

# Alconbury Weston Parish Council

**Notice of Meeting:** Annual Meeting of the Parish Council

**Time:** 7. 30pm

**Date:** Monday 16<sup>th</sup> May 2016

**Venue:** Alconbury Memorial Hall

**All members of the council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.**

**The meeting is open to the public (including press).**

## **Public Open Forum.**

To allow up to 10 minutes for any members of the public to address the meeting in relation to **the business to be transacted at that meeting.**

## **Agenda:**

1. Apologies for absence.
2. Election of Chairman & Vice-Chairman.
3. To receive declarations of interest.
  - a) Councillors to declare any “Disclosable Pecuniary Interests” in any items on the agenda.
  - b) Councillors to declare any “Other Interests” in any items on the agenda.
4. To approve the minutes of the previous meeting held on 21<sup>st</sup> March 2016.
5. To review Standing Orders.
6. To review Financial Regulations.
7. Matters arising from the minutes:
  - a. Alconbury Weald.
  - b. Repairs to roads & footpaths.
  - c. To consider a quote for a new noticeboard at Highfield Avenue.
  - d) Litter bin collection.
  - e) Grass cutting.
8. Flood event 9<sup>th</sup>/10<sup>th</sup> March.
9. Parish Paths.
10. Play area.
11. Planning.
  - a) New applications:  
16/00752/REM – Submission of reserved matters (appearance, landscaping, scale and mass) in respect of the construction of a mixed use Innovation, Manufacturing, Engineering Building (iMET) including office, research and development and a training facility. Alconbury Weald.
  - b) Update on applications previously discussed.
  - c) Planning enforcement update.
  - d) Neighbourhood Planning.
12. Financial report.
  - a) Result of the internal audit.
  - b) Risk Assessment.
  - c) To agree and sign the accounts for year ending 31<sup>st</sup> March 2016.
  - d) To complete the Annual Return for year ending 31<sup>st</sup> March 2016

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|-----|--|---------|
| e)  | Payment of outstanding debts.  |         |
|     | Brian Cox & Co., Internal audit fee                                      | £72.00  |
|     | S. Fry, refurbishment of bins and benches.                               | £377.21 |
|     | askiT Services Ltd, Webhosting, maintenance and domain registration.     | £115.20 |
|     | Mrs. D. Benham, wages & expenses of Parish Clerk for April.              | £164.32 |
|     | HMRC, PAYE/NI April.   | £39.20  |
|     | Alconbury Recreation Field Charity, donation towards 40mph scheme costs. | £107.42 |
|     | Balfour Beatty, street light maintenance.                                | £53.74  |
|     | CAPALC, Membership fees 2016/17.   | £248.97 |
| f)  | Current position.  |         |
| 13. | Police matters – report from the Clerk.                                  |         |
| 14. | Correspondence.  |         |
| 15. | Reports from councillors.  |         |
| 16. | Date of the next meeting.  |         |

Denise Benham  
Parish Clerk – 01487 773177  
9<sup>th</sup> May 2016.