Gas	15.33	0.77	16.10
H1A062744E	EONSTREET	Streetlighting	83.29	4.16	87.45
9155 AKL214	TRAVIS	Minigolf (Playscape)	201.05	40.21	241.26
6509INTERIM1	PETE SAUNDERS	SSYI Refurbishment	14,336.45	2,867.29	17,203.74
H1A0AD0865	EONPAVELEC	Pavilion Electricity	69.42	3.47	72.89
07-Jul-21	JMR ELECTRICAL	SSYI Rewiring	3,819.87	-	3,819.87
2626	EVENTSTUFF	Minigolf (Playscape)	360.00	72.00	432.00
H1A0BA765E	EONHUT	Groundsman Hut Elec	9.49	0.47	9.96
26359	XLPRESS	TTIWG Posters	100.00	20.00	120.00
13138	BROOKFIELD	Bin Emptying	192.00	38.40	230.40
			107,013.05	20,394.89	136,600.53