

**PARSON DROVE PARISH COUNCIL  
NOTICE OF THE ANNUAL MEETING OF  
THE PARISH COUNCIL  
TO BE HELD IN ST MARKS CHURCH,  
MAIN ROAD, PARSON DROVE  
ON WEDNESDAY 12<sup>th</sup> MAY 2010  
AT 8.00 PM**

TO MEMBERS OF THE COUNCIL

You are hereby summonsed to attend a meeting of the Parish Council for the purpose of transacting the following business.

Members of the public and press are invited to attend the meeting and address the Council during Public Participation.

MEMBERS: 7

QUORUM: 3

**AGENDA**

10/86. Election of Chairman & Vice Chairman & to receive their acceptance of office.

10/87. To receive apologies for absence.

10/88. Members' Declaration of Interest for items on the Agenda

10/89. Public Participation – To allow up to 15 minutes for any members of the public to address the meeting.

10/90. Community Police Officer's Report.

10/91. Invited Guest, Linda Hutchinson, to provide information on the Citizens Advice Bureau Outreach Sessions at Parson Drove.

10/92. To approve and sign the minutes of the meeting held on the 14<sup>th</sup> April 2010.

10/93. Matters Arising from the Minutes. (For information only).

10/94. Presentation of annual accounts for the John Bends United Charities.

10/95. To receive report from Julie Randall, Neighbourhood Management Services.

10/96. To receive reports from County & District Councillors.

10/97. To elect a Councillor to represent the Parish Council on the Amenities 95 Management Committee.

10/98. Planning - Applications for consideration.

a) Parson Drove Parish Council, Planning Application No. F/YR10/0277/TRTPO, Agent, G Fraser for the felling of 3 Lime Trees covered by a Tree Preservation Order on the village green, The Bank, Parson Drove.

S. Ray, Planning Application No.F/YR10/0318/F, Agent S Ayres, for the erection of a 2 storey side extension & lean to roof to porch to existing dwelling at Gull House, The Bank, Parson Drove.

b) Notification of Planning Application refused by Fenland District Council.M Lawrence, Planning Application No. F/YR10/0179/F, Agent Peter Humphrey Associates Ltd., for the erection of a 2 storey side & rear extension to existing dwelling involving the demolition of existing kitchen, utility & outbuilding & erection of 1.5 metre rail fencing at The Paddocks, Long Drove, Parson Drove.

10/99. Accounts & Finance.

a) To approve the following Invoices for payment:-

CPALC affiliation subscription £382.97

EON, electricity for the Cage, £85.56

ANON Ltd., Insurance Renewal Premium £1,814.39

Local Council Review, membership renewal, £13.50

Village Voices, vacant allotment garden advertisement, £25.

Konica Minolta East Ltd, quarter year rental & copy charges for photocopier, £75.38.

The Office Key, administration supplies, £30.96.

Auditing Solutions Ltd, Internal Auditors Fees, £217.38.

b) To consider Internal Auditors Report for 2009 -2010 & to review effectiveness of the Internal Auditor.

c) To agree & complete section 2 of the Annual Return – Annual Governance Statement 2010.

10/100. To receive a progress report on proposed improvements to the Bus Shelter.

10/101. Progress Report on Future Jobs Fund Scheme.

10/102. Information from Isabel Edgington on the Green Communities Project and advising of the next meeting.

10/103. Risk Assessment

a) To receive progress report on works completed and still required to the trees on the village green and around the pond.

b) To review Insurance Policy cover

c) To set a date for the annual inspection of assets.

10/104. To receive a report from the Chairman on issues raised at the Community Fair.

10/105. To consider, debate and respond where appropriate to items of correspondence received from:-

- a) Letter from Peterborough City Council advising that their Core Strategy DPD has been submitted to the Secretary of State and enclosing a copy on CD.
- b) Letter from Cambridgeshire County Council advising that all their planning applications will be sent by email from the 1<sup>st</sup> June and any concerns on this should be sent to them by 1<sup>st</sup> May.
- c) Letter of thanks from Fenland Volunteer Centre for the donation of £50.
- d) Letter from Cambridgeshire County Council enclosing information on the new structure for the Countryside Access and Public Rights of Way Team.
- e) Copy of the notes from the Fenland Road Safety Group Meeting held on the 31<sup>st</sup> March 2010 & advising that the next meeting will be held on Tuesday 11<sup>th</sup> May at 7.30pm at Wisbech St Mary Community Centre.
- f) Email requesting assistance in advising residents through the switchover to digital television.
- g) Letter from Chattertons Solicitors & H.M. Land Registry regarding the footpath on the village green advising that a further application for registration should be made. (Copies attached)
- h) Email from Fenland District Council reporting on the progress regarding the Exception Site for Affordable Houses at Sealeys Lane. (Copy attached)
- i) Letter of thanks from East Anglia's Children's Hospices for grant of £50.
- j) Newsletter and magazines from COPE, CPRE and Clerks & Councils Direct.

10/106. Street Lighting & Highway Matters.

- a) Report on Area Joint Highways Meeting regarding Swan Bridge junction.
- b) Reporting on highway issues.
- c) Reporting on faulty street lights.
- d) New street light at Main Road – EDF problems

10/107. Gardens & Allotments.

- a) Report from Chairman on current position regarding applications received for the vacant allotment garden.

10/108. To receive an Amenities 95 Management Committee Report.

10/109. Councillors questions to Chairman & Clerk.

10/110. Matters for future consideration.

10/111. Any other business (information items only).

10/112. Dates for future Council meeting(s)

Signed by Clerk to the Council

Mrs Yvonne Reader,  
Sunrise, 5 Back Road, Murrow, Wisbech.  
Telephone 01945 700501

Dated 6<sup>th</sup> May 2010