

ALCONBURY WESTON PARISH COUNCIL

www.alconburywestonparishcouncil.co.uk

Parish Clerk: Alison Brown

46 Oakdale Avenue, Peterborough PE2 8TA

parishclerk@alconburywestonparishcouncil.co.uk

Tel: 01733 346483

To: The Chair and Members of Alconbury Weston Parish Council

You are hereby summoned to attend the Meeting of Alconbury Weston Parish Council to be held on **Monday 20th June 2022 at Alconbury Sports and Social Club, Great North Road, Alconbury, PE28 4EX at 7.00 pm.**

A Brown

Alison Brown
Proper Officer
14th June 2022

Public Participation – During the 10 minutes Public Participation, members of the public and press are invited to address the Council regarding items that are on the agenda. If you wish to discuss any other matter, please contact the Clerk outside of this meeting.

AGENDA

24.0 APOLOGIES FOR ABSENCE

25.0 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.

26.0 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.

27.0 MINUTES

To confirm as a correct record the Minutes of the Meetings of the Council held on 9th May and 30th May 2022

28.0 REPORTS FROM DISTRICT AND COUNTY COUNCILLOR

29.0 REPORTS FROM REPRESENTATIVES AND RESOLVE ANY ACTIONS IDENTIFIED

29.1 Grass cutting and village green – Cllr P Baker

29.2 Highways, Speedwatch and SID – Cllrs Stone, assist Harper-Harris, Morton

29.3 Communication with parishioners – Cllr Brine

29.4 Flood alleviation (including TABFG report) – Cllr P Baker, assist Brine, Waring

29.5 Flood emergency planning – Cllr Morton

29.6 Play area – Cllr J. Baker

29.7 Planter's maintenance – Cllr Waring

29.8 Parish paths, trees and benches – Cllrs Morton, assist Harper-Harris

- Maintenance of the footbridges at either end of the High Street
- Narrowness of the path up Vinegar Hill, on the left-hand side going up
- Quotes for Tree report

29.9 Planning – Cllr Harper-Harris

29.10 Alconbury Weald Parish Liaison – Cllr Brine

29.11 Wooley Hill Wind Farm Grant liaison body – Cllr Stone

29.12 Parish Council IT systems – Cllr Morton

- Receive quote from Askit to upgrade to Office 365 and change to .gov.uk domains
- Receive quote from Askit to upgrade Clerk's laptop

29.13. Fibre Broadband – Cllr Waring

29.14. Wildflower meadows – Cllr Stone, assist Harper-Harris

30.0 ADOPTION OF REVIEWED POLICIES

- Standing Orders
- Financial regulations
- Code of Conduct
- Role description of Parish Clerk

31.0 THE ALCONBURY BROOK FLOOD GROUP (TABFG)

32.0 COMMUNITY INFRASTRUCTION LEVY (CIL) PAYMENT

To acknowledge receipt of CIL payment and councillors to report on potential projects

33.0 PURCHASE OF MARQUEE

To receive and resolve request to purchase second-hand marquee

34.0 ALCONBURY WESTON PARISH NEIGHBOURHOOD PLAN

To receive request and resolve

35.0 CRIME STOPPERS

To receive request for volunteers and agree action - deferred from last meeting

36.0 PARISH COUNCIL MEETING DATES

Confirmation of meeting dates for remainder of 2022

37.0 PLANNING

To resolve to submit comments on applications where appropriate:

37.1 22/01060/P3MPA - Prior Approval Agri to Offices or Shop, Proposal: Change of use to B1 Light Commercial Use at Sallows Farm, 86 Hamerton Road, Alconbury Weston, Huntingdon PE28 4JD

37.2 22/01042/HHFUL - Addition of front and rear dormer windows, insertion of first floor window on front elevation, insertion of rooflight to rear roof slope, removal of chimney and application of horizontal timber cladding to gable facades at 15A High Street, Alconbury Weston, Huntingdon PE284JP

37.3 22/01195/HHFUL - Two storey rear extension and associated works at 37 Wheatsheaf Road, Alconbury Weston, Huntingdon PE28 4LF

38.0 ORDERS FOR PAYMENT

Resolve Orders for payment June 2022:

Drax Ltd	Street lighting April 2022 (DD)	£9.47
Huntingdonshire District Council	Uncontested Parish Council election re-charges	£132.58
Beam	Grass cutting	£285.00
Mrs A Brown	Clerk salary & expenses June 2022	£268.75
HMRC	Clerk PAYE	£58.00
Scribe	Scribe accounts annual subscription and set up	£450.00
Evolve Accountancy	Internal audit for year end 31 March 2022	£94.50

39.0 BANK RECONCILIATION AND MONIES RECEIVED

39.1 To receive monies received and bank reconciliation

39.2 Review expenditure against budget

40.0 INTERNAL AUDITOR'S REPORT

To receive and note the Internal Auditor's Report for the year ended 31 March 2022

41.0 ANNUAL RETURN AND STATEMENT OF GOVERNANCE

To receive the attached documentation and to resolve:

41.1 that this Council formally certifies itself as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 as neither its gross income or expenditure did not exceed £25,000 during the 2021/22 Financial Year

41.2 that this Council formally notes its consideration and confirmation that it has maintained an adequate system of internal control throughout each financial year in accordance with Assertions 2 and 6 of the Governance Statement contained in page 4 of the Annual Return

41.3 that the Annual governance statement for 2021/22 be approved and signed

41.4 that the Accounting statements for 2021/22 be approved and signed

41.5 that following consideration of all the above documents, approval be given for the Annual Return to be signed by Chairman, Parish Clerk & Responsible Financial Officer

42.0 APPOINTMENT OF INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2022/23

To confirm the re-appointment of Evolve Accountancy as Internal Auditors for the financial year 2022/23

43.0 MATTERS FOR INFORMATION

To receive and note

44.0 DATE AND TIME OF NEXT MEETING

Monday 1st August 2022, Alconbury Sports and Social Club