

ALCONBURY WESTON PARISH COUNCIL

www.alconburywestonparishcouncil.co.uk

Parish Clerk: Alison Benfield BA (Hons) FILCM

Turves Barn, Whitepost Road South, Eye, Peterborough, PE6 7SW

parishclerk@alconburywestonparishcouncil.co.uk

Tel: 01733 223002

10 January 2017

To: The Chairman and Members of Alconbury Weston Parish Council

Sir/Madam

You are hereby summoned to attend a Meeting of the **Alconbury Weston Parish Council** to be held on **Monday 16 January 2017** in the **Memorial Hall**, Alconbury, starting at 7.30pm.

Alison Benfield

**Alison Benfield BA (Hons) FILCM
PARISH CLERK**

AGENDA

1.0 DECLARATIONS OF INTEREST

To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.

2.0 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

3.0 CO-OPTION

3.1 To confirm Mr Robert Powley as a Co-opted Member of Alconbury Weston Parish Council

3.2 To receive Mr Robert Powley's Declaration of Acceptance of Office

4.0 PUBLIC PARTICIPATION

A maximum of 10 minutes is permitted for members of the public to address the meeting in relation to the business to be transacted at the meeting

5.0 MINUTES

To confirm as a correct record the Minutes of the Meeting of the Council held on 14 November 2017

6.0 ALCONBURY WEALD

6.1 To receive a presentation from Urban and Civic regarding Flood Attenuation on Alconbury Weald

6.2 To receive a verbal report from the Chairman and Clerk following their attendance at the meeting held on Thursday 12 January 2017

7.0 PARISH PATHS AND TREES

To receive a verbal update from Cllr McGregor on the replacement tree for the village green following the recent felling of the Horse Chestnut.

8.0 ALCONBURY WESTON FLOOD MANAGEMENT GROUP

8.1 To agree the formation of the 'Alconbury Weston Flood Management Group'

8.2 To propose 4 members of the community from Alconbury Weston to act as Representatives for Alconbury Weston Flood Management Group and become first point of contact for the Environment Agency in matters relating to flooding

8.3 To confirm representative to attend meeting on 23 Feb 2017 at 10.00 with the Environment Agency and Alconbury Flood Management Group

- 9.0 PLAY AREA**
To receive verbal update report on current state from Cllr Lomas
- 10.0 PLANNING**
To ratify responses made by Parish Clerk in respect of Planning Applications received between meetings:-
16/02553/REM – Application for approval of appearance, landscaping, layout, access and scale in respect of the construction of new Community Building and Allotment Building in the KP1 Community Park including ancillary works at Alconbury Weald/Ermine Street Little Stukely.
- 11.0 ORDERS FOR PAYMENT**
To note and agree the following payments are made:-
- | | |
|--|----------|
| Mrs D Benham – November wages and expenses | £289.24 |
| HMRC – PAYE/NI | £39.60 |
| askIT Services – Laptop and printer/scanner | £410.10 |
| askIT services – Microsoft Office, Anti-virus and set-up | £207.93 |
| Mrs D Benham – December wages and expenses | £421.14 |
| HMRC – PAYE/NI | £79.40 |
| HDC – Grass cutting for 2016 season | £2913.98 |
| Global Tree Solutions – work to Parish trees | £420.00 |
- 12.0 BANK RECONCILIATION**
To receive Bank Reconciliation up to 31 December 2016 (copy herewith)
- 13.0 BUDGET REPORT**
To receive and note Budget Report up to 31 December 2016 (copy herewith)
- 14.0 PURCHASE OF MICROSOFT OFFICE OUTLOOK**
To agree to the purchase of Microsoft Office Outlook for installation on Parish Council laptop at a cost of £109.99 inc VAT
- 15.0 POLICE MATTERS**
To receive a report from the Clerk
- 16.0 CORRESPONDANCE**
To note correspondence received and circulated since last meeting
- 17.0 REPORTS FROM COUNCILLORS**
To receive verbal reports from District and County Councillors in attendance.
- 18.0 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC**
To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting
- 19.0 STAFFING MATTERS**
To ratify the appointment of Mrs A Benfield as Parish Clerk with effect from 3 January 2017 on SCP 23-25
- 20.0 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC**
To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.