

CAXTON PARISH COUNCIL

I hereby give notice that, as previously arranged, the Annual Meeting of the Parish Council will be held
in the Village Hall on

Thursday 12 May 2016 at approximately 8.45 pm following the Annual Parish Meeting

The Public and Press are cordially invited to be present.

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

Gail Stoehr, Clerk, 05/05/16

AGENDA

- 1. Election of Chairman and to receive the declaration of acceptance of office**
- 2. Election of Vice-Chairman**
- 3. To approve the minutes of the previous meeting on 12 March 2015**
- 3. Apologies for absence and declarations of interest**
 - 3.1 To receive written apologies for absence and reasons
 - 3.2 To receive declarations of interests from councilors on items on the agenda
 - 3.3 To receive written requests for dispensations and to grant any requests for dispensation as appropriate
- Comments & observations from members of the public and reports from District & County Cllrs**
- 4. Annual business**
 - 4.1 To elect a Vice-Chairman
 - 4.2 To appoint committees or any other officers which the Council deems necessary
 - 4.3 To appoint representatives on any other organisation or authority, which the Council deems necessary
 - 4.4 To review any deeds and trust instruments in the custody of the Council
 - 4.5 Standing Orders, Financial Regs, Risk Assessment and other policies review
 - 4.6 Assets, Insurance Policy and fidelity guarantee review
- 5. To consider resolutions from the Annual Parish Meeting, if any**
- 6. Matters arising from the last meeting**
 - 6.1 (3.1) Speed reduction measures including stickers for wheelie bins, repeater signage and thank you for driving carefully signage – to consider responses from CCC
 - 6.2 (4.4) Proposal for Internet Hub at Village Hall to consider quotations and the next steps^(EB)
 - 6.3 (7.6) Resident – pills and litter in the car park
- 7. Local matters and members items for info only unless stated**
 - 7.1 Caxton Bridleway 5 antisocial behaviour, reporting issues and Police suggestion for a litter bin^(KH)
 - 7.2 Transparency fund^(KH)
- 8. Planning and tree works**
 - 8.1 Applications received since the last meeting
 - 8.1.1 S/0775/16/LB 1 Bourn Road – re-cladding and re-roofing of existing detached barn and single storey extension to barn
 - 8.1.2 S/0775/16/LB 1 Bourn Road – as above
 - 8.2 SCDC notifications - to note any received
 - 8.3 Tree works applications – to consider any received
- 9. Finance, procedure & risk assessment**
 - 9.1 To receive the financial report and approve the payment of bills
 - 9.2 To consider any quotes for urgent works required because of risk
 - 9.3 To consider play inspection reports
 - 9.5 To consider the Internal Auditor's report and to appoint an internal auditor for 2017
 - 9.6 To review the effectiveness of the system of internal control
 - 9.7 To prepare and approve the statement of assurance
 - 9.8 To approve the statement of accounts FY ending 2016
- 10. To consider any correspondence received**
 - 10.1 Invitation to join the Cambs Valley Forum at £10pa
- 11. Closure of meeting**