

## SHUDY CAMPS PARISH COUNCIL

### **MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY 11<sup>th</sup> MAY 2023 FOLLOWING THE ANNUAL PARISH MEETING AT 7.30PM IN ST MARY'S CHURCH, CHURCH ROAD, SHUDY CAMPS.**

Present : Councillors Anita Kiddy (Chair), Justin Plumb (Vice Chair), Simon Powell, Sharon Kell

In attendance: Jackie Dockerill (Parish Clerk), Councillors Henry Batchelor

Members of the public: 0

#### **1. ELECTION OF CHAIR AND VICE CHAIR**

Position of Chair of Shudy Camps Parish Council : Anita Kiddy was proposed by Simon Powell and seconded by Justin Plumb

Position of Vice Chair of Shudy Camps Parish Council : Justin Plumb proposed by Sharon Kell and seconded by Anita Kiddy

These positions will be held until the next Annual Meeting of the Parish Council.

Declaration of Acceptance of Office Forms were signed by AK, SK, SP and JP at the meeting. PM to sign at the next meeting

#### **2. OPEN FORUM**

A member of the parish contacted the chair with regards the recent tractor traffic on the village main street, it was discussed and is believed to be the local farmer moving fertilizer.

SP raised the issue of lack of interaction of the parish members, various ideas were suggested, so the item will be added to the next agenda and formally discussed.

The A1307 Forum Meeting – this was a meeting which was held twice a year prior to the pandemic involving the parishes along the A1307 (including Shudy Camps, West Wickham, West Wrating, Bartlow, Castle Camps, Horseheath) and it was suggested that it should be resurrected. The issues to be discussed to include

- Bus Services
- Acorn Biodigester proposal
- Road Pot Holes
- A1307 roadworks
- Greater Cambridge Planning

The first meeting is scheduled for Tues 13<sup>th</sup> June at Horseheath, it was suggested that someone from SCPC should attend the meeting. The item will be discussed at the next parish meeting which prior to this A1307 Forum meeting.

#### **3. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor John Batchelor and Councillor Paul Malins

#### **4. MINUTES OF THE MEETING HELD ON 12<sup>TH</sup> APRIL 2023**

RESOLVED: that the Minutes of the meeting held on Wednesday 12<sup>th</sup> April 2023 approved as a correct record.

5. **MATTERS ARISING ON THE MINUTES**

SCPC Code of Conduct has been drawn up by SK prior to the meeting, it was reviewed and approved by the councillors for the year 23 24 and will be reviewed again next year.

6. **DECLARATIONS OF INTEREST**

No declarations of interest were made

7. **DISTRICT AND COUNTY COUNCILLORS' REPORTS**

RECEIVED: May 23 (previously circulated to Councillors and uploaded to SCPC website)

The only additional point to add is the Lake in Castle Camps and lorry traffic to and from the site and surrounding farm land. The county council stepped in and served enforcement notices and it is no longer permitted to dump soil etc on site and the Lake needs to be returned to its former state.

8. **FINANCIAL ACCOUNTS**

i) **22/23 Annual Governance and Accounting Review**

NOTED: the previously circulated AGAR Form 2 required for Parish Councils with gross income or expenditure less than £25,000 claiming exemption from a limited Assurance Review by the external auditor

RESOLVED

- to approve the Chair and Responsible Financial Officer signing the Certificate of Exemption, page 3 of AGAR Form 2
- to receive and note the completed Internal Audit Report, page 4 - AGAR Form 2
- to approve the Chair and Clerk signing the Annual Governance Statement, page 5 - AGAR Form 2
- to approve the Chair and RFO signing the Accounting Statements, page 6 – AGAR Form 2
- to note the previously circulated Analysis of Variances, Bank reconciliation

REPORTED : The Certificate of Exemption (page 3) will be sent to the External auditor by the deadline 010722. The Notice of Public Rights and notes, AGAR page 3-6, Bank Reconciliation and Analysis of Variances will be publicised on the website in accordance with the regulations.

**ACTION CLERK**

ii) **Financial Accounts**

REPORTED: that the balance of £10685.23 in the Treasurer's Account at 4<sup>th</sup> May 2023.

REPORTED: The following payments/receipts were made since the last meeting

Red Shoes Payroll Services Jan to Mar	43.20
CAPALC Affiliation Fee 23/24	224.15
South Cambs DC Precept Received 19/4/23	5000.00

REPORTED: Following expenses were approved for payment  
SSE Mar 23 charge - 26/04/23 DD 19.12

REPORTED : The vat refund had been submitted to HMRC and rec'd on 28/4/23, the amount rec'd was £143.94

REPORTED : the balances of £8 in the Social Club Account and £8794.35 in the s106 account on 4<sup>th</sup> May 2023

#### 9. **Standing Orders including Code of Conduct and Financial Regulations**

RESOLVED: that the previously circulated and updated Standing Orders and Code of Conduct and Financial Regulations for the Council be adopted and reviewed at the 2024 Annual Meeting of the Parish Council.

#### 10. **PLANNING MATTERS**

- i) 23/01387/HFUL : Proposal Single Storey Garage outbuilding : The Thatch, Main Street, Shudy Camps  
This was reviewed by the council and it supports the application with no comments.

#### 11. **HIGHWAYS AND RELATED MATTERS**

- i) The Speedwatch coordinator John Haine is appealing for new volunteers, as a couple of the members are due to move from the village and therefore JH is keen recruit new people to keep the group at a minimum level of 5
  - ii) A Footbridge at the rear of Main Street has been reported to have an issue with the wire covering. Roger Lemon made a quick report after it was reported on Whatsapp. PM was looking to make a permanent repair. So the item will be carried forward so PM can update the PC with the current status.
- ACTION PM**

12. **DATE OF NEXT MEETING** - Thursday 8<sup>th</sup> June 2023 7.30 pm

#### 13. **MEETING ATTENDED/FORTHCOMING AND TRAINING ATTENDED**

Joint Parish Meeting Highway date tbc and this will probably be via Teams

Joints A1307 Forum meeting Tues 13<sup>th</sup> June to be held at Horseheath.

There being no further business, the meeting concluded at 20.44 pm