

To Members of the Council

You are hereby summoned to attend a Meeting of the Parish Council to be held on
Tuesday 8 February 2005 in the Village Hall at 7.30 pm
for the purpose of transacting the following business:

A G E N D A

1. To receive apologies for absence
2. To receive any declarations of interest
3. To approve and sign the minutes of the meetings held on 11 and 18 January 2005
4. Matters arising from previous minutes (for information only)
5. To consider planning applications
 - a) Single Storey extension to rear of garage of property, 1 Market Way, (05/00088/FUL)
 - b) Construction of detached dwelling, land adj 12 Martins Lane, (05/00008/FUL)

To note ECDC decision:

 - a) Amberlea Country Kennels - new reception, staff facilities, canine hydrotherapy, grooming facilities
6. Village Hall Facilities – Exchange of Land
 - a) To receive and consider reports from auditors and NALC, legal advisors
 - b) To propose and agree next stage of action.
7. Council to consider quotes for replacement mowers.
8. Groundsman's Duties – Vice-Chairman to report
9. To receive up-date on progress with Cambridgeshire Constabulary and Cambridgeshire County Council on speeding vehicle issues, and response to complaints about excess speed of school buses
10. To consider request from Witcham Cricket Club for provision of cricket nets.
The Chairman will provide details of options.
11. Chairman to report on review of Rights of Ways. Council to consider whether to join Cambridgeshire County Council Parish Paths Partnership Scheme 2005.
12. Recreation Ground
 - a) To receive monthly report on play area and equipment from Mr David Saberton
13. To receive and approve application for erection of headstone at Cemetery
14. To receive and note the following items:
 - a) Standards Board for England – notification of decision not to investigate an allegation.
 - b) DEFRA Clean Neighbourhoods Consultation Summary Dec 2004
15. To note reports of any meetings attended by Councillors

Clerk to report on progress on Certificate in Local Council Administration.
Council to receive the following revised documents and to approve:
Standing Orders
Finance Regulations

Contract of Employment and Statement of Particulars of
Employment and Job Description - Clerk
Race Relations Policy
Crime and Disorder Policy
Disability Discrimination Policy
Code of Practice for Handling Complaints

16. Clerk to report on progress of publishing Council documents on new Witcham website
17. To note reports of street lights and highways requiring maintenance
18. Finance
 - a) To receive External Auditor's Report and signed accounts 2003/4
 - b) To review progress on amending bank signatories
 - c) To approve quarterly finance report previously circulated
 - d) To approve the following payments (attached)
 - e) To record the following receipts (attached)
19. Date of next meeting: 8 March 2005.

S.J Bell
CLERK
2.2.05

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)