

Longstanton Parish Council

The Parish Clerk: Miss P.Haywood,
The Parish Office, The Village Institute,
24 High Street, Longstanton, CB24 3BS
Tel: 01954 782323

Email: lpcclerk@btconnect.com

You are hereby summoned to attend an Ordinary Meeting of Longstanton Parish Council to be held on Monday 9th August 2010 at 7.30pm at the Parish Meeting Room, rear of the Village Institute, 24 High Street, Longstanton.

**Item 18 of the Agenda for the Meeting is closed to members of the Public & Press.
(Public Bodies (admission to Meetings) Act 1960)**

Members of the Public and Press are welcome to attend.

AGENDA

1. Apologies received for absence.
2. Disclosures of Interests. To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
3. Members of the Public and Press are invited to make statements, comments or representations to the Parish Council on matters listed on the agenda. (10mins)
6. To approve the minutes of the Ordinary Parish Council Meeting of 12th July 2010. Minutes to be signed by the presiding Chairman.
7. Matters Arising from the minutes of 12th July 2010.
8. To receive reports from –
 - a) County Cllr. Shona Johnstone.
 - b) District Cllr. Alex Riley.
9. To receive reports from Parish Council Committees:
 - a) The Maintenance & Development Committee – Cllr. Harradine (Chairman)
 - b) The Village Institute Committee – Cllr. Johnston (Chairman)
 - c) The Pavilion Committee – Cllr. Yarrow (Chairman)
Approval of Members to form an Interview panel for the appointment of the Pavilion Management.
10. Planning Matters – for information only.
Appeal withdrawn and file closed - CPP (Stortford) Ltd – Site at land to the North of Nelson Crescent.
11. Finance:
 - a) Balance of Bank Accounts at 31st July 2010 – Not available at time of posting.
 - b) To approve adjustment to the Annual Return 2010(AR) – Chairman to initial the adjustment on the AR.
 - c) LSSC Invoices Q2: March to May 2010 = £750.00 outstanding and Q3: June – August 2010 = £750.00 outstanding.
 - d) To consider relocation of the Feast Day budget to the Pavilion Committee budget.
 - e) To consider repayment of legal fees to Annington Development Ltd. (letter 14/7/10)
 - f) To approve payment of cheques –

Inland Revenue Tax & NI	£1002.81
Mrs J.Fordham Pay	£ 153.75(paid 1/8/10)

W.Sellwood Pay		£ 398.38
L.Craig salary		£ 735.82(paid 1/8/10)
P.Haywood salary		£1668.36
P.Haywood expenses/reimbursements June		£ 136.94
Brookfield Groundcare Contract - 5 of 10		£ 916.50
GDL Services –litter collection July		£ 130.00
SLCC Publications		£ 36.25
Cllr. D.Harradine Expenses		£ 50.67
Willingahm Parish Magazine (Advertisement) (Pavilion Budget)		£ 20.00
ESPO stationery and cleaning materials (part VI)		£ 96.59
Longstanton Village Institute - Hall Hire & Office	May	£ 430.00
Longstanton Village Institute – Hall Hire & Office	June	£ 440.00
Longstanton Village Institute – Hall Hire & Office	July	£ 400.00
Connections Bus Project – 19 th April to July 19 th 2010.		£1126.32

12. To consider adoption of draft Policies –
 - a) Training Policy 2010.
 - b) Disability Discrimination Policy 2010

13. To consider applications for grant funding –
 - a) Baby Sign & Sing Course – Susan Meah
 - b) Longstanton Colts FC – contribution for equipment.

14. Request for permission to trade in Longstanton – Turkish Kebabs Catering (letter from Yusuf & Violet Baydar.

15. Correspondence received – for information only.
 - a. 21st Birthday Celebration Invitation – Over Day Centre, 4th September.
 - b. Letter from CCC – Winter Gritting Arrangements.
 - c. Letter & email from CCC – Changes to the Mobile Library Routes 2010.
 - d. Cambridgeshire and Peterborough Minerals & Waste – submission of DPDs.
 - e. Connections Bus Project (email) Funding Review.

16. Matters for future consideration.
17. Dates of meetings –
 - Next Ordinary Meeting of the Parish Council – 13th September 2010.
 - Maintenance & Development Committee – 6th September 2010.
 - Village Institute Committee – 1st September 2010.
 - Pavilion Committee – 16th August 2010.

18. (Meeting closed to members of the public & press)- To consider 6 months fixed term contract for Laura Craig as Assistant Clerk.

19. Close of Meeting.

Pauline Haywood
 Proper Officer
 4th August 2010.