

Notice of Meeting: Full Council
Time: 7.00pm
Date: 19th January 2022
Venue: Great Shelford Pavilion, Great Shelford Recreation
Ground, Woollards Lane, Great Shelford, CB22 5LZ

To All Members of Great Shelford Parish Council

You are hereby summoned to attend the Full Council Meeting of Great Shelford Parish Council for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies in before the meeting.

The meeting is open to members of the public (including the press), but is not a public meeting.

Quorum: 5 Members: 12 Vacancies: 3

Libby White

Mrs Libby White BEM FdA FSLCC – Clerk/Proper Officer, 12th January 2022

AGENDA

22-1. Apologies for Absence

22-2. Councillors' Declarations of Interest

- To receive declarations of interest from Councillors on items on the agenda
- For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
- To receive written requests for dispensations for disclosable pecuniary interests (if any)
- To grant any requests for dispensation as appropriate

22-3. Public Participation Session (10 min)

- Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda.
- To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
- At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. Limited to 3 minutes per person, 10 minutes in total.

22-4. Approval of Minutes

- a) To approve the minutes from the Full Council Meeting held 17th November 2021.
- b) Matters arising including Clerk's Report (for information only)

22-5. Reports from County & District Council Members

22-6. Reports from Committees and Working Groups

To receive and note the reports from Committees and Working Groups (any decisions to be made are listed separately on the agenda).

22-7. Council Administration Matters

- a) To consider the Risk Management Policy for the Council in line with proper practices.
- b) To consider payment of membership for the clerk of the SLCC (Society of Local Council Clerks).
- c) To consider the adoption of the Business Plan for the year.
- d) To consider applying for the Foundation Level in the Local Council Award Scheme.

22-8. Highways and Transport Matters

- a) To consider the recommendation of the Traffic & Transport Infrastructure Working Group on what Traffic Consultant to engage with and to understand the costings.
- b) To consider parish council support of the campaign group looking to fight the CSET proposals.

22-9. Community Matters

- a) To consider taking part in the Platinum Jubilee Celebrations in 2022.

22-10. Planning Matters

To consider approaching South Cambridgeshire District Council for S106 money from various developments which will have an impact on the village.

22-11. Finance Matters

- a) To consider the financial situation of the council and approve Bank Reconciliations as at 31st Dec 2021.
- b) To receive and approve invoices for payment as listed at the end of the agenda.
- c) To consider the transfer of money from the Current Account to the Cambridge Building Society and Nationwide to replace funds transferred in 2021.
- d) To approve the setting up of a Direct Debit for the payment of the ICO Annual Subscription (£35 per annum) saving £5 on the normal fee.
- e) To consider the request from the Steering Group for the Neighbourhood Plan to manage the finances of the Group on their behalf.
- f) To consider the quotations received for completion of the Priority 3 Treework to be undertaken.
- g) To consider the quotations received to install a secure compound on the Recreation Ground at the Feast end of the Ranger's Shed.
- h) To review, agree and adopt the budget for 2022/23 and to agree the Precept Request to be submitted to South Cambridgeshire District Council.

22-12. Motion to Exclude

That under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

22-13. Contractual Matters

- a) To consider employment matters to be finalised.

22-14. Motion to Re-Admit the Public and Press

To resolve that the confidential business having been concluded, the press and public be re-admitted to the meeting.

22-15. Matters for Future Consideration

22-16. Date of next Meeting: 23rd February 2022

Any business to be considered by Great Shelford Parish Council must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

