

# WITCHAM PARISH COUNCIL



**CLERK:**

*Mrs S J Bell*  
17 Astley Close, Sutton  
ELY, Cambs CB6 2PG  
Tel: 01353 778147

To All Members of the Council

You are hereby summoned to attend the Annual Meeting of the Parish Council to be held on Wednesday 8 May 2019 in the Village Hall at 7.30 pm for the purpose of transacting the following business:

MEMBERS: 6 QUORUM 3

## A G E N D A

To confirm completion of Declaration of Acceptance forms as Councillors, and completion of Registration of Disclosable Pecuniary and Other Interests

- 19/097 Election of Chairman 7.30pm
- 19/098 To receive Chairman's Declaration of Acceptance of Office and Code of Conduct
- 19/099 To receive and accept any apologies for absence
- 19/100 To welcome new Council, note result of recent elections
- 19/101 To receive any declarations of interest and remind Councillors they are required to review their Registrations of Interests regularly and notify any changes to ECDC Monitoring Officer via the Clerk within 28 days of the change.
- To receive any declarations of interest  
Councillors to declare any pecuniary interests in any items on the agenda.  
Councillors to declare any personal interests in any items on the agenda.  
Councillors to declare any prejudicial interests in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
- 19/102 Dispensations:  
To note any new Dispensations granted: Nil
- 19/103 To elect Vice-Chairman
- 19/104 To receive Vice-Chairman's Declaration of Acceptance of Office and Code of Conduct
- 19/105 Public Participation 7.40pm  
**To allow 15 minutes for any members of the public and Councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to the business to be transacted at this meeting.**
- 19/106 To elect representatives for Committees and external bodies
- 19/107 To fix Chairman's Allowance (LGA 1972 S.15(5))
- 19/108 To approve and sign the minutes of the meetings held on 17 April and 30 April 2019, and confirm agendas of same dates.
- 19/109 Matters arising from previous minutes (for information only)

- 19/110 To receive reports from District and County Council representatives, if any 8.00pm
- 19/111 To receive, consider, discuss and agree plan of action on any issues raised at Annual Parish Meeting held on 24 April 2019: Kiosk, dog bins, post box 8.10pm
- 19/112 Finance  
To approve receipts and payments for May (to follow)
- 19/113 To consider planning applications: 8.30pm  
19/00572/RMA 4 The Slade Reserved matters for a 1 ½ storey bungalow together with association parking and boundary fencing  
  
To note the following ECDC decisions  
19/0333/FUL Part 2-storey and part single storey extension with access to roof terrace Witcham Lodge Headleys Lane - Approved  
18/01024/FUL Construction of office building on the site of a former pole barn The Bungalow Hive Road – Approved
- 19/114 Cemetery Management  
To discuss cemetery lychgate
- 19/115 Recreation Ground and Play Equipment  
To receive monthly report on weekly inspections (MH)  
To receive and approve applications for use of recreation ground
- 19/116 2019 Best Kept Garden Competition 8.50pm  
To note date and arrangements for judging
- 19/117 To discuss any issues for reporting to Community Police
- 19/118 To receive any reports of street lights and highways requiring attention
- 19/119 To receive reports of any meetings attended by Councillors
- 19/120 To receive and note the following correspondence: 9.00pm  
  
CCC Roadworks & events reports May 2019  
NALC Bulletins and Newsletters  
Pos+Ability AGM 17th May at Larkfield and Ely Community Centre, High Barns Ely.  
2019 Cambridgeshire and Peterborough Foundation Trust Governor Election  
ECDC CIL Meaningful Proportion - transferred to parish Councils 1 October 2018 to 31 March 2019.  
Community Liaison Meeting on Thursday 16<sup>th</sup> May at 10.00am
- 19/121 Items for the Next Agenda and confirm 2019/20 calendar of meetings

S.J Bell  
CLERK/RFO  
2.5.2019

\* Applications for Dispensations must be submitted to the Clerk on the application form at least 4 days prior to the meeting.

**NOTES:**

Members of the public are welcome to attend this meeting and there is provision for public participation. Details may be obtained from the Clerk or Chairman prior to commencement of the meeting.

If the Council wishes to exclude the public and press from the meeting a resolution in the following terms will be passed: "It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the ( *special* ) ( *confidential* ) nature of the business about to be transacted at Agenda Item ( *No* ) namely ( *state subject listed* ) it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw. ( *Mr/Mrs/Cllr* ..... ) to be invited to remain." (as applicable)

Code of Conduct para 12(2) 'If a Councillor with a prejudicial interest wishes to speak on an agenda item then that interest and intention must be stated immediately after the first item of the Agenda. The public will be allowed a maximum of six speakers who may provide information for up to three minutes only and each person may only speak once. The Chairman will look to secure a balance of public speakers. The public participation is not to be a part of the debate but merely fact giving and answering questions in the same manner as the councillor with the prejudicial interest'