

NOTICE OF A MEETING OF THE PARISH COUNCIL

To Members of the Council:

I hereby give notice that a meeting of Bottisham Parish Council will be held at **The Poppy Room**, Bottisham Sports and Social Club, 31 Downing Close, Bottisham on **Monday 7th October 2024 at 7.30pm**. Members of the public and press are invited to attend. Any member not able to attend should send their apologies before the meeting.

You are hereby summoned to attend for the purpose of transacting the following:

Sam Chambers-Turner

2nd October 2024

Clerk to the Parish Council

AGENDA FOR MEETING 17

- 258. Apologies for Absence**
(LGA 1972 s 85 (1))
- 259. Members Declaration of Interest for Items on the Agenda and Requests for Dispensation.**
(Localism Act 2011 s 31, s 33)
- 260. To Approve Minutes of Previous Meeting**
Proposal: To Approve Minutes of Meeting 16 held on 2nd September 2024.
- 261. Open Forum for Public Participation**
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.
- 262. Matters Arising/Clerks and Councillors Reports (for information only)**
- 263. County and District Councillors Reports**
 - a. County Councillors Report
 - b. District Councillors Report
- 264. Finances Including Approval of Payments of Outstanding Accounts Led by Cllr Wilson.**
 - a. **Proposal: To Approve Bank Reconciliation for September 2024**
 - b. To Note Receipts

Bank Interest:	£55.04
Bank Interest:	£1370.78
CCC Grass Cutting Grant:	£1123.21
 - c. **To note the conclusion of external audit.**
 - d. **Proposal: To Pay October 2024 Accounts.**

Method	Payee	Item	Net	VAT	Total
Payments made since the last meeting					
BACS	Mrs S Chambers-Turner	Clerk's Salary			Confidential
BACS	Mr Isaac Swift	Litter Picker			Confidential
Current					

BACS	Bottisham Sports & Social	Hall Hire	£140.00	£0.00	£140.00
BACS	Bottisham Sports & Social	Hall Hire	£190.00	£0.00	£190.00
BACS	PKF Littlejohn	External Audit	£315.00	£63.00	£378.00

265. Planning Matters Led by Cllr Socea

Planning Applications

To discuss 56 High Street construction works.

266. Neighbourhood Plan

- To receive an update from the Neighbourhood Plan Working Group on latest activity, Cllr Overton
- To note Cllr Morrison will be joining the Neighbourhood Plan working group.

267. New Cemetery

- To update Parish Council on latest activity, Cllr Ogborn
- Update on the public works loan application
- To note work is being undertaken to write a formal business plan

268. Policies and Procedures

Proposal: To adopt all policies and procedures that have been reviewed, listed as a supporting document.

Proposal: To pass a resolution to sign up to the civility and respect pledge.

269. Environment and Community

- To review any updates on areas of responsibility and any notes of concern
- To discuss application to East Cambs District Council Pride of Place scheme, Cllr Laurent.
- Discuss proposals on community improvements and biodiversity within village
- Clerk to update on Bottisham Community Noticeboard. **Proposal: to accept quotation for a replacement board like the Parish Council Noticeboard.**
- To provide feedback of meeting with Local Highways Officer, Cllr Cundell and Clerk.
- To update on parking issue on Maple Close/Beechwood Avenue, Cllr Cundell
- To receive update on Local Highways Improvement schemes.
- To update on donation of defibrillator by Lindum Homes, Cllr Cundell.
- To discuss Christmas tree for the triangle, Cllr Cundell.
- To receive feedback on meeting with Bottisham Village College on a project for creating artwork for the bus stop on the High Street, Cllr Cundell.

270. Motion to Exclude

That the public (including representatives of the press) be excluded during the consideration of the remaining item No 271 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items there would be disclosure to them of exempt information of Categories 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972(as amended).

271. Council Administration

- To discuss the recruitment of Administration Assistant
- To receive recommendations from Chairmanship on staffing matters.

272. Agenda Items for the Next Meeting

Any business and payments, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

273. Date of Next Meeting

Parish Council Meeting, 7.30pm on **Monday 4th November 2024** at The Poppy Room, Bottisham Sports and Social Club, Downing Close, Bottisham.