Appendix 1 – Item 11b) 19th January 2022

Invoice No	Supplier	Description	Net Value	VAT	Invoice Total
<i>E61141796001</i>	<i>edf Energy</i>	<i>Electricity Groundsman Hut</i>	<i>434.61</i>	<i>86.92</i>	<i>521.53</i>
<i>E61141796002</i>	<i>edf Energy</i>	<i>Electricity Groundsman Hut</i>	<i>7.60</i>	<i>0.38</i>	<i>7.98</i>
<i>AKP1265232930</i>	<i>Three</i>	<i>Ranger Mobile</i>	<i>4.17</i>	<i>0.83</i>	<i>5.00</i>
<i>3467</i>	<i>Steve Bond</i>	<i>Moving SIDs x 12</i>	<i>240.00</i>	<i>48.00</i>	<i>288.00</i>
<i>3470</i>	<i>Steve Bond</i>	<i>Pavilion Maintenance</i>	<i>57.00</i>	<i>11.40</i>	<i>68.40</i>
<i>244383</i>	<i>CGM Group</i>	<i>Marking Pitches and grass cutting</i>	<i>158.80</i>	<i>31.70</i>	<i>190.20</i>
<i>SI-6952</i>	<i>CL Travel Limited</i>	<i>Monthly Shopping</i>	<i>180.00</i>	<i>-</i>	<i>180.00</i>
<i>H1A7EAE393</i>	<i>Eon</i>	<i>Phone Box Electricity</i>	<i>27.34</i>	<i>1.37</i>	<i>28.71</i>
<i>H1A7EBC2CC</i>	<i>Eon</i>	<i>Streetlights</i>	<i>95.73</i>	<i>4.79</i>	<i>100.52</i>
<i>20135056</i>	<i>Health-Care Equipment</i>	<i>Replacement Defib parts</i>	<i>616.29</i>	<i>123.26</i>	<i>739.55</i>
<i>INV1413</i>	<i>Building Perspectives</i>	<i>Stage 6 - Playscape</i>	<i>2,500.00</i>	<i>500.00</i>	<i>3,000.00</i>
<i>54942</i>	<i>Saffron Security Limited</i>	<i>Replacement sounder beacon</i>	<i>20.00</i>	<i>4.00</i>	<i>24.00</i>
<i>55116</i>	<i>Saffron Security Limited</i>	<i>Pavilion Fire Alarm Service</i>	<i>295.00</i>	<i>59.00</i>	<i>354.00</i>
<i>55196</i>	<i>Saffron Security Limited</i>	<i>Deposit for Mem Hall Fire Alarm</i>	<i>5,994.00</i>	<i>1,198.80</i>	<i>7,192.80</i>
<i>244855</i>	<i>CGM Group</i>	<i>Line marking and cutting</i>	<i>319.00</i>	<i>63.80</i>	<i>382.80</i>
<i>15465</i>	<i>Microshade VSM</i>	<i>Installation & Set up</i>	<i>330.00</i>	<i>66.00</i>	<i>396.00</i>
<i>15466</i>	<i>Microshade VSM</i>	<i>Monthly Hosting Charges</i>	<i>124.29</i>	<i>24.86</i>	<i>149.15</i>
<i>1221</i>	<i>Virgin</i>	<i>Mem Hall Wifi</i>	<i>41.75</i>	<i>8.35</i>	<i>50.10</i>
<i>77003382</i>	<i>Dardan Security</i>	<i>Security Patrols</i>	<i>365.25</i>	<i>73.05</i>	<i>438.30</i>
<i>ALP127438864</i>	<i>Three</i>	<i>Ranger Mobile</i>	<i>4.17</i>	<i>0.83</i>	<i>5.00</i>
<i>INV-2309</i>	<i>VHS Cleaning Services</i>	<i>Pavilion Cleaning</i>	<i>455.61</i>	<i>91.12</i>	<i>546.73</i>
<i>6338897</i>	<i>ESPO</i>	<i>Toilet Dispenser for Pavilion</i>	<i>105.90</i>	<i>21.18</i>	<i>127.08</i>
<i>KI922B9D10-5</i>	<i>Eon</i>	<i>Pavilion Gas</i>	<i>3.48</i>	<i>0.17</i>	<i>3.65</i>
<i>2368083</i>	<i>British Gas Lite</i>	<i>Pavilion Gas (new supplier)</i>	<i>18.02</i>	<i>0.90</i>	<i>18.92</i>
<i>IN02385320</i>	<i>Npower</i>	<i>Streetlights</i>	<i>155.04</i>	<i>7.75</i>	<i>162.79</i>
<i>46</i>	<i>Christmas Illuminations</i>	<i>Christmas Lights part 2</i>	<i>2,800.00</i>	<i>560.00</i>	<i>3,360.00</i>
<i>150302</i>	<i>Barcham</i>	<i>Memorial & Queen's Tree</i>	<i>362.00</i>	<i>72.40</i>	<i>434.40</i>
<i>1183</i>	<i>Brookfield</i>	<i>Clearing old shed and leaves</i>	<i>1,340.00</i>	<i>268.00</i>	<i>1,608.00</i>
<i>15583</i>	<i>Microshade VSM</i>	<i>Monthly Hosting Charges</i>	<i>124.29</i>	<i>24.86</i>	<i>149.15</i>
		<i>January Salaries</i>	<i>5,604.74</i>		<i>5,604.74</i>
TOTAL INVOICES			22,784.08	3,353.72	26,137.50

Invoices in italics were paid in December due to payment deadlines.