

**PARSON DROVE PARISH COUNCIL
NOTICE OF THE ANNUAL MEETING OF
THE PARISH COUNCIL
TO BE HELD IN
THE CAGE, STATION ROAD, PARSON DROVE
WEDNESDAY 20th MAY 2015 AT 7.00 PM**

TO MEMBERS OF THE COUNCIL

You are hereby summoned 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

15/118. To elect a Chairman & Vice Chairman and to receive their acceptance of office.

15/119. To receive apologies for absence.

15/120. To receive Declarations of Acceptance of Office from elected Councillors and their completed Register of Interests Forms.

15/121. To consider any requests by Councillors for Dispensations.

15/122. Members' Declaration of Interest for items on the Agenda

15/123. Community Police Officers Report.

15/124. To receive & approve the annual accounts for the John Bends Charities.

15/125. Public Participation – To allow up to 15 minutes for any members of the public to address the meeting.

15/126. To approve & sign the minutes of the meeting held on the 8th April 2015.

15/127. Matters Arising from the Minutes (For information only).

15/128. To receive reports from County & District Councillors.

15/129. Planning Matters & Applications for consideration.

a) D Dye, Planning Application No. F/YR15/0259/F, Agent Alexandra Designs, for use of site for the temporary siting of a 3 bed roomed mobile home on land west of Daschside Cottage, Seadyke Bank, Murrow.

b) T Jarvis, Planning Application No. F/YR15/0309/PNCOU, Agent Peter Humphrey Associates Ltd., for change of use of agricultural buildings to a 2 bed dwelling and workshop at the barns on land west of Carousel, 117 Back Road, Murrow.

c) Notification received from Fenland District Council of revisions to the following planning application:-

P Humphrey, Planning Application No. F/YR15/0223/F, Agent Peter Humphrey Associates, for the formation of a new vehicular access to existing field on land east of Dragonfly Cottage, Seadyke Bank, Murrow.

d) Notification from Fenland District Council that the following Planning Applications have been approved.

1. Mr & Mrs Ibrahim, Planning Application No. F/YR15/0147/F, Agent Ian Gowler, for the erection of a single storey and second storey side extensions to existing dwelling, Lauras View, Station Road, Parson Drove.

2. R Mackay, Planning Application No. F/YR15/0173/F, Agent Morton & Hall Consulting Ltd., for the erection of a 2 storey side extension to existing dwelling Willow Lodge, 31B The Bank, Parson Drove.

e) Email from N Bowditch, Storm Bay Developments Limited regarding Planning Application No F/YR15/0046/F for the erection of a dwelling on land south west of the Swan Inn and the access over the village green.

f) Letter from Cambridgeshire County Council advising of consultation on their proposed revisions of the Local Validation List for planning applications.

15/130. Risk Assessment.

a) To review level of insurance cover on policy due for renewal on 1st June 2015 and to consider quotations received from AON for 1 year £857.11 or for a 3 year agreement £816.54 and Zurich for 1 year £803.64 or for a 3 year agreement £743.14.

b) To arrange date for annual inspection of Parish Council Assets and annual inspection of the Riverside Allotment Gardens & Fen Allotments.

c) To report on concerns raised by Tree Contractor regarding 2 Lime Trees on the village green.

d) To consider ROSPA reports received for the Pond and Playing Field.

15/131. Accounts & Finance.

a) To approve the following Invoices for payment:-

Bowles Tree & Garden Services, work to trees on the village green, £1,950.

Konica Minolta Business Solutions Ltd., photocopier rental & copy charges, £227.69.

Auditing Solutions Ltd., Internal Audit Fees, £258.

NALC, Local Council Review membership renewal, £17.

Insurance Renewal Premium AON £857.11 or £816.54 or Zurich £803.64 or £743.14.

Mrs Y Reader, Clerks monthly salary & expenses, £509.84.

Playsafety Limited, ROSPA inspections, £174.00

Anglian Water, water rates for The Cage, £13.32

Crowson & Ward, administration supplies, £51.86.

- b) To consider Internal Auditors Report and agree on any action to be taken.
- c) To approve the completion of the Annual Return – Section 2 Annual Governance Statement for external audit 10th June 2014.
- d) To consider quotations received for the refurbishment or replacement of the swings on the village green.
- e) To discuss and agree on a new Councillor being a Bank Signatory following Cllr Bellamy's retirement from the Council.

15/132. Report on progress from the working group on Neighbourhood Planning.

15/133. To debate & respond where appropriate to items of correspondence received.

a) Letter from Lee Bolton Monier-Williams acknowledging receipt of the cheque for £3,000 and advising that the documents have been submitted to the Land Registry and as soon as they have completed their work they will inform us.

b) Email from Cambridgeshire ACRE inviting members to attend a Community Fair on Tuesday 2nd June from 3.00pm to 9.00pm at The Burgess Hall, Westwood Road, St Ives.

c) Email from Fenland District Council advising of a complaint from a resident living along The Bank regarding grass and mud being thrown up by the grass cutting contractor onto their car.

d) Email from BT Pay Phones regarding the adoption of the telephone box near the Swan Inn.

e) Email from Making Money Count advising that the New Horizon Bus will be visiting Parson Drove on Tuesdays during May and June from 2pm to 4pm outside the village hall.

f) CAPALC May Bulletin.

15/134. Street Lighting & Highway Matters.

a) Highway issues to be reported to Cambridgeshire County Council.

b) Faulty street lights to be reported to Cambridgeshire County Council.

c) Email from Cambridgeshire County Council regarding the adoption of John Bends Way

15/135. Amenities 95 Management Committee Report.

15/136. Councillors questions to Chairman & Clerk.

15/137. Any other business (information items only).

15/138. Dates for future Council meetings for 2015.

Signed by Clerk to the Council

Mrs Y Reader,
Sunrise, 5 Back Road,
Morrow. PE13 4JW.
Tele. 01945 700501.

Dated 13th May 2015