

Hatley Parish Council

Clerk to the Council: Kim Wilde, 36 Fairfield, Gamlingay, SG19 3LG
Email: parishclerk@hatley.info Tel: 01767 650596 Website: www.hatley.info

MEETING NOTICE

Dear Sir / Madam

I hereby give you notice that an Ordinary Meeting of Hatley Parish Council is due to be held at 7.30pm on Tuesday 17th January 2023 at Hatley Village Hall.

All members of Hatley Parish Council are hereby summoned for the purposes of considering and resolving upon the business to be transacted at the meeting, as set out hereunder. All members of the public are welcome to join the meeting.



K Wilde
Clerk & RFO to the Council
Thursday 12th January 2023

AGENDA

1. Welcome and reminder of meeting protocol by the Chair
2. To receive apologies for absence
3. Interests:
 - i. To receive declarations of interest
 - ii. To receive and consider dispensation applications for items on this agenda
4. To note the completion of the Acceptance of Office and Councillor training for Cllr Cooper
5. To approve the minutes of the Extraordinary Meeting of Hatley Parish Council held on Monday 15th December 2022
6. To consider any matters arising
7. To receive reports from the County and District Councillors
8. To reconcile the bank statement with the payments and receipts cashbook for the period 01.10.22 to 31.12.22
9. To consider the following payments for approval:
 - i. *K Wilde* – Payment for Locum Clerk Services 01.12.22 to 15.12.22 and Clerk pay 16.12.22 to 31.12.22
 - ii. *H M Revenues and Customs* – PAYE December 2022 – £123.60
 - iii. *K Wilde* – Reimbursement for annual Microsoft licence – £59.99
 - iv. *Society of Local Council Clerks* – Membership for K Wilde to 31.12.23 – £101.00
 - v. *K Wilde* – Reimbursements for travel and office expenses – £64.59
 - vi. *Andrew Deptford* – Defibrillator pads with battery cartridges – £129.60
 - vii. e.on next – Village Hall electricity 01.10.22 to 02.01.23 – £285.70 (D/D due 20.01.23)
10. To note cashbook receipts for the period 16.12.22 to 16.01.23
11. To consider the calculated budget and precept proposal for financial year 2023-24
12. To receive an update on the AGAR forms and overdue Internal Auditor's Report for the financial year to 31.03.22

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13. Highways and Speeding
 - i. To receive an update from the Speedwatch team
 - ii. To receive an update and consider any action for the speed monitoring sign
 - iii. To receive an update on the latest Local Highways Improvements application
14. Play Area:
 - i. To receive the monthly inspection report for the play equipment and consider any action required
 - ii. To consider quotations for a new football goal post
15. Hatley Village Association:
 - i. To receive an update from the HVA including recent and future events
 - ii. To receive details of the HVA's payments, receipts and balance
 - iii. To receive details of all unbanked cash and banking requirements
 - iv. To consider providing a float of £100, to be held by Cllr Cooper, for future events
 - v. To consider internal checks by the Parish Council for HVA stock and cash held
16. Village Hall:
 - i. To formally acknowledge and thank all who helped to complete the toilet refurbishment project in 2022
 - ii. To receive a summary of recent hire and future bookings
 - iii. To note hall hire income from October to December 2022
 - iv. To receive update from 'e.on next' regarding electricity costs and a new meter
 - v. To consider using a professional cleaner on a monthly basis
 - vi. To consider the purchase of additional mats for the front porch area (internal and external)
 - vii. To receive an update the future of the hall stage
 - viii. To consider future improvements and purchases:
 - a. Redecoration of the hall and bar area
 - b. Internal and external door mats for the front porch area
 - c. Recycling waste wheelie bins
 - d. Lighting
 - e. Extra plug points
 - f. Wi-fi
 - g. Music licence
 - h. New microwave and kettle
 - i. Plumbing in the bar area
 - ix. To note additional key holders
 - x. To consider options for the caretaker role
 - xi. To receive an update on the revisions to the booking form and agree a start date for the new tariff
17. To receive any planning updates, if applicable
18. Public Access Defibrillator:
 - i. To receive the updated record book
 - ii. To consider any action that may be required
 - iii. To receive an update on the plans for a community CPR/Defibrillator training session
19. To receive an update on a memorial plaque for Queen Elizabeth II
20. To receive an update on Neighbourhood Watch
21. To agree a date for the community litter pick in March
22. To consider the issue of narrow public footpaths caused by vegetation
23. To consider correspondence received:
 - i. Invitation from Little Gransden Parish Council to join a public meeting to discuss the Luton Airport flight path across South Cambs
 - ii. Fostering Cambridgeshire and Peterborough – Request for new foster families
24. South Cambridgeshire District Council
 - i. Community Chest grant to assist with the cost of living crisis
 - ii. Platinum Jubilee Village Hall Fund

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25. Churches:
 - i. To receive an update on St Denis' Church
 - ii. To receive an update on Hatley St George Church
26. To open the meeting to electors for a maximum of ten minutes to enable them to address questions to the Parish Council
(Questions relating to items not on the agenda shall not require a response or discussion until the following meeting. Each elector can speak for a maximum of 3 minutes only)
27. To agree the time and date of the next meeting: **Tuesday 21st March 2023 at 7.30pm**
28. To note the time of meeting closure