



Clerks L Bacon and K Rayner
Gamlingay Eco Hub
Stocks Lane, Gamlingay, Beds, SG19 3JR
www.gamlingay-pc.gov.uk

NOTICE OF THE ANNUAL GENERAL MEETING

Notice is hereby given that a **Meeting** of Full Council will be held at Gamlingay Eco Hub **on Tuesday 14th May 2024 at 7.30pm**. All members of this Committee 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 8th May 2024
Mrs. K Rayner /Mrs L Bacon
Clerks

BUSINESS TO BE TRANSACTED

1. To elect a Chair and Vice Chair of the Council.
2. To receive apologies for absence and to receive declarations of interest from councillors on items on the agenda.
3. To receive written requests for dispensations for disc losable pecuniary interests (if any) and to grant any requests for dispensations as appropriate. Reminder to councillors to update Register of Interest forms and to declare any interests at each meeting to be recorded in the minutes.
4. To approve and sign the Minutes of the Full Council meeting held 9th April 2024 and to consider any matters arising. To note the F&GP minutes of 26th March 2024, and draft Annual Parish Meeting minutes 23rd April 2024 to sign for publication.
5. To receive any representations from Members of the Public and Press relating to items of business on this agenda during a ten-minute Open Forum.
6. Note Correspondence from Local MP, District and County Councillors, Police and reports from local groups.
 - i. Cllr B Smith-District
 - ii. Cllr S Kindersley -County
 - iii. Climate Action Group – minutes of last meeting
 - iv. Gliding Club- Minutes -to note.
 - v. Forward Gamlingay – update on search for new trustees and continuation of Youth Club.



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7. To re-appoint members to serve on Committees and groups and to appoint additional members to fill vacancies. Annual pack distribution.
8. To approve Standing Orders and Financial Regulations
9. To approve General Code of Conduct
10. To receive reports from other initiatives involving the Parish:-
 - i. Eco Hub a. PCLC minutes and occupancy licence proposal
 - ii. Millbridge Brook Meadows a. Feedback from MBM10 event-Sunday 5th May 2024 and matters arising.
 - iii. Open spaces a. Garage block guttering and repair- emergency works ordered- to note b. Grass cutting- communications concerning difficulties in carrying out cuts/manpower issues. c. revised quote for bench installation at the Pitt
 - iv. Old Methodist Chapel – a) Structural report, and roof works proposals for consideration b) Update on LED lighting refit. C) Delayed invoice- payment (2023)
 - v. Library – latest statistics to note
11. Information, communications, and consultation
 - i. Article on “Swishing”- for consideration
 - ii. Electric vehicle public charging- interest in grant funding and potential location/s.
 - iii. Support for The Climate and Nature Bill- request
 - iv. Invitation to join Rural Village Services Group
 - v. Annual report 2023-4 for information
12. Financial
 - i. Financial year end 31.3.2024.
 - ii. To approve the Annual Governance and Accountability Statement (AGAR sec. 1)
 - iii. To approve the Accounting Statements (AGAR sec. 2)
 - iv. To note internal audit report
 - v. To approve payment vouchers 22-28



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- vi. To note sale of second hand Christmas lights

- 13. Cambridgeshire County Council and South Cambridgeshire District Council items
 - i. County- Early years provision and First school site– minutes from recent meeting for information and plan for future disposal to note.
 - ii. SCDC- Street Trading Policy – consultation on amendments
 - iii. SCDC- Zero Carbon Communities funding- to note
 - iv. SCDC – Parish Liaison meeting invitation 17.6.2024
 - v. LHI application – update on presentation to committee 8.5.24 and costs.
 - vi. TMI – latest incident report and training offer to note
- 14. Staff and Councillor matters
 - i. Apprentice parish council taster days- Planning (SCDC)
 - ii. Year 10 placement (July)
 - iii. Managing Projects- training request-September (KR)
 - iv. Duke of Edinburgh scheme volunteer work completion to note
- 15. Routine Correspondence – available in the office.
- 16. Items for the next meeting.
- 17. Dates of next meetings: -Planning and Full Council Tuesday 11th June 2024, F and GP 28th May 2024.
- 18. Record Closure time of meeting