

Hatley Parish Council

Clerk to the Council: Kim Wilde, 36 Fairfield, Gamlingay, SG19 3LG
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MEETING NOTICE

Dear Sir/Madam/Councillors

I hereby give notice that an **Ordinary Meeting of Hatley Parish Council** is due to be held at **7.00pm on Tuesday 18th March 2025 in Hatley Village Hall**. All members of the Parish Council are hereby summoned for the purposes of considering and resolving upon the business to be transacted at the meeting, as set out hereunder. Members of the public are welcome to join the meeting.

K Wilde

K Wilde
Clerk and RFO to the Council
13th March 2025

AGENDA

1. To elect a Chair
2. To elect a Vice Chair, if required
3. To record the signing of the Acceptance of Office by the Chair and, if required, the Vice Chair
4. To receive apologies for absence
5. Interests:
 - i. To receive declarations of interest
 - ii. To receive and consider dispensation applications for items on this agenda
6. To approve the minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 21st January 2025
7. To consider any matters arising
8. To open the meeting to electors for a maximum of ten minutes to enable them to address questions to the Parish Council
(Questions relating to items not on the agenda shall not require a response or discussion until the following meeting. Each elector can speak for a maximum of 3 minutes only)
9. To receive reports from the County and District Councillors
10. Parish Councillors:
 - i. To formally record the completion of the Acceptance of Office as a new Council Member by Cllr Astor, signed on 21st January 2025
 - ii. To formally record the resignation of Cllr Paul Kraus on 27th January 2025
 - iii. To note the ending of the period for the calling of a by-election to fill the vacant seat as of 20th February 2025
11. To consider South Cambridgeshire District Council's invitation to respond to its survey on the impact of the 4 day working week
12. To consider CAPALC's affiliation pack for 2025-26
13. To consider the appointment of LGS Services for the 2024-25 internal audit
14. To receive details of income received in the period 01.01.25 to 28.02.25

15. To consider the following payments for approval:
 - i. *K Wilde* – Overtime payment for January and February
 - ii. *H M Revenue and Customs* – PAYE for overtime payment
 - iii. *K Wilde* – Reimbursement for security deposit paid to Octopus Energy – £28.21
 - iv. *Fire and Safety Solutions* – Village Hall annual fire inspection – £67.20
 - v. *Abacus Oil Experts* – Village Hall annual boiler service – £218.88
 - vi. *D Gillett* – Village Hall hire damage deposit to return – £50.00
 - vii. *K Wilde* – Reimbursement for postage stamps – £26.40
 - viii. *S Kemp* – Cleaning services at the Village Hall – £60.00
 - ix. *K Wilde* – Salary payments for March and April 2025
 - x. *H M Revenue and Customs* – PAYE for March and April 2025
 - xi. *CAPALC* – Annual affiliation fees – £231.56
 - xii. *O2* – Mobile phone February and March 2025 – £22.19 monthly by D/D
 - xiii. *e.on Next* – Village Hall electricity final bill to 25.01.25 – £38.65 by D/D
 - xiv. *BT* – Village Hall broadband January and February 2025 – £35.94 monthly by D/D
 - xv. *Octopus Energy* – Village Hall electricity 25.01.25 to 28.02.25 – £21.50
 - xvi. *The Kintribe Ltd* – Window cleaning at the Village Hall – £25.00 paid from Petty Cash
16. Hatley Village Association:
 - i. To receive an update on recently held events and future events
 - ii. To receive an update on finances
17. Highways and Speeding:
 - i. To receive an update for the Local Highways Improvement (LHI) speed limit reduction project
 - ii. To receive any updates relating to Speedwatch
 - iii. To consider volunteers for the relocation of the speed monitoring sign
18. To consider any planning matters
19. Village Hall:
 - i. To receive a summary of recent hall hire and future bookings
 - ii. To receive an update from County Council on the search for a new pre-school setting and decide next steps, if any
 - iii. To consider how to resolve the intermittent issue of condensation in the toilets
 - iv. To consider any maintenance issues or other areas for improvement
20. Play Area:
 - i. To receive the monthly inspection reports for the play equipment and consider any action required
 - ii. To consider the preferred designs and costings for a replacement play tower
 - iii. To consider replacing the netting on the football goalpost
 - iv. To consider other matters relating to the play area
21. Public Access Defibrillator:
 - i. To receive the updated record book
 - ii. To consider any other matters relating to the defibrillator
22. To consider any matters relating to Climate Action
23. To receive an update on the community litter pick event on Sunday 23rd March 2025
24. Churches:
 - i. To receive an update on St Denis' Church
 - ii. To receive an update on Hatley St George Church
25. Website:
 - i. To receive an update on the transfer of the '.gov.uk' email addresses to a new service provider
 - ii. To resolve upon the temporary exclusion of the press and public from meeting proceedings, under Section 1 of the *Public Bodies (Admissions to Meetings) Act 1960*, as the business about to be transacted is considered to be prejudicial to

- the public interest. The press and public are hereby instructed to withdraw from the meeting room whilst matters pertaining to item 25.iii. are discussed.
- iii. To receive the response from Pixsy relating to the previous use of a photo on the website, and to consider next steps
 - 26. To agree the time and date of the next meeting: **Annual Parish Meeting at 7.00pm on Tuesday 20th May 2025, followed immediately by the Annual General Meeting of Hatley Parish Council**
 - 27. To note the time of meeting closure