

PAPWORTH EVERARD PARISH COUNCIL

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

PARISH COUNCIL ANNUAL MEETING

I hereby give notice that, as previously arranged,
**The Annual Meeting of Papworth Everard Parish Council
will be held on Wednesday 8th May 2019 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
01/05/2019

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.

- 70/15-19 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**
- 71/05-19 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office.**
- 72/05-19 To receive and approve apologies for absence**
- 73/05-19 To receive any declarations of pecuniary interests**
- 74/05-19 To confirm the members of the Parish Council**
All councillors to sign their Declarations of Office
- 75/05-19 To complete updated Disclosure of Pecuniary Interests forms for each council member**
- 76/05-19 Public Participation**
- 77/05-19 To confirm and approve the minutes of the Parish Council meeting held on 10 April 2019**
- 78/05-19 Actions Report**
To confirm the status of any action points from previous meetings.
- 79/05-19 Matters for information only**
- 80/05-19 To receive reports from County and District Councillors**
- 81/05-19 Police Matters**
To raise any issues relating to the village to be forwarded to the Police
- 82/05-19 Correspondence and Communication**
- 82/05-19.1 To receive an invitation to a community engagement meeting regarding the A428 Black Cat to Caxton Gibbet project on 20th May
- 82/05-19.2 To receive an invitation to the Cambourne to Cambridge local liaison forum on 6th June

- 83/05-19 To review the current standing orders**
- 84/05-19 To review the current Finance Regulations**
- 85/05-19 To review committee structures and to appoint members (if necessary) to serve on the under-mentioned committees:**
1. Amenities and Playing Fields Committee
 2. Planning Committee
 3. Village Hall Committee
 4. Finance and HR Committee
- 86/05-19 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
- 87/05-19 Parish Council Matters**
- 87/05-19.1 To receive a report from the Village Hall Committee held 19 March 2019
- 87/05-19.2 To receive a report from the Amenities & Playing Fields Committee held 20 March 2019
- 87/05-19.3 To receive a report from the Planning Committee held 7 May 2019
- 88/05-19 To approve CAPALC Membership and authorise fee payment for 2019-20 and renewal of the General Data Protection Membership scheme**
- 89/05-19 To discuss and approve a renewal of the BT contract for Broadband, Office and Lift telephone lines**
- 90/05-19 To agree upon an agenda for the Annual Parish Meeting to be held on 22 May 2019**
- 91/05-19 To review and adopt a Risk Management policy**
- 92/05-19 Pavilion and Car Park Project**
- To review documentation provide by Lindum and to sign the Letter of Intent
- 93/05-19 Finance and Procedure**
- 93/05-19.1 Update – End of Year Accounts
- 93/05-19.2 To approve accounts for payment
- 94/05-19 Matters for future discussion**
- 95/05-19 Date of next meeting(s)**
- | | | |
|--------------------------------------|------------------------|--------|
| Village Hall Committee | Tuesday 14 May 2019 | 7.30pm |
| Amenities & Playing Fields Committee | Wednesday 15 May 2019 | 7.30pm |
| Annual Parish Meeting | Wednesday 22 May 2019 | 7.30pm |
| Planning Committee | Tuesday 4 June 2019 | 7.30pm |
| Parish Council | Wednesday 12 June 2019 | 7.30pm |

Close of meeting

Signed: Date: