

**PARSON DROVE PARISH COUNCIL
NOTICE OF THE
ANNUAL PARISH COUNCIL MEETING
TO BE HELD IN
THE CAGE, STATION ROAD, PARSON DROVE
WEDNESDAY 10th MAY 2017 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

17/92. To elect a Chairman and Vice Chairman and receive their declaration of acceptance of office.

17/93. To receive apologies for absence.

17/94. To consider any requests by Councillors for Dispensations.

17/95. Members' Declaration of Interest for items on the Agenda.

17/96. Public Participation – To allow up to 15 minutes for any members of the public to address the meeting.

17/97. To approve and sign the minutes of the meetings held on the 12th & 26th April 2017.

17/98. Matters Arising from the Minutes of 12th & 26th April 2017. (Information only)

17/99. Community Police Officers Report.

17/100. To receive reports from County & District Councillors.

17/101. Planning Matters & Applications for consideration.

N Bates, Planning Application No. F/YR17/0352/O, No Agent, for the erection of a 4 – 5 bedroomed 2 storey dwelling on land adjacent to Glebe Lodge, 385 Main Road, Church End, Parson Drove.

Notification that the following planning application has been approved.

P Allen, Planning Application No F/YR17/0172/F for the erection of a single storey rear extension to existing dwelling, 21 The Bank, Parson Drove.

Notification that the following Planning Application has been refused.

K Codona, Planning Application No F/YR17/0170/F, Agent Peter Humphrey Associates Ltd., for change of use of land to form a travellers site for 4 caravans, washrooms/toilet blocks, bin store and bunding to site perimeter on land east of Dragonfly Cottage, Seadyke Bank, Murrow.

Notification that the following Planning Applications have been withdrawn.

F/YR15/0454/F, A Dixon, erection of 2 2 storey 5 bed dwellings with garages on land west of 338 Main Road, Church End, Parson Drove

F/YR16/0635/F, A Dixon, change of use of barn to tea room and agricultural land to camping site on land south east of Manor Farm, 344 Main Road, Church End, Parson Drove.

17/102. Risk Assessment.

- a) To review level of insurance cover for renewal of the policy on the 1st June.
- b) To consider ROSPA reports.

17/103. Accounts & Finance

- a). To approve the following invoices for payment.

Mrs Yvonne Reader, 1 months' salary & expenses, £519.32.

Auditing Solutions, Internal Audit Fees £276.00.

C&PALC Membership Fees 2017/18, £340.26.

Zurich Insurance PLC, renewal premium, £878.98.

Playsafety Ltd., ROSPA inspections, £180.60.

Konica Minolta Business Solutions Ltd, photocopier charges, £14.64.

K Clarke, refurbishment of Notice Board on the village green, £283.40.

- b) To receive and discuss the Internal Auditors Report for the Accounts for the year ending 31st March 2017.

- c) To complete and approve Annual Return Section 1 – Annual Governance Statement for 2016/17.

- d) To approve the Accounts for the year ending 31st March 2017 and to approve the Annual Return Section 2 Accounting Statements for 2016/17.

17/104. Report on progress from the working group on Neighbourhood Planning.

17/105. To debate & respond where appropriate to items of correspondence received.

- a) Invitation to attend Cambridgeshire Fens LEADER Coffee Morning Event on Wednesday 24th May 10.00 till 12 noon in Wisbech St Mary Community Centre.

- b) Notification from the Cambridgeshire & Peterborough Police & Crime Commissioner that a Parish Council Conference will be held on Friday 1st December 10.30 to 4.00pm at Cambridgeshire Constabulary Headquarters, Huntingdon, 1 Councillor from each Parish Council is invited to attend.

17/106. Highway & Street Lighting Matters.

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

b) Faulty Street lights to be reported to the County Council

c) Update report regarding Parish Street Lighting.

17/107. Riverside Garden Allotments.

Notification that a tenant wishes to vacate the tenancy of the Riverside Garden Allotment.

17/108. Amenities 95 Management Committee Report.

17/109. Councillors questions to Chairman & Clerk.

17/110. Any other business (information items only).

17/111. Dates for future Council meetings.

Signed by Clerk to the Council

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

Dated 4th May 2017