

I hereby give notice that, as previously arranged,  
**The 727th Meeting of the Papworth Everard Parish Council will be held on  
Wednesday 11<sup>th</sup> December 2013 at 7.30pm  
in the offices Upper Pendrill Court Ermine Street North**

**All members of the 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**



Tess Rogers - Clerk  
04/12/13

#### **AGENDA**

During the first half of the meeting (at a time to be decided by the Chairman) there will be an Open Forum, when members of the public may ask questions. Anyone wishing to ask a question must notify the Clerk or the Chairman no later than 5pm on the day before the meeting.
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- 152/12-13 To receive and approve apologies for absence**
- 153/12-13 Declaration of Pecuniary Interests**
- 154/12-13 To confirm and approve the minutes of the meeting held on the 13th November 2013 .**
- 155/12-13 Actions Report**  
To confirm the status of all action points following the last meeting.
- 156/12-13 Matters arising or carried forward from the last or previous meeting**
- 156/12-13.1 To receive an update regarding the ongoing parking situation in Ermine Street North.  
The clerk has clarified the position regarding residents parking permits. Letters have been issued to residents with properties fronting on to Ermine Street South where the proposed lines will be placed, requesting details of their parking situation.
- 156/12-13.2 To consider any information received following a meeting held at Papworth Hospital to clarify the Parish Council's decision to re open the gate at North Lodge Drive.
- 156/12-13.3 To receive any information from the environmental officer regarding the sewerage treatment plant at the north of the village. A decision regarding future action necessary may be required.
- 157/12-13 Matters for information only**
- 157/12-13.1 To receive the date for the electrical waste collection.
- 157/12-13.2 Voices from the Village of Hope – project update December 2013
- 157/12-13.3 Letter received from Cambridgeshire Constabulary regarding the changes being made to their panel process.
- 157/12-13.4 Society of Local Council Clerks news bulletin – Parliament is now considering abolishing the '2' signatures' rule and allowing electronic payments.
- 157/12-13.5 To receive any information arising from the clerks' meeting to be held at Huntingdon town hall on the 10<sup>th</sup> December
- 158/12-13 To receive reports from County and District Councillors**  
To receive verbal reports from district and county councillors

**159/12-13 Parish Council Matters**

- 159/12-13.1 To receive a report from the planning committee following the meeting held on the 3<sup>rd</sup> December 2013.
- 159/12-13.2 To receive a report from the amenities committee following the meeting held on the 18<sup>th</sup> November 2013.
- 159/12-13.3 To receive a report from the village hall committee following the meeting held on the 9<sup>th</sup> December 2013.
- 159/12-13.4 To receive a report from the playing fields committee following the meeting held on the 26<sup>th</sup> November (to include the required wording for the parking signs to be placed on the field).
- 159/12-13.5 To discuss the future of the youth club following the temporary suspension of the caravan from Papworth on Fridays unless an alternative pitch can be found on which to locate it.  
Unfortunately over the last few weeks the young people have been very high spirited causing upset to Pendrill Court security staff and retail outlet proprietors therefore unless an alternative site can be found a resolution is required to close the club until further notice.
- 159/12-13.6 To discuss with district and county councillors the possibility of a joint approach to the Varrier Jones Foundation (VJF), in support of Papworth Hospital's wish to expediate negotiations relating to the proposed extension of the hospital car park at Stirling Way.
- 159/12-13.7 To consider Papworth Hospital's suggestion that they use the grassed area in front of Papworth Hall and to the side of the Village Hall as temporary parking sites.
- 159/12-13.8 Local Highway Improvement Initiative  
To consider if the parish council would like to apply for funding toward an appropriate improvement.
- 159/12-13.9 To agree meeting dates for 2014
- 159/12-13.10 To approve recommendations received from the HR Committee following the meeting held on the 27<sup>th</sup> November.
- i) To increase the assistant clerk's salary in line with the NJC's 2013/14 National Salary Awards Scale LC1 And part LC2 SCP 20, and back date this to 1<sup>st</sup> April 2013
  - ii) To pay to the assistant clerk, in form of a bonus, a pension contribution, as per the parish council's agreement to pay into a staff pension scheme following a recommendation made by the HR committee following the meeting held in May 2013
  - iii) To increase the clerk's salary in line with the NJC's 2013/14 National Salary Awards Scale LC1 And part LC2 SCP 27 and back date this to 1<sup>st</sup> April 2013
  - iv) To pay to the clerk, in form of a bonus, a) a pension contribution as per the parish council's agreement to pay into a staff pension scheme following a recommendation made by the HR committee following the meeting held in May 2013 and b) a performance bonus.
  - v) A resolution is required to adopt the new staff handbook
  - vi) A resolution is required to adopt the new Statement of Particulars for new employees.

**160/12-13. Correspondence and Communications**  
**To receive general correspondence and agree any responses and actions**

**161/12-13 Finance and Procedure**

- 161/12-13.1 To approve accounts for payment as at the 11<sup>th</sup> December 2013.

161/12-13.2 At the finance meeting held on the 20<sup>th</sup> November 2013 it was agreed to recommend to the Parish Council a budget figure of £97,500.00 for the 2014/15 financial year. Subsequently this sum will be the Precept figure requested from South Cambs District Council. This recommendation was proposed by Paul Phillips, seconded by Chris Howlett and agreed by the full committee.

**162/12-13 Date of next meeting(s)**

Amenities Committee	16.12.2013
Finance Committee	16.04.2014
Cemetery Committee	12.03.2014
Playing Fields Committee	28.01.2014
HR Committee	02.04.2014
Planning Committee	07.01.2014
Parish Council Meeting	08.01.2014

**Close of meeting**