

AILS WORTH PARISH COUNCIL



Dear Councillors,

You are required to attend the meeting of the Parish Council on **THURSDAY 23RD MAY 2024 at 7.30pm** in the **CEDAR CENTRE, CASTOR** when the following listed business will be transacted.

Yours sincerely,

Jenny Rice, Jenny Rice, Clerk and Responsible Finance Officer

Date 15/5/2024

A G E N D A

24/17	TO ELECT A CHAIRMAN Current Chairman to take nominations for the Chairman position and then propose, second and vote to elect. Elected Chairman to sign the declaration of acceptance and chair the meeting.
24/18	TO ELECT A VICE CHAIRMAN Chairman to take nominations for Vice Chairman position and then propose, second and vote to elect.
24/19	APOLOGIES FOR ABSENCE. To receive and record apologies sent to the Clerk.
24/20	DECLARATIONS OF INTEREST To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. Reminder to members to update their register if necessary. (Members should disclose any personal, prejudicial or pecuniary interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).
24/21	PUBLIC PARTICIPATION Arrangements will be made for the public to join the meeting and a maximum of 15 minutes will be permitted for members of the public to address the meeting on any item on the agenda.
24/22	MINUTES OF THE LAST MEETING (previously circulated) and matters arising
	22.1 To confirm as correct the record of the minutes of the meeting held on Monday 15 th April 2024, Chairman to sign, previously circulated.
24/23	GOVERNANCE, FINANCE AND TRAINING
	23.1 To appoint an internal, quarterly, financial checker who is not a bank signatory.
	23.2 To review and appoint committees and working group members and review and agree their terms of reference. Nature Recovery Group, Parish Land Management Group, Staffing Committee, herewith.
	23.3 To receive and note the annual internal auditor's report and agree any actions necessary, previously circulated.
	23.4 To receive and approve the Annual Governance and Accountability Return (AGAR) governance statements (Section 1), previously circulated and attached.
	23.5 To arrange for the approval and signing of the AGAR accounting statements (Section 2) and signing of the Governance statement.
	23.6 To note the commencement date for the exercise of public rights.
	23.7 To note training opportunities circulated and agree any attendance required.
	23.8 To review and adopt Standing Orders, (new) Financial Regulations if available, Asset Register and Risk Assessment Management, agreeing annual checks, as previously circulated.
	23.9 To receive and note financial report to end of April and resolve and queries, herewith.
	23.10 To receive feedback and review Annual Parish Meeting and agree any actions.
	23.11 To receive and co-opt applications for Parish Councillor vacancy and agree on co-option.
	23.12 To consider a multi-pay card with Unity/Lloyds Bank for purchases, £6 pm cost, as recommended by auditor.
	23.13 To confirm the council still meets the criteria for General Power of Competence, eg 2/3rds are elected councillors and Clerk is Cilca qualified.
24/24	ALLOTMENTS, PARISH LAND MANAGEMENT GROUP - PLMG (Cllr Ellershaw, Cllr Moon, Cllr Pickett and Cllr Stalley) and NATURE RECOVERY GROUP
	24.1 To note update on lease of parish land to PECT for tree and wildflower nursery and agree action and any update from PLMG and agree new actions.
	24.2 To receive and note update from Nature Recovery Group and agree any new expenditure.
	24.3 To discuss access issues across the track by Castor Barns.
24/25	WEBSITE STORAGE ISSUES

	25.1	To resolve expansion of website/email storage temporarily at a cost of £40.	
24/26	PLANNING; TO NOTE LATEST APPLICATIONS AND RESOLVE RESPONSES TO NEW ONES		
	26.1	To receive applications between issuing agenda and date of meeting and decide if can agree response.	
	26.2	23/01464/FUL Change of use of field to dog walking area, including parking area and fencing. Deadline extended due to new parking plans being submitted. Response submitted, awaiting decision. New plans x 2 submitted and new deadline for response.	
	26.3	24/00470/PRIOR the proposed installation of a shareable telecoms base station comprising 25m tower plus other equipment, at land at Peterborough Road, Sutton. Response sent. Awaiting decision.	
	26.4	23/00299/CTR Alder trees raise crown 4-5m and reduce back from building by 2m. Response sent. Permitted 15/4/24.	
	26.5	23/00240/LBC and 204/HHFUL Various external and internal works to 44 Main St, re-consultation on LBC to note. Permitted 17/4/24.	
	26.6	24/00254/FUL erection of new shop with flat above, amended version of previously agreed 17/02123/FUL. Response sent, awaiting decision. Revised plans submitted and deadline 15/5 – request for deadline to be extended.	
	26.7	24/00444/WCPP Variation of condition C1 (extend expiry date) of planning permission to 31/5/25. Awaiting decision.	
	26.8	00569/CTR 1 x Ash tree fell at 39 Main St, deadline 21/5/24	
	26.9	00582/CTR tree works to 2 Sycamore at 1 Holme Close, deadline 23/5/24	
	26.10	Local Plan. D Shaw email refers.	
24/27	PLAY AREA/RECREATION GROUND		
	27.1	To note new bench installed and resolve (how) to make chatty bench, ideas circulated.	
24/28	VILLAGE GROUPS / UPDATES		
	28.1	To discuss Preschool extended hours in village hall.	
24/29	PARISH LIAISON/COMMUNITY ENGAGEMENT/JOINT MEETINGS		
	29.1	To receive and note feedback from Castor Parish Council meeting, Cllr Pickett, and resolve any actions.	
	29.2	To discuss Saxon stall at K900 stall event on 6/7/24 and resolve plan of action.	
	29.3	To note feedback from meeting with Parachute Club re planes flying over villages.	
	29.4	To note communication from new Ward Cllr and offer for help.	
24/30	PARISH MAINTENANCE ISSUES		
	30.1	To receive feedback from checks; defib and allotments, including maintenance and fence issues, and resolve action. Checker for May is Cllr Moon and June is Cllr Perkins.	
	30.2	To note survey of stone wall to Donkey Paddock and resolve action.	
	30.3	To note complaint re chemical spraying on weeds by PCC and resolve action.	
	30.4	To note any new maintenance issues and resolve appropriate action.	
24/31	CLERK REPORT/CORRESPONDENCE: To receive and note correspondence and decide any actions. a) To note approach re BBC Radio Cambs coverage of Chapel closure.		
24/32	ORDERS FOR PAYMENT; To note and agree payments/ transfer to be made and already made as follows; TO BE PAID AND FUTURE		
	32.1	Clerk pay 26 hours pm £395.46 less tax/NI £79	£316.46
	32.2	Clerk; Reimburse ink shared pm J Rice paid in April	£4.22
	32.3	Clerk; mileage Apr/May plus home office expenses £26	£9.90 plus £26
	32.4	HMRC employer/ee payment for May	£79
	32.5	Nurture (was CGM) grass cutting	£tbc
	32.6	Internal auditor	£150
	32.7	Receipts ½ precept from PCC and grants HMRC reclaim received 8/5/24	£8046.00 £9969.72
24/33	DATE OF NEXT MEETING To note that the next meeting is on 17th June 2024 at 7.30pm.		

See notice board/website (www.ailsworthparishcouncil.org.uk) for dates of meetings. Any associated papers/information are available by request from the Clerk at clerk@ailsworth-pc.gov.uk