



# Lode Parish Council

Lode Parish Clerk, 86 High Street, Bottisham, CB25 9BA

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**Chairman:** Cllr Rob Small **Vice Chairman:** