

ALCONBURY WESTON PARISH COUNCIL

www.alconburywestonparishcouncil.co.uk

Parish Clerk: Alison Benfield BA (Hons) FILCM

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12 May 2020

For the health, safety and well-being of our community as a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020 all Parish Council meeting will be held remotely until further notice.

Alconbury Weston Parish Council have resolved to use Zoom to facilitate the holding of meetings with the next meeting scheduled for Monday 18 May 2020 starting at 7.00pm

Should you wish to participate in the meeting please feel free to do so by clicking on the link - <https://us02web.zoom.us/j/82280252228?pwd=NjY0dUpaN25VbWRuNFFrNkpnZ2hrZz09>

Meeting ID: 822 8025 2228

Password: 837225

One tap mobile

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Alison Benfield

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

AGENDA

1.0 ELECTION OF CHAIRMAN

To elect a Chairman for the forthcoming year

2.0 DECLARATION OF OFFICE

To receive the Declaration of Office from the Chairman and confirm that it be signed at a future meeting in person

3.0 ELECTION OF VICE CHAIRMAN

To elect a Vice Chairman for the forthcoming year

4.0 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.

5.0 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

6.0 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

7.0 MINUTES

To confirm as a correct record the Minutes of the Meeting of the Council held on 6 April 2020 (copy herewith) and agree these be signed at a future meeting in person

8.0 REVIEW OF COUNCIL POLICIES, PROCEDURES, REGULATIONS AND DELEGATED POWERS

8.1 To note that Standing Orders are up to date

8.2 To note that Financial Regulations are up to date

8.3 To agree to review all other policies and procedures by the August meeting of the council.

8.4 To confirm continued membership of CAPALC and to confirm support of the Clerk's membership of the SLCC

- 8.5** To confirm appointment of Parish Council Representatives to the following groups and organisations for the municipal year:-
- Amey Waste Transfer Station
 - Alconbury Weald Parish Liaison
 - Grass cutting & village green
 - Speedwatch
 - Communication with Parishioners
 - Flood Planning
 - A14 Legacy Fund

9.0 RISK ASSESSMENT

To agree that the annual risk assessment be deferred to a later meeting as a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020

11.0 INTERNAL AUDITOR'S REPORT

To note that the Internal Audit has not been completed as a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020

12.0 ANNUAL RETURN AND STATEMENT OF GOVERNANCE (to follow)

To note that the Annual Return and Statement of Governance has not been completed as a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020

13.0 APPOINTMENT OF INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2020/21

To defer the appointment as a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020

14.0 Local Highway Improvement Scheme

To consider the submission of an application for speed reduction measures with the village via a County Council Local Highway Improvement Scheme (copy herewith)

15.0 COVID-19

To receive an update from Cllr J Baker on the village response to date

14.0 REPORTS FROM REPRESENTATIVES

14.1 Grass cutting & village green – Cllr P Baker

14.2 Speedwatch – Cllr Brine

14.3 Communication with Parishioners – Cllr Bryan

14.4 Flood Planning – Cllr Powley

14.5 Play Area – Cllr Bryan & Gillham

14.6 Parish Paths and Trees – Cllr P Baker

14.7 Alconbury Weald Parish Liaison – Cllr J Baker

14.8 A14 Legacy Fund – Cllr J Baker

14.9 Amey Waste Transfer station – Cllr Bryan

14.10 To consider any actions as required as a result of the above reports

17.0 ORDERS FOR PAYMENT

To ratify those payments made between meetings

Haven Power – Street Light Energy (direct debit) £9.83

To note and agree the following payments are made:-

BEAM – Grass cutting £285.00

Payroll & HMRC – May Salary £273.59

CAPALC – Annual Membership £315.33

Haven Power – Street Light Energy (direct debit) £9.41

18.0 BANK RECONCILIATION

18.1 To receive bank reconciliation up to 31 March 2020 (cop herewith)

18.2 To receive bank reconciliation up to 30 April 2020(copy herewith)

19.0 BUDGET REPORT

19.1 To receive and note Budget Report up to 30 April 2020 (copy herewith)

19.2 To note receipt of Precept and confirm the transfer of £16,000 to the CCLA Deposit Account to maximise interest received

20.0 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

To receive verbal reports from District and County Councillors in attendance.

21.0 MATTERS FOR INFORMATION

21.1 To note the following communications not previously circulated:-

- None to date

21.2 To receive comments from Councillors regarding matters affecting the village

21.3 To agree items to be brought forward to the next meeting for further consideration

Next meeting is Monday 22 June 2020