

**Notice of Meeting:** Full Council Meeting

**Date:** 11<sup>th</sup> October 2023    **Time:** 7.30pm

**Venue:** The Village Hall, The Wyches, Little Thetford CB6 3HG



To All Members of the Parish Council. You are hereby summoned to attend the full council meeting of the Parish Council for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies in before the meeting. The meeting is open to members of the public (including the press) but is not a public meeting.

**Quorum: 3                      Members: 6                      Vacancies: 1**

Mrs Amy Jacklin – Clerk/Proper Officer, 5<sup>th</sup> October 2023

*Mrs Amy Jacklin*

#### AGENDA

**23/96 Chairman Welcome**

**23/97 To receive and accept apologies for absence.**

**23/98 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.

**23/99 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.

**23/100 Approval of Minutes**

1. To approve minutes for signature from Wednesday 13<sup>th</sup> September 2023
2. Matters arising from the minutes (For information only)
3. Clerks Report

**23/101 Finance Matters**

1. To receive an update on the financial situation of the Council from the Clerk.
2. To approve invoices for payment as per schedule at the end of agenda.
3. To discuss first draft of 2024/25 budget

**23/102 To receive County Councillor & District Councillor Reports**

**23/103 Planning Applications**

**23/104 Progress on Planning Applications (For Information)**

**23/105 Council Administration Matters**

1. Discuss and agree the new three-year village maintenance contract for 2024-26
2. Discuss quotation from Adams Forge regarding the work needed on the cemetery gates.

3. Discuss quotation from Remember When UK regarding the telephone box refurbishment.
4. Agree to pay for new adult pads for the defibrillator which expiry Jan 24.
5. Discuss a grant request from the feast committee.

**23/106 Open Spaces**

1. Agree on new location for the dog waste bin on New Close Road.
2. Discuss request to have two new benches outside the changing rooms for spectators.
3. Agree on next steps for damaged picnic table at Holt Fen.
4. To discuss each quotation from Sovereign regarding the soakaway now questions have been answered.
5. Update progress with lease break regarding MUGA, changing rooms and field.
6. Update progress with Freeman Brear Architects regarding carpark.
7. Cllr Hadley to share findings from the quarterly risk assessments.

**23/107 Date of next meeting**

Wednesday 11<sup>th</sup> October 2023

**October Invoices**

Wave			Cemetery Water	£	5.00		£	5.00	
Three	^AP1176277684		Mobile Phone Charges	£	8.33	£	1.67	£	10.00
NEST			Clerk Pension	£	15.03			£	15.03
Amy Jacklin	923	15-Oct-23	October Salary	£	680.24			£	680.24
John Skipper	2367	30-Sep-23	Village Maintenance	£	830.00			£	830.00

Chairman: Cllr C Mitchell

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

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