

## 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 3<sup>rd</sup> February 2025 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*

29<sup>th</sup> January 2025

Clerk to the Parish Council

### AGENDA FOR MEETING 21

322. **Apologies for Absence**  
(LGA 1972 s 85 (1))
323. **Members Declaration of Interest for Items on the Agenda and Requests for Dispensation.**  
(Localism Act 2011 s 31, s 33)
324. **To Approve Minutes of Previous Meeting**  
**Proposal: To Approve Minutes of Meeting 20 held on 6<sup>th</sup> January 2025.**
325. **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.
326. **Matters Arising/Clerks and Councillors Reports (for information only)**
327. **County and District Councillors Reports**
  - a. County Councillors Report
  - b. District Councillors Report
328. **Finances Including Approval of Payments of Outstanding Accounts Led by Cllr Overton.**
  - a. **Proposal: To Approve Bank Reconciliation for January 2025.**
  - b. To Note Receipts
  - c. **Proposal: To Approve outstanding accounts for authorisation as per separate to pay account.**
329. **Planning Matters Led by Cllr Socea**  
**Planning Applications**  
**All planning matters will be documented separately.**
330. **Internal Audit**  
**Proposal: To appoint CAPALC as the Internal Auditor for Financial Year 24/25.**
331. **Environment**
  - To discuss proposals for the redevelopment of the Triangle at the shop area.

- To note the tendering of the grass cutting contract.
- To discuss tree works quotations.

**332. Project Play**

To receive an update on current status by Cllr Ogborn.

**333. Allotments**

**To adopt allotment agreement and consider allocation policy.**

**334. Policies and Procedures**

**To adopt Policies and Procedures as per separate document.**

**335. New Cemetery**

To receive an update from Cllr Ogborn.

**336. Neighbourhood Plan**

To receive an update from Neighbourhood Plan working group from Cllrs Ogborn & Morrison.

**337. Annual Parish Meeting**

To discuss arrangements for the Annual Parish Meeting.

**338. Motion to Exclude**

To resolve under the Public Bodies (Admissions to Meetings) Act 1960, that public and representatives of the press and broadcast media be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**339. Council Administration**

To discuss staffing matters.

**340. 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.*

**341. Date of Next Meeting**

Parish Council Meeting, 7.30pm on **Monday 3<sup>rd</sup> March 2025** at The Poppy Room, Bottisham Sports and Social Club, Downing Close, Bottisham.