

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 **Extraordinary Meeting of Hatley Parish Council** is due to be held at **7.00pm on Tuesday 28th November 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 meeting, as set out hereunder. Members of the public are welcome to join the meeting.



K Wilde
Clerk and RFO to the Council
23rd November 2023

AGENDA

1. Welcome and statement of meeting protocol by the Chairman
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 approve the minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 17th October 2023
5. To consider any matters arising
6. To open the meeting to members of the public for a maximum of ten minutes to enable them to address questions to the Parish Council
(Individual members of the public shall not speak for more than 3 minutes. Questions relating to items not already included on this agenda shall not require a response or discussion until the following meeting. Usual meeting protocol continues when the Chair moves to the next item on this agenda).
7. Local Highways Improvement Project – Speed Limit Reduction
 - i. To reconsider the estimated project costs and the proposal letter received from Cambridgeshire County Council Highways
 - ii. To reconsider and resolve upon a financial contribution towards the LHI project
 - iii. To reconsider a request from Highways for permission to share Hatley's successful LHI application on the County Council's website for reference by future applicants
8. To consider the renewal of the Clerk's annual membership for the Society of Local Council Clerks
9. To formally approve the new O2 phone contract and Direct Debit instruction
10. To consider purchasing a new commercial chiller for the Village Hall bar
11. To consider suppliers for the installation of broadband at the Village Hall

12. To consider the first draft of the budget and precept calculation for 2024-25
13. To consider the following payments for approval:
 - i. *D Gillett* – Hall hire fee and damage deposit returned – £105.00
 - ii. *Royal British Legion Poppy Appeal* – Remembrance wreath - £18.50
 - iii. *C Barrett* – Hall damage deposit returned (replacement cheque) – £50.00
 - iv. *Society of Local Council Clerks* – K Wilde annual membership fee – £105.00
 - v. *O2* – Upfront payment for new mobile phone contract – £12.00
 - vi. *K Wilde* – Reimbursement for Village Hall commercial fridge – £tbc
 - vii. *K Wilde* – Reimbursement for Village Hall cleaning and toilet supplies – £26.35
 - viii. *K Wilde* – Reimbursement for First Class postage stamps – £20.00
 - ix. *K Wilde* – Overtime payment for October 2023
 - x. *HMRC* – PAYE for overtime in October 2023
14. To agree the time and date of the next meeting: **7.00pm on Tuesday 16th January 2024**
15. To resolve upon the temporary exclusion of the press and public from meeting proceedings, under Section 1 of the *Public Bodies (Admissions to Meetings) Act 1960*, as the business about to be transacted is considered to be prejudicial to the public interest. **The press and public are hereby instructed to withdraw from the meeting room** whilst matters pertaining to item 15. are discussed. The Clerk will also be excused from the meeting.
16. To consider matters relating to the Clerk's forthcoming annual appraisal meeting
17. To note the time of meeting closure