



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 13th May 2025 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 7th May 2025
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, applications for co-option 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 8th April 2025 and to consider any matters arising. To note the F&GP minutes of 25th March 2025, and draft Annual Parish Meeting minutes 22nd April 2025 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. County Councillor – To receive annual report from previous County Councillor Sebastian Kindersley and to note newly elected County Councillor James Stuart.
 - iii. Climate Action Group – to note minutes of last meeting and matters arising
 - iv. Gliding Club- Minutes -to note (RP attended).



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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 16.4.25.
 - b. Requests for draw down of sinking fund half yearly payment,
 - c. Proposed additions to long term maintenance schedule (solar batteries)
 - d. Proposed order for new building management system from LTMF.
 - e. VE day 80 display – to note now in situ.
 - ii. Millbridge Brook Meadows a. Pantaloons outdoor theatre 28th June 2025 update (JE).
 - iii. Open spaces a. To note message regarding cut of Lupin field by landowner.
 - iv. Old Methodist Chapel –
 - a. To receive notes of a working party meeting 29th April, and update.
 - b. To determine appointment of contractor for roof works
 - c. To confirm appointment of consultants for VAT position update
 - d. To note outcome of grant application for replacement windows and calculation for energy loss.
 - e. To consider draft specification for solar installation, local contractors list and to receive quotations (to F&GP)
 - v. Library – no items.
11. Information, communications, and consultation
 - i. Annual report 2024-5 – draft to note
12. Financial
 - i. Financial year end 31.3.2025. To note annual accounts.
 - ii. To approve the Annual Governance and Accountability Statement (AGAR sec. 1)
 - iii. To approve the Accounting Statements (AGAR sec. 2)



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- iv. To note internal audit report – visit 13.5.2025
 - v. To approve payment vouchers 10-35
 - vi. To consider renewal of ACRE membership £72 and subscription to Parish Online £160 ex VAT.
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- 13. Cambridgeshire County Council and South Cambridgeshire District Council items
 - i. SCDC- no items
 - ii. County – LHI application – update on application for Park Lane path
 - 14. Staff and Councillor matters – staffing meeting June 18th 7pm.
 - 15. Routine Correspondence – available in the office.
 - 16. Items for the next meeting.
 - 17. Dates of next meetings: -Planning and Full Council Tuesday 10th June 2025, F and GP 27th May 2025.
 - 18. Record Closure time of meeting