

# PAPWORTH EVERARD PARISH COUNCIL

Papworth Village Hall, Ermine Street South, Papworth Everard, CB23 3RD

## PARISH COUNCIL MEETING

I hereby give notice that, as previously arranged,

**The Annual Meeting and the 766<sup>th</sup> Meeting of Papworth Everard Parish Council  
will be held on Wednesday 10 May 2017 at 7.30pm  
in the Seminar Room at Papworth Village Hall**

**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**

Sarah Cruse – Clerk  
04.05.2017

## AGENDA

Members of the press and public are welcome to attend this meeting except for any item labelled confidential. The press and public may not speak when the council is in session but they can make points in the allocated time. Anyone wishing to ask a question must notify the Clerk or the Chairman no later than 5pm on the day before the meeting.

- 65/05-17 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**
- 66/05-17 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office.**
- 67/05-17 To receive and approve apologies for absence**
- 68/05-17 To receive any declarations of pecuniary interests**
- 69/05-17 To complete updated Disclosure of Pecuniary Interests forms for each council member (attached)**
- 70/05/17 All councillors to sign their Declarations of Office**
- 71/05-17 Public Participation**
- 72/05-17 To confirm and approve the minutes of the Parish Council meeting held on 12 April 2017.**
- 73-05/17 To review committee structures and to appoint members (if necessary) to serve on the under-mentioned committees:**
  - 1. Amenities Committee
  - 2. Planning Committee
  - 3. Village Hall Committee
  - 4. Playing Fields Committee
  - 5. Finance Committee
  - 6. HR Committee
- 74/05-17 To agree representative/s for the Swavesey Neighbourhood Policing Panel**
- 75/05-17 To review the committee terms of reference**
  - 1. Amenities Committee
  - 2. Planning Committee
  - 3. Village Hall Committee

4. Playing Fields Committee
5. Finance Committee
6. HR Committee

**76-05-17**

**Actions Report**

To confirm the status of any action points from previous meetings.

**77/05-17**

**Matters for information only**

**78/05-17**

**To receive reports from County and District Councillors**

**79/05-17**

**Parish Council Matters**

79.05-17.1

To receive a report from the Amenities Committee held 24 April 2017.

79/05-17.2

To receive a report from the Village Hall Committee held 18 April 2017

79/05-17.3

To receive a report from the Playing Fields Committee held on 25 April 2017

79/05-17.4

To receive a report from the Planning Committee held 2 May 2017

**80/05-17**

**To agree the schedule of committee meetings for the 2017/18 Financial Year**

**81/05-17**

**To receive an update on progress regarding the implement shed and review and approve the proposed amendments to the Lease**

To review and approve the updated Lease document as provided by the Varrier-Jones Foundation.

**82/05-17**

**To review existing Risk Assessments and resolve to appoint an external company to renew and then review on an bi-annual basis**

**83/05-17**

**To receive a recommendation for the Amenities Committee to replace the zip-wire and to resolve to approve the necessary spend including associated costs.**

**84/05-17**

**To resolve to provide water to the Allotments**

**85/05-17**

**To consider and approve a new contract offer from BT for telephony and broadband services**

**86/05-17**

**To agree upon an agenda for the Annual Parish Meeting to be held on 24 May 2017**

**87/05-17**

**Correspondence and Communication**

To receive general correspondence and agree any responses and actions

**88/05-17**

**Finance and Procedure**

88/05-17.1

To approve the year end accounts for 2016/17 financial year

88/05-17.2

To approve accounts for payment.

**89/05-17**

**Matters for future discussion**

**90/05-17**

**Date of next meeting(s)**

Village Hall Committee	Tuesday 16 May	7.30pm
Amenities Committee	Wednesday 17 May	7.30pm
Annual Parish Meeting	Wednesday 24 May 2017	7.30pm
Planning Committee	Tuesday 6 June 2017	7.00pm
Parish Council	Wednesday 14 June 2017	7.30pm

Close of meeting

Signed: ..... Date: .....

Mr P Phillips  
Chairman