



# Lode Parish Council

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[www.lode.org.uk](http://www.lode.org.uk)

**Chair:** Cllr Rob Small **Vice Chair:** Cllr Christina Ferdinando **Parish Clerk:** Sam Chambers-Turner

**Notice of Meeting:** Full Parish Council Meeting  
**Time:** 7:30pm  
**Date:** 9<sup>th</sup> October 2023  
**Venue:** Fassage Hall

NOTICE OF A MEETING OF THE PARISH COUNCIL To Members of the Council: I hereby give notice that a meeting of Lode Parish Council will be held at Fassage Hall on Monday 9<sup>th</sup> October 2023 at 7.30pm. You are hereby summoned to attend for the purpose of transacting the following: Members of the public and press are invited to attend. Sam Chambers-Turner 27th September 2023 Clerk to the Parish Council

*In order to reduce the length of meetings it would be appreciated if you would contact the Clerk before the meeting if you have any queries or need further information.  
Any Member who is unable to attend the meeting should send their apologies before the meeting.  
The meeting is open to the public (including the press). Agendas and associated papers will be posted on the website 3 clear days before the meeting. Standing Orders set meetings to not exceed 1.5 hours.*

Sam Chambers-Turner  
Locum Clerk to the Council

## Agenda for Meeting 1

1. **CHAIRMAN'S WELCOME**
2. **APOLOGIES FOR ABSENCE**  
(LGA 1972 s 85(1))
3. **COUNCILLORS' DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**  
(Localism Act 2011 s 31 s 33)
4. **TO APPROVE MINUTES OF PREVIOUS MEETING**  
Proposal: To Approve the minutes of the meeting held on 11th September 2023.
5. **OPEN FORUM FOR PUBLIC PARTICIPATION (15 MINS)**  
At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.
6. **FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS #**
  - a. To note the closure of audit for 22/23 and make the necessary adjustments for year end 23/24.
  - b. Proposal: To Approve Bank Reconciliations for September 2023.
  - c. To Note Receipts 2nd Instalment Precept £18750.00.
  - d. Proposal: To delegate authority to the Clerk to pay finances on behalf of the Parish Council during the interim period with the approval of three members of the Parish Council.
  - e. Proposal: To pay Octobers Accounts.

Method	Payee	Item	Net	VAT	Total
BACS	Inland Revenue	Late Filing Charge	£100.00	£0.00	£100.00
BACS	PKF	External Audit Fee	£210.00	£42.00	£252.00
BACS	Freethought	Cybersecurity August	£8.00	£1.60	£9.60
BACS	Freethought	.gov domain 2 years	£100.00	£20.00	£120.00

BACS	Freethought	Cybersecurity Sept	£8.00	£1.60	£9.60
BACS	Mrs S Chambers-Turner	Clerks Salary September			Confidential
			£426.00	£65.20	£491.20

## 7. PLANNING MATTERS

### Planning Applications

None

### Planning Approvals

22/01240/FUL | Proposed conservatory | 79 Lode Road Lode Cambridge CB25 9ET |

Status: Permitted

## 8. COUNTY AND DISTRICT COUNCILLORS' REPORTS

- a. County Councillor Report
- b. District Councillors Report

## 9. COUNCIL ADMINISTRATION MATTERS

- a. To receive quotations for the rebuild of the Parish Council's website.

**Proposal: To accept and instruct the chosen provider to rebuild the website.**

- b. To receive an update on the use of Microsoft Planner for the tracking of actions and tasks by the Council
- c. To agree the schedule for renewal of allotment tenancies.

## 10. ENVIRONMENTAL AND OPEN SPACE MATTERS

- a. To receive an update on Cambridgeshire County Council engagement for Fen Road repairs
- b. To review measures for adherence to speed limits in Lode
- c. To review the map/programme of works submitted to the Parish Council by CC Highways in respect of the LHI 22/23 (as per email previously circulated) and agree date for a joint meeting with CC Highways and the Greater Cambridgeshire Partnership Greenways project team concerning feasibility of joint implementation.
- d. To agree proof of evidence submission to the Secretary of State regarding the Parish Council's objection to Cambridgeshire County Council's requested diversion Lode Public Footpaths No 9 (part) (Public Path Diversion Order 2020) (due 24<sup>th</sup> October 2023)
- e. To agree specifications for quotes to repair the cemetery track (following installation of allotment water pipes)

## 11. COMMUNITY MATTERS

To receive an update from the Fassage Hall Management Committee.

## 12. COMMUNICATIONS

To agree author of PC update for December Lodestar

## 13. MOTION TO EXCLUDE THE PUBLIC AND PRESS

That the public (including representatives of the press) be excluded during the consideration of the remaining item No 14 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items there would be disclosure to them of exempt information of Categories 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972(as amended). 287 Clerk Recruitment To discuss the recruitment

## 14. CLERK RECRUITMENT

To discuss arrangements for recruiting a new Clerk.

## 15. ITEMS FOR NEXT AGENDA

*Any business and payments, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.*

## 16. DATE OF THE NEXT MEETING

Parish Council Meeting, 7.30pm on 13th November 2023 at Fassage Hall, Lode.