**Shudy Camps Parish Council**

**Minutes of an Annual General Meeting held in St Mary’s Church, Shudy Camps**

**On 9th May 2017 at 8.30 pm**

**1. Election of Chair and Vice Chair**

 Chair - Cllr Haine was proposed by Cllr Lemon and seconded by Cllr Broscomb.

 Vice Chair – Cllr Hows was proposed by Cllr Haine and seconded by Cllr Malins.

**2. Present:** Parish Councillors John Haine (Chair), Tony Broscomb, Roger Lemon, Paul Malins, Mark Hows

 **Parish Clerk:** Elizabeth Gladman

County Councillor Henry Batchelor, District Councillors Andrew Fraser and Richard Turner

**3. Approval of Minutes of SCPC meeting on 23rd January 2017, 11th April 2017 Planning Meeting and 17th May 2016 AGM**

 The minutes were approved as a true record

**4. Matters Arising**

 There were no matters arising

**5.&6. Finance and Annual Audit**

The accounts are currently with the internal auditor for inspection and not been returned yet. An extraordinary meeting will be scheduled to approve them once they’re returned.

The following payments were approved:

Clerk salary £tba

Roger Lemon – footpath expenses £13.19

Joan Rolfe – internal audit £120.00

**7. Transfer of Accounts from HSBC to Lloyds**

 This is ongoing and the Clerk will not transfer the funds until the Lloyds account is properly set up and authorised signatories can access the accounts.

**8. Casual Vacancy**

 Cllr Broscomb has resigned from the Parish Council due to relocation. The process of co-option will take place immediately in accordance with statutory regulations. The Clerk will inform the Returning Officer at South Cambs District Council.

**9. Planning Applications**

 Carter’s Farm – there is a lack of progress on the farmhouse and the building is still shrouded in plastic sheeting. We are waiting to hear the outcome of our application for the issue to be presented to committee at SCDC.

 Shardelows Farm – An application has been submitted but as no hard copy plans have yet been received and parish councillors have not had the opportunity to study them, this will be discussed at a future meeting.

**10. Defibrillator**

 The firework evening last November didn’t raise as much money as anticipated so fund raising is still going on. It was suggested that the money (approximately £700) held for the Social Committee be given to the project. Cllr Hows will put a notice on the website requesting the residents’ views on this.

11. **Camps Review**

 We currently pay £120 a year for this publication. A discussion was held about the benefits and relevance to Shudy Camps but it was pointed out that, whilst most people have access to our website, everybody receives the Review through their doors. Castle Camps is asking Shudy Camps to make a more proportionate contribution and it was agreed that we could put minutes etc in future. Cllr Haine will submit his Chair’s Annual Report for the next publication.

**12 Community Safety Day**

Mrs Fear had submitted a report following this event in March and run by SCDC. The event covered issues such as Neighbourhood Watch, Speeding and Speedwatch, Avoiding scams and frauds and Looking out for the vulnerable in the community.

 Her full report can be viewed on our website or on application to the Clerk

**13. Local Highways Initiative**

 A meeting is to be held to agree which units to buy. We need to check on our public liability insurance and also check whether we need to have a works permit for someone to do the installation work on a public highway.

**14. Parish Footpaths**

 Already discussed in the APM.

**15. Liaison with External Bodies**

 Cllr Lemon reported that there was a meeting in April which Mrs Lemon attended. There is currently one client in the village. The village warden, Sue Buckingham, is retiring later in the year. Mrs Lemon was thanked for her continuing work for the warden scheme.

**16. General Communications**

 None received

**17. Date of Next Meeting**

 This will be agreed by email.

The meeting closed at 9.40 pm