

To All Members of the Council

You are hereby summoned to attend a Meeting of the Parish Council to be held on Tuesday 16 October 2007 in the Village Hall at 7.45 pm for the purpose of transacting the following business:

*The meeting will commence at 7.30 pm with up to 15 minutes public question time and verification of payments and receipts.*

## A G E N D A

- 07/087. To receive and accept any apologies for absence
- 07/088. To receive any declarations of interest  
Councillors to declare any personal and/or prejudicial interest in any items on the agenda
- 07/089. To approve and sign the minutes of the meeting held on 11 September 2007
- 07/090. Matters arising from previous minutes (for information only)
- 07/091. To receive any reports from District and County Council representatives, if any
- 07/092. Election of representatives – review of appointments for representation on committees and outside bodies, including newly formed HCV Joint Committee
- 07/093. Recreation Ground and Village Hall Facilities
  - a) To receive and review report on progress of actioning recommendations in 2007 RoSPA Report (DJS)
  - b) To review Groundsman's duties and consider replacement of equipment. Quotations to be received and approved. (DJS)
  - c) To receive monthly report on inspections at recreation ground and discuss any issues arising (DJS)
  - d) To review progress with land rear 2 Martins Lane and village hall drive.
- 07/094. Public Rights of Way – to receive up-date Bury Road
- 07/095. Cemetery - To receive quotation for sanding and repainting cemetery gate (DJS)
- 07/096. Community Police – to receive report from Clerk
- 07/097. To note reports of any meetings attended by Councillors and Clerk, EPR Community Liaison Committee, Archiving Records course
- 07/098. To note reports of street lights and highways requiring maintenance  
To receive and accept quotations for renewal of street light at Park Lane/Headleys Lane
  
- 2-
  
- 07/099. To note the following correspondence  
ECDC Play activities – new Co-ordinator. Existing and desired facilities review  
CALC New Councillor Training Evening- Little Downham on 20 November 2007  
The Mereham Development Appeal. Slot allocated for representative from Witcham Parish Council to speak on 23 October 2007 – Arkenstall, Haddenham
- 07/100. Publications for circulation  
Standards Board :09  
NALC Local Government Review
- 07/101. Finance
  - a) To receive quarterly finance report and discuss projects for inclusion in 2008 Precept

- b) To approve the following payments (attached)
- c) To record the following receipts (attached)

07/102. Date of next meeting: 13 November 2007

S.J Bell  
CLERK  
10 October 2007

**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)

Under the 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 Item 1 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.