

Hatley Parish Council

Clerk to the Council: Kim Wilde, 36 Fairfield, Gamlingay, SG19 3LG
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MEETING NOTICE

Dear Sir/Madam/Councillors

I hereby give notice that an Ordinary Meeting of Hatley Parish Council is due to be held at **7.00pm on Tuesday 17th October 2023** at Hatley Village Hall. All members of the Parish Council are hereby summoned for the purposes of considering and resolving upon the business to be transacted at the meetings, as set out hereunder. Members of the public are welcome to join the meeting.



K Wilde
Clerk and RFO to the Council
12th October 2023

AGENDA

1. Welcome and meeting protocol
2. To receive apologies for absence
3. To note the receipt of the signed Acceptance of Office and Register of Interests from Cllr Abbasi
4. Interests:
 - i. To receive declarations of interest
 - ii. To receive and consider dispensation applications for items on this agenda
5. To approve the minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 18th July 2023
6. To consider any matters arising
7. 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)
8. To receive reports from the County and District Councillors
9. To receive details of income received in the period 01.07.23 to 30.09.23
10. To reconcile the cashbook with the bank statement to 30.09.23
11. To consider the following payments for approval:
 - i. E Thomas – Hall damage deposit fee returned – £50.00
 - ii. D Gillett – Hall damage deposit fee returned – £50.00
 - iii. P Mann – Reimbursed for Namesco domain transfer fee – £12.00
 - iv. A Pinney – Reimbursed for Village Hall window cleaning - £30.00
 - v. Mrs M James – Refund of hall hire money 'Bounce Studios' – £37.50
 - vi. K Wilde – Overtime payment July to Sept 2023
 - vii. H M Revenue and Customs – PAYE for overtime payment
 - viii. CAPALC – Councillor training session – £75.00
 - ix. K Wilde – Salary payments Oct, Nov and Dec 2023
 - x. H M Revenue and Customs – PAYE for salary Oct, Nov and Dec 2023

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- xi. *K Wilde* – Reimbursement for HostPresto! website fees – £148.40
 - xii. *K Wilde* – Reimbursements for office expenses – £53.15
 - xiii. *K Wilde* – Travel expenses – £26.28
 - xiv. *C Cooper* – Reimbursement for Village Hall toilet brushes - £6.30
 - xv. *E.ON Next* – Village Hall electricity 01.07.23 to 30.09.23 (D/D) – £121.79
 - xvi. *Gamlingay and Hatley Parochial Church Council* – HVA's donation from the Hatley fete – £350.40
 - xvii. *Gamlingay and Hatley Parochial Church Council* – HVA's donation from the harvest festival – £40.00
12. To consider the transfer of the bank account to a new service provider to benefit from electronic payments
 13. Website and email services
 - i. To receive an update and consider proceeding to implement '.GOV.UK' email addresses for all Parish Councillors and the Clerk
 - ii. To consider any matters relating to the website
 14. Highways and Speeding
 - i. To receive an update from Speedwatch members
 - ii. To receive an update on the Local Highways Improvements project
 - iii. To consider a request from Highways for permission to share Hatley's successful LHI application on the County Council's website for reference by future applicants
 15. Hatley Village Association:
 - i. To receive an update on recently held events and future events
 - ii. To receive details of the HVA's payments, receipts, balance and stock held
 - iii. To receive details of the cash float held and cash to be banked
 16. Village Hall:
 - i. To receive a summary of recent hall hire and future bookings
 - ii. To note the hall hire income for July to September 2023
 - iii. To consider the reissuance of a lost damage deposit cheque repayment
 - iv. To consider the Village Hall as a possible setting for a preschool setting
 - v. To receive details of E.ON Next's 1 year fixed business tariff for the hall's electricity supply.
 - vi. To formally approve the purchase of 3 toilet brushes
 - vii. To receive an update or consider action for:
 - a. Wi-Fi
 - b. Sliding door on disabled toilet
 - c. Bar area floor repairs
 - d. Toilet floor flooding
 - e. Tea urn
 17. Play Area:
 - i. To receive the monthly inspection reports for the play equipment and consider any action required
 - ii. To consider options for surveillance to prevent vandalism of play equipment
 - iii. To consider any other matters relating to the play area
 18. To receive any planning updates, if applicable
 19. Public Access Defibrillator:
 - i. To receive the updated record book
 - ii. To consider any other matters relating to the defibrillator
 20. To consider any matters relating to Climate Action
 21. To consider a designated mobile phone contact number for the Clerk and Council
 22. To consider SCDC's polling district review
 23. To consider a response to the County Council's survey on roadside weed management policy
 24. To consider correspondence received:
 - i. Cllr Lentell - Deliberate, Serious, and On-Going Wrong-Doing at South Cambridgeshire District Council

- ii. Cllr Count - Petition relating to roadside weeds
 - iii. Stay Well public health packs 2023/24
 - iv. Complaint letter - Swanwick airspace improvement programme, airspace deployment 6
 - v. Turtle Dove - Intergenerational Christmas Afternoon Tea
25. To receive an update on memorial plaques for Queen Elizabeth II and the commemoration of the coronation of King Charles III
26. Churches:
- i. To receive an update on St Denis' Church
 - ii. To receive an update on Hatley St George Church
27. To agree the time and date of the next meeting: **7.00pm on Tuesday 16th January 2024**
28. To note the time of meeting closure