

WENTWORTH PARISH COUNCIL



Clerk: Mrs Julie Peck, Mandalay, Church Road, Wentworth, CB6 3QE
Email: clerk@wentworthpc.org.uk

Chairman: Mr David Lee, Leemeadow, 3 Main Street, Wentworth CB6 3QG
Tel: 01353 778908

NOTICE OF MEETING: Annual Meeting of Wentworth Parish Council
TIME: 7.30 pm
DATE: 15th May 2024
VENUE: Wentworth Village Hall

MEMBERS 4
VACANCIES 1
QUORUM 3

AGENDA

- 150524/1 Election of Chairman and Declaration of Acceptance of Office to be signed
- 150524/2 Election of Vice -Chairman and Declaration of Acceptance of Office to be signed
- 150524/3 To receive and record apologies for absence
- 150524/4 To receive Members declaration of interest
- 150524/5 To sign and approve minutes of last meeting:
Parish Council Minutes from 10th April 2024
- 150524/6 To receive District and/or County Councillor's reports
- 150524/7 **Open forum for public participation**
A limit of 5 minutes per speaker will be applied. Members of the public who are unable to be in attendance should submit their comments in writing to the Clerk by 12 noon on the day of the meeting. Please refer to Standing Orders for full details (available to view online)
- 150524/8 To review and approve the Standing Orders
- 150524/9 To review and approve the Financial Regulations, Internal Financial Controls, New Financial Years Assurances and Signatories for 2024/25
- 150524/10 To review and approve the Standards and Code of Conduct for Members
- 150524/11 To review and approve all Council Policies
- 150524/12 AGAR 23/24: Annual Internal Audit Report 2023/24 to be received and noted
- 150524/13 Consider and approve Internal Audit Review 2023/24

- 150524/14 AGAR 23/24: Annual Governance Statement to be approved and signed
- 150524/15 AGAR 23/24: Accounting Statements to be approved and signed
- 150524/16 AGAR 23/24: The Certificate of Exemption to be approved and signed
- 150524/17 AGAR 23/24: Note dates for the period for the exercise of public rights under Accounts & Audits Regulations 2015
- 150524/18 **Planning:**
To Consider: none
To Update: none
- 150524/19 **Council Business:**
- a) ROSPA Safety Inspection – to discuss actions required following receipt of annual inspection report
 - b) Playpark land - update on potential purchase of playpark land.
 - c) CIL payments – to receive update
 - d) Soham & Barway Neighbourhood Plan- consultation documents circulated by email- any comments to submit.
 - e) Clerk annual leave
- 150524/20 **Finance**

- a) To approve bank Reconciliation up to 30th April 2024
- b) Payments:

April			
Npower	Street light energy	£280.19	BACS
K&M Lighting	Maintenance	£21.20	BACS
Scribe	Accounts Package Fee	£185.76	BACS
St Peter's Church	Hall hire	£33.00	BACS
D Lee	Grounds maintenance	£200.00	BACS
CAPALC	Annual membership	£163.18	BACS
Julie Peck	Clerk Salary	£313.08	BACS

- c) Direct Debits: None
- d) Income

April			
ECDC	Precept	£5090.48	BACS
HMRC	VAT Reclaim	£366.21	BACS

- 150524/21 **Correspondence (Information only not for discussion)**
- a) Email received from ECDC Street Naming & Numbering Officer advising addition of Chestnut Lodge, Church Road from 15.04.24
- 150524/22 **Diary Dates – Date of Next Meeting to be decided**

J Peck
Julie Peck
Clerk & Responsible Finance Officer
Wentworth Parish Council
1st May 2024