

Little Thetford Parish Council

Chairman: Cllr C Mitchell

Clerk- Mrs Amy Jacklin, c/o Little Thetford Village Hall, The Wyches, Little Thetford CB6 3HG

07828 402 093 parish.clerk@littletthetford.org.uk



You are hereby summoned to the full council meeting of Little Thetford Parish Council to be held on Wednesday 11th May 2021 at 7.30pm for the purpose of transacting the following business. The meeting will be held at Little Thetford Village Hall.

Members of the Press and Public are invited to attend and participate. If you wish to address the Council, please advise the Clerk or Chairman ahead of the meeting.

5th May 2022

Mrs Amy Jacklin Clerk to Little Thetford Parish

AGENDA

22/01 Election of Chairman

To elect the chairman for 2022/23. The elected Chairman will then execute the Declaration of Acceptance of Office.

22/02 Election of Vice Chairman

To elect the Vice Chairman for 2022/23. The elected Vice-Chairman will then execute the Declaration of Acceptance of Office.

22/03 To receive and accept apologies for absence.

22/04 Councillor's Declarations of Interest

1. To receive declarations of Interest from Councillors on the items on the agenda.
2. For declarations of interest received, Councillors to inform the chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
3. To receive written requests for dispensations for disclosable pecuniary interests (if any).
4. To grant any requests for dispensation as appropriate.

22/05 Public and Press Participation Session (10 minutes)

1. Open Forum to provide the opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda.
2. To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
3. 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. Limited to 3 minutes per person, 10 minutes in total.

22/06 Approval of Minutes

1. To approve minutes for signature from Wednesday 13th April 2021
2. Matters arising from the minutes (For information only)
3. Clerks Report

22/07 Finance Matters

1. Review of Inventory of land, street furniture and assets including buildings and office equipment (SO5j xiii)
2. To review and approve Section 1 'Annual Governance Statement 2021/22' of the Annual Governance and Accountability Return.
3. To review and approve Section 2 'Annual Governance Statement 2021/22' of the Annual Governance and Accountability Return.
4. To receive an update on the financial situation of the Council from the Clerk.
5. To approve invoices for payment as per schedule at the end of agenda.

22/08 Review and Adoption of Statutory Documents, Appointments and Policies

1. To review, approve and adopt Standing Orders (SO5j ix)
2. To review approve and adopt Financial Regulations (SO5j ix)
3. To appoint and responsible Financial Officer (FR1.8)
4. To review and approve Councillors as bank signatories on all bank accounts (FR6.4)
5. To review and approve councillors appointed to authorise BACS payments on the Councils online bank account (FR 6.9)
6. For information only- Insurance Policy renewal in respect of all insurable risks (FR15 and SO5j xiv)
7. To review the Councils expenditure incurred under s.137 of the Local Government Act 1972.

22/09 Review of Policies and Procedures

1. Review the Councils complaints procedure (SO5j xvi)
2. Review of Councils policies, procedures, and practises in respect of its obligations under freedom of Information and data protection legislation (SO5j xvii)
3. Review of Councils policy for dealing with Press and Media (SO5j xix)
4. Review of Councils employment policies and procedures (SO5j xix)
5. Review of the Councils and /or staff subscriptions to other bodies (SO5j xv)

22/10 To receive County Councillor & District Councillor Reports

22/11 Planning Matters

None

22/12 Council Administration Matters

1. To consider a grant application received from the village Hall
2. To consider a grant application from the Feast committee.
3. To review quote from More Comms for CCTV at Red Fen Road
4. To review quote from Groundsman for new grit bin.

22/13 Date of next meeting

Wednesday 8th June 2022

22/14 Information Only (Agenda Items for June/July 2022

1. To consider resident feedback about the access to Dewsberry Gardens

May Invoices- For approval

Wave			Cemetery Water	£	5.00		£	5.00	Continues to be collected by DD	
Three	AP1176277684		Mobile Phone Charges	£	8.33	£	1.67	£	10.00	Paid by DD
John Skipper	2217	30-Apr-22	Village Maintenance	£	558.00		£	558.00		
Saftey Signs 4 less	3351893	22-Apr-22	Signs for carpark	£	16.77	£	3.35	£	20.12	
Groundsman	LIT001	27-Apr-22	Grit Bin	£	190.44	£	38.09	£	228.53	