



GAMLINGAY PARISH COUNCIL

NOTICE OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL

Dear Sir/Madam

Notice is hereby given that Annual General Meeting of **Gamlingay Parish Council** will be held at the Kier Suite, Eco Hub, Stocks Lane, on **Tuesday 10th May 2016 at 7.30pm**. All members of the Parish Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder:-

Dated this 5th day of May 2016
Mrs. K F Rayner /Mrs L Bacon
Clerks

BUSINESS TO BE TRANSACTED

1. **To appoint Chairman and vice Chair to the Council**
2. Receive apologies for absence
3. **To receive declarations of interest from councillors on items on the agenda:-**
 - 3.1 To receive written requests for dispensations for disc losable pecuniary interests.
 - 3.2 To grant any requests for dispensations as appropriate.
4. To receive any representations from Members of the Public and Press relating to items of business on this agenda during a fifteen minute Open Forum.
5. To approve and sign as a correct record the Minutes of the Meeting of 12th April 2016. Approve minutes of Annual Parish Meeting 26th April for publication purposes, note draft minutes of F&GP 26th April 2016.
6. To consider Any Matters Arising from these minutes
7. **District and County Councillors reports-** Cllr Smith, and Cllr Kindersley (District and County representative)
8. **Appoint members to serve on Committees and groups**
 - 8.1 Planning Committee, Finance and General Purposes Committee, Publications sub committee, and the Management Committees of the WI Hall, the Methodist Chapel, Staffing committee.
 - 8.2. Members interested in representing the Council on other groups- **Forward Gamlingay! GVC Leisure, GCT, Neighbourhood Planning, Gransden gliding club consultative committee, GCC Ltd.**
 - 8.3 Approve Standing Orders and Financial Regulations – available at <http://www.gamlingay-pc.gov.uk/>- latest changes proposed
 - 8.4 Adopt the Race Relations/Equal Opportunities Statement, the current General Code of Conduct, Members interest Forms- changes to be notified
9. **Monthly round up from village groups-** i. Forward Gamlingay (BS) ii.GEAG, iii. 90th Queen's birthday working party-report
10. **To receive reports from other initiatives** involving the Parish:-

- 10.1 **Cinques Common-** i. note minutes of F&GP 26th April 2016, ii. Plans for carrying out works-update, iii. Gazette report May 2016-determine whether further response is necessary.
- 10.2 **Millbridge brook-** i. Survey of dead trees and replacement plan. ROSPA report and further actions (including Lower Field)
- 10.3 **The Butts – Risk Assessment-** ROSPA report and further actions, ii) repairs quotation
- 10.4 **PCLC – meeting 25th April-verbal summary,** ii. Signage request for hub car park, iii. Eco Hub RIBA Award- Cambridge News 18th April 2016
- 10.5 **Old Methodist Chapel/WI hall –**i. Lighting- update, ii. WI Hall external painting, planter scheme proposal.
- 10.6 **Church Street scheme-** update
- 10.7 **Neighbourhood Plan –**i. Housing Design workshop 30th April, GEAG brainstorming session 20th April 2016, next meeting 17th May 2016 at 7pm at the Eco Hub, draft communications strategy.
- 10.8 **Cemetery & Churchyards –i). St Mary’s Field cemetery-** i. water pump and sensory garden completion. ii. Memorial system- details of construction, iii. Parking arrangements- users of Church Hall (JW)
- 10.9 **Library –** latest visitor figures
- 10.10 **Project Officer proposals-** (BS)i)Business Hub proposals, ii) Gateway to Greensand Ridge-proposal

11. **Information and communications** i. Gazette reports for May edition- details, ii. website
12. **Financial** i. To be approved- Cheques list BACS and Direct debits
13. **Recreation Spaces** i) **Bowls Club-** risk assessment-ROSPA report
ii) **Football Club –**final senior fixture Sat 7th May.
iii) **Footpath access-** Honey Hill (BS)
14. **South Cambridgeshire District Council-**i) Planning Policy monthly update ii) Flies- reports/complaints, iii) Pre application planning- contact with residents/applicants protocol.
15. **Cambs County Council –**
i). Highways-proposals for Drove Rd-next steps,
ii) Speedwatch signage details
iii) New reporting system-Cambridgeshire.gov.uk/info/report it
iv) Lollipop crossing patrol funding (JW)
16. **Police –** a) Equipment storage- options and views (Special Constable)
17. **Staffing and Councillor matters-** Staffing Committee 18th April-summary
18. **General Correspondence –** Available in the office.
19. **Items for the next agenda**

20. **To note the dates of the next Parish Council and Committee meetings**

Next Full Council meeting 14th June 2016 - 7.30pm.
F&GP Tues 24th May 2016 at 7.30pm
Planning meetings 7pm prior to all meetings.

21. To resolve closure of Meeting. In accordance with section 1(2) of the Public bodies (admission to meetings) Act 1960 in view of the confidential nature of the business to be transacted at item 16. it is advisable in the public interest that the public and press are temporarily excluded from the meeting and asked to withdraw.
Long term Preschool provision in Gamlingay-report

22. To formally record the **time of closure** of the Parish Council Meeting