



GAMLINGAY PARISH COUNCIL NOTICE OF THE ANNUAL MEETING OF THE PARISH COUNCIL

Dear Sir/Madam

Notice is hereby given that Annual Meeting of **Gamlingay Parish Council** will be held at the Maddocks Suite, Eco Hub, Stocks Lane, on **Tuesday 15th May 2018 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 9th day of May 2018
Mrs. K F Rayner /Mrs L Bacon
Clerks

BUSINESS TO BE TRANSACTED

1. **i) To appoint Chairman and vice Chair to the Council,**
 - ii) All Councillors to sign acceptance of office forms
 - iii) Distribution of Register of Interest forms (folder) and GDPR privacy notices for completion
2. To 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 disclosable 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 10th April 2018. Approve minutes of Annual Parish Meeting 24th April for publication purposes, note draft minutes of F&GP 27th March 2018.
6. To consider Any Matters Arising from these minutes
7. **District and County Councillors reports-** Newly elected District Cllr Smith, and County Councillor S Kindersley
8. **Appoint members to serve on Committees and groups**
- 8.1 Planning Committee, Finance and General Purposes Committee, Publications subcommittee, Management Committee of the Methodist Chapel and Staffing sub committee.
- 8.2. Members interested in representing the Council on other groups- **GCT, Gransden gliding club consultative committee, GCC Ltd (PCLC)**
- 8.3 Approve Standing Orders and Financial Regulations – available at <http://www.gamlingay-pc.gov.uk/>-
- 8.4 Adopt the Race Relations/Equal Opportunities Statement and the current General Code of Conduct
9. **To receive reports from other initiatives** involving the Parish:-
 - 9.1 Gamlingay Business App- report to next meeting
 - 9.2 Library – latest visitor figures to note
10. **Information and communications -**
 - i)Corporate Identity- Logo for Parish Council-options
 - ii) Parish Councillor contact details for publication - new email addresses-GDPR,



- iii) Cambs Acre- Parish profiles
- iv) Greensand Country festival- banner locations
- 11. **Financial**
 - i) Payments to be approved
- 12. **Land and Buildings**
 - 12.1 Cemeteries and Churchyards inspection report- April 2018 for information
 - 12.2 To note completion of annual ROSPA inspections – report to F and GP
- 13. **South Cambridgeshire District Council-**
 - i) Planning Policy monthly update
 - ii) Drop in open house Weds 16th May 11am-12.30pm-Robinson Court
- 14. **Cambs County Council – Highways**
 - i). Road traffic Incident-8th April- letter and response
 - ii) Church St scheme- latest
 - iii) School parking- email for consideration
- 15. **Community groups reports**
 - i) Forward Gamlingay!,
 - ii) Neighbourhood Plan,
 - iii)Speedwatch group
- 16. **Staffing and Councillor matters-**
 - i) CAPALC membership and LCPAS service
 - ii) Chairmanship training- CAPALC-June or July
- 17. **General Correspondence** – Available in the office.
- 18. **Items for the next agenda** – Greensand Country presentation
- 19. **To note the dates of the next Parish Council and Committee meetings**
 - Next Full Council meeting Tues 12th June at 7.30pm at Eco Hub (Kier Suite)
 - F&GP Tues 22nd May 2018 at 8pm
 - Planning meetings 7pm prior to all meetings.
- 20. To formally record the **time of closure** of the Parish Council Meeting