

Minutes of the Full Council Meeting held on Wednesday 15th May 2023 at 7.30pm

Attendees: Cllr Charlotte Mitchell (Chair), Cllr Ian Driver, Cllr Olibhe Collins-Neat, Cllr Tracey Durham and Cllr Alison Kilby.
Clerk: Amy Jacklin
District: Cllr Bill Hunt
Members of the public- 0
Start Time 7.30pm

24/56 Election of Chairman

It was RESOLVED by a unanimous vote that Cllr Mitchell would be re-elected as Chairman for the next 12 months. It was noted that the declaration of Office was signed by Cllr Mitchell at the meeting.

24/57 Election of Vice Chairman

It was RESOLVED by a unanimous vote that Cllr Kilby would be elected as Vice Chairman for the next 12 months. It was noted that the declaration of office was signed by Cllr Durham at the meeting.

24/58 To receive and accept apologies for absence.

None

24/59 Councillor's Declarations of Interest

Cllr Mitchell 23/67.9-Previous speed watch co-ordinator.

24/60 Public and Press Participation Session

None

24/61 Approval of minutes

1. It was **Proposed** by Cllr Mitchell and **Seconded** by Cllr Driver and **agreed** unanimously to accept the minutes from Wednesday 17th April 2024.
2. None
3. No questions regarding the clerk's report.

24/62 Finance Matters

1. It was **proposed** by Cllr Durham and **seconded** by Cllr Collins-Neat, with a unanimous vote to **accept** the council's financial position.
2. It was **proposed** by Cllr Collins-Neat and **seconded** by Cllr Driver, with a unanimous vote to pay the invoices for May. There were two additional invoices to pay, Gallagher (Village Insurance) and Canals (Internal audit).
3. It was **proposed** by Cllr Collins-Neat and **seconded** by Cllr Mitchell, with a unanimous vote to increase the cemetery fees. The clerk will share the new fees document in the village noticeboard.
4. To note the clerk shared the internal audit findings during the meeting.
5. It was **proposed** by Cllr Kilby and **seconded** by Cllr Collins-Neat, with a unanimous vote to **agree** to section 1 'Annual Governance Statement 2023/24' of the Annual Governance and Accountability Return.
6. It was **proposed** by Cllr Kilby and **seconded** by Cllr Collins-Neat, with a unanimous vote to **agree** to section 2 'Annual Governance Statement 2023/24' of the Annual Governance and Accountability Return.

24/63 Review and Adoption of Statutory Documents, Appointments and Policies.

1. It was **proposed** by Cllr Mitchell and **seconded** by Cllr Durham, with a unanimous vote to **approve and adopt** the 2024 Standing Orders.
2. This item has been moved to Junes meeting due to a recent update in the Financial Regulations.
3. It was **proposed** by Cllr Collins-Neat and **seconded** by Cllr Durham, with a unanimous vote to appoint Mrs Amy Jacklin as the responsible Financial Officer.
4. It was **proposed** by Cllr Collins-Neat and **seconded** by Cllr Durham, with a unanimous vote to continue to follow the adopted LGA member Code of Conduct 2020.
5. It was **proposed** by Cllr Michell and **seconded** by Cllr Driver, with a unanimous vote to **approve** the current signatories on our Unity Bank.
6. It was **proposed** by Cllr Durham and **seconded** by Cllr Collins-Neat, with a unanimous vote that no changes were needed to the authorised persons on the Unity bank account or BACS system which is a dual process.
7. It was **proposed** by Cllr Michell and **seconded** by Cllr Driver, with a unanimous vote to use Gallagher to provide our insurance through Hiscox for 2024.
8. The clerk **noted** two amounts of expenditure under S137 of the Local Government act 1972 namely a £250 grant to St Georges Church and a £1350 grant for FOLTS.

24/64 Review of Policies and Procedures.

1. It was **proposed** by Cllr Durham and **seconded** by Cllr Collins-Neat, with a unanimous vote to **agree** the complaints procedure.
2. It was **proposed** by Cllr Mitchell and **seconded** by Cllr Olibhe-Neat, with a unanimous vote to **agree** to the policy for data protection and freedom of information.
3. It was **proposed** by Cllr Kilby and **seconded** by Cllr Mitchell, with a unanimous vote to **agree** to the policy for dealing with Press and Media.
4. It was **proposed** by Cllr Durham and **seconded** by Cllr Driver, with a unanimous vote to **agree** to the employment policies and procedures.
5. It was **proposed** by Cllr Kilby and **seconded** by Cllr Collins-Neat, with a unanimous vote to **agree** to the councils' subscriptions to other bodies.

24/65 To receive County Councillor & District Councillor Reports

Cllr Bill Hunt (District and County Councillor) attends to give a report.

East Cambs District council were awarded 2nd place out of 317 councils in a survey carried out by the Times Newspaper, this survey involved an analysis of the office of local government.

The Littleport to Cambridge bus has reduced its service which is a shame, however the zipper is currently running well.

Planning permission for the Stretham doctors' surgery has been given by ECDC.

ECDC and I support the 20mph limits where sensible and where supported by residents. We are anti 'blanket' approach and minimal consultation in Ely. A survey has now been set up to have your say, the clerk will share the link on Facebook.

The new waste bin fleet that are using Hydrotreated Vegetable Oil (HVO) fuel will start to use black plastic bins, bags will be phased out.

Hedgehog welfare will now form part of every supplementary planning document, this is fantastic news for the endangered species.

24/66 Planning Matters- None

24/67 Council Administration Matters

1. It was **agreed** that Cllr Driver would clean the noticeboards in the village. Cllr Driver will then report back if sanding and re-varnish is needed.
2. Cllr Mitchell mentions application is not needed. The clerk will investigate this.
3. CIL monies received in April- £2,394.25

4. It was **proposed** by Cllr Kilby and **seconded** by Cllr Mitchell, with a unanimous vote to **agree** to the digger and dumper hire to complete works at the conservation area, dig bases for two new benches and level ground outside the changing rooms.
5. The clerk noted that she has instructed the cleaner of the changing rooms to come bi-weekly outside of the football season.
6. The clerk shared her findings of the most recent village risk assessment. All actions will be rectified in May.
7. The council were very pleased to see the ROSPA children's playpark assessment showing no immediate action.
8. The clerk noted the disconnect of the electric feed to the telephone box will be completed by UK Power Networks on 28th May 24.
9. Unfortunately, due to work commitments, there were no councillors able to commit to becoming a speed watch co-ordinator for little Thetford.
10. The Parish Council have agreed not to go ahead with the plaque request from a member of the public.

24/68 Date of next meeting

12th June 2024

End Meeting: 9.02pm

Wave			Cemetery Water	£	5.00		£	5.00	Paid by DD	
Three	VAP1176277684		Mobile Phone Charges	£	8.33	£	1.67	£	10.00	Paid by DD
NEST	424		Clerk Pension	Confidential			Confidential		Paid by DD	
Amy Jacklin	424		May Salary	Confidential			Confidential		Paid 15/5/24	
John Skipper	2419	30/04/2024	Village Maintenance	£	580.00		£	580.00	Paid 15/5/24	
ROSPA	78401	24/04/2024	Annual playpark inspection	£	98.00	£	19.60	£	117.60	Paid 15/5/24
Scribe	5899	24/04/2024	Annual Subscription	£	408.00	£	81.60	£	489.60	Paid 15/5/24
Amy Jacklin	424	30/04/2024	Clerk expenses	£	139.95		£	139.95	Paid 15/5/24	
ACS Tree Care	250	08/05/2024	Tree Maintenance	£	2,755.00		£	2,755.00	Paid 15/5/24	
Canalbs	613	10/05/2024	Internal Audit	£	99.00		£	99.00	Paid 15/5/24	
Gallagher	129495111	27/04/2024	Annual Village Insurance	£	729.51		£	729.51	Paid 15/5/24	
Payments for Field Account										
Nicoles Crystal Clean	414	26/04/2024	Deep clean of changing rooms	£	140.00		£	140.00	Paid 15/5/24	
Chapel Interiors	1	16/05/2024	Hammerite paint for container				£	77.37	Paypal	
Truelink	T14487	30/04/2024	Grass cutting on sports field	£	128.00	£	25.60	£	153.60	Paid 15/5/24

Signed.....

Dated.....