

# ALCONBURY WESTON PARISH COUNCIL

www.alconburywestonparishcouncil.co.uk

**Parish Clerk: Alison Benfield BA (Hons) FILCM**

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18 April 2021

**For the health, safety and well-being of our community as a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020 all Parish Council meeting will be held remotely until further notice.**

Alconbury Weston Parish Council have resolved to use Zoom to facilitate the holding of meetings with the next meeting scheduled for Tuesday 5 May 2021 starting at 7.00pm

Should you wish to participate in the meeting please feel free to do so by clicking on the link - Alison Benfield is inviting you to a scheduled Zoom meeting.

<https://us02web.zoom.us/j/7875493611?pwd=bUZTNm5LOVo5TmtjRmVDdFZYS25pdz09>

Meeting ID: 787 549 3611

Passcode: 123456

One tap mobile

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Dial by your location

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*Alison Benfield*

**Alison Benfield BA (Hons) FSLCC  
PARISH CLERK**

## AGENDA

### 1.0 ELECTION OF CHAIRMAN

To elect a Chairman for the forthcoming year

### 2.0 DECLARATION OF OFFICE

To receive the Declaration of Office from the Chairman and confirm that it be signed at a future meeting in person

### 3.0 ELECTION OF VICE CHAIRMAN

To elect a Vice Chairman for the forthcoming year

### 4.0 DECLARATIONS OF INTEREST

To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.

### 5.0 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

### 6.0 PUBLIC PARTICIPATION

A maximum of 10 minutes is permitted for members of the public to address the meeting in relation to the business to be transacted at the meeting

### 7.0 MINUTES

To confirm as a correct record the Minutes of the Meeting of the Council held on 8 March 2021 (copy herewith) and agree these be signed at a future meeting in person

### 8.0 REVIEW OF COUNCIL POLICIES, PROCEDURES, REGULATIONS AND DELEGATED POWERS

8.1 To agree to review all policies and procedures by the August meeting of the council.

8.2 To confirm continued membership of CAPALC and to confirm support of the Clerk's membership of the SLCC

8.3 To confirm appointment of Parish Council Representatives to the following groups and organisations for the municipal year:-

- Amey Waste Transfer Station
- Alconbury Weald Parish Liaison

- Grass cutting & village green
- Speedwatch & SID
- Communication with Parishioners
- Flood Emergency Planning
- Flood Alleviation
- Play Area
- Parish Paths & Trees
- Highway Liaison
- Wooley Hill Wind Farm Grant Body

**9.0 RISK ASSESSMENT**

To agree that the annual risk assessment be deferred to a later meeting as a result of the Clerks absence

**10.0 GOVERNANCE REVIEW**

To receive an update from the Chairman/Cllr Powley

**11.0 REPORTS FROM REPRESENTATIVES**

- 11.1 Grass cutting & village green – Cllr P Baker
- 11.2 Speedwatch & SID – Cllr Stone
- 11.3 Communication with Parishioners – Cllr Bryan & Gillham
- 11.4 Flood Emergency Planning – Cllr Powley
- 11.5 Flood Alleviation Plan – Cllr Bryan
- 11.6 Play Area – Cllr Bryan & Gillham
- 11.7 Parish Paths and Trees – Cllr P Baker
- 11.8 Alconbury Weald Parish Liaison – Cllr J Baker
- 11.9 Highway Liaison – Cllr Rochford
- 11.10 Amey Waste Transfer station – Cllr Bryan
- 11.11 Wooley Hill Wind Farm Grant Body
- 11.12 To consider any actions as required as a result of the above reports

**12.0 ORDERS FOR PAYMENT**

To ratify those payments made between meetings  
Payroll & HMRC – March

To note and agree the following payments are made:-

BEAM – Grass cutting April	£285.00
Payroll & HMRC – April & May Salary	
CAPALC – Annual Membership	
Haven Power – Street Light Energy (direct debit)	
Earth Anchors Ltd – Picnic Bench	£540.00

**13.0 BANK RECONCILIATION**

To receive bank reconciliation up to 31 March 2021 (cop herewith)

**14.0 BUDGET REPORT**

To receive and note Budget Report up to 31 March 2021 (copy herewith)

**15.0 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

To receive verbal reports from District and County Councillors in attendance.

**16.0 MATTERS FOR INFORMATION**

- 16.1 To note the following communications not previously circulated:-
  - None to date
- 16.2 To receive comments from Councillors regarding matters affecting the village
- 16.3 To agree items to be brought forward to the next meeting for further consideration

Next meeting to be confirmed