

# WATERBEACH PARISH COUNCIL

## Notice of Meeting

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Notice is hereby given that a meeting of Waterbeach Parish Council will be held at the Old Pavilion, Recreation Ground, Cambridge Road, Waterbeach, on Tuesday, 2 June 2015 at 7.30 p.m. and I summons you to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

**Please note that all open Parish Council meetings are now recorded including the open forum which precedes the formal meeting.**

Liz Jones  
Parish Clerk

### AGENDA

#### **15/22 THOSE PRESENT / APOLOGIES FOR ABSENCE**

#### **15/23 OPEN FORUM**

Open Forum of fifteen minutes duration for members of the public to address Councillors. A member of the public may speak for up to 3 minutes to make representations, answer questions and give evidence at a meeting in respect of the business on the agenda (Standing Orders 3e, 3f and 3g).

#### **15/24 MINUTES**

To confirm the Minutes of the meeting of the Council held on 5 May 2015.

#### **15/25 MEMBERS' INTEREST**

To receive declarations from Members as to disclosable pecuniary and other interests and the nature of those interests in relation to any agenda item.

#### **15/26 ANNUAL RETURN**

To resolve to approve the year end accounts as in Section 1 of the Annual Return.

To complete Section 2 of the Annual Return. Each question will be read out to the council and they must answer 'yes' or 'no' at the meeting. Section 2 is completed during the meeting. This is important as the Councillors are making a joint declaration.

#### **15/27 GRANT FUNDING**

To consider a grant application from Relate.

## **15/28 FINANCE**

To authorise the RFO in consultation with the Chair of the Finance Committee to review the Council's day-to-day banking arrangements and make appropriate recommendations to the Council.

## **15/29 RELOCATION OF POST OFFICE**

Report on the current situation

## **15/30 TO DISCUSS ADOPTION OF A SICKNESS ABSENCE PROCEDURE**

Draft policy attached

## **15/31 HEALTH AND SAFETY**

An opportunity for Members to raise issues of which they are aware. It should be noted that issues relating to members of staff should not be raised here but should instead be reported directly to the Clerk or, if they concern the Clerk, reported to the Chair of the Parish Council.

## **15/32 REPORTS**

To receive reports (if any) from the following –

- a. Parish Clerk
- b. County Councillor
- c. District Councillor(s)
- d. Chairman
- e. Library Officer
- f. Tree Officer
- g. Cemetery Working Party
- h. Skatepark Working Party
- i. Emergency Plan Working Party
- j. Toddler Playgroup Working Party

## **15/33 ACCOUNTS**

Reimbursement of expenses for Cllr K Grant for attending SLCC Roadshow & Training on 15 April 2015 at a cost of £62.10p.

To approve the payment of accounts for the past month as set out in the schedule.

## **15/34 FUTURE AGENDAS**

An opportunity for Members to suggest items for inclusion in future parish council meeting agendas.

## **15/35 EXCLUSION OF PUBLIC**

To exclude the public from the meeting because of the confidential nature of the business to be discussed.

*It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next agenda item (s) the Chairman asks that in the public interest the public and press are temporarily excluded from this meeting and are herewith instructed to withdraw.*

**15/36 MEMBERS' INTERESTS**

To receive declarations from Members as to disclosable pecuniary and other interests and the nature of those interests in relation to any confidential agenda item.

**15/37 CONFIDENTIAL MINUTES**

To confirm the Confidential Minutes of the meeting of the Council held on 6 May 2015.

**15/38 CONFIDENTIAL EMPLOYMENT MATTERS**

To adopt policies recommended by the Employment Panel: Health & Safety, Dignity at Work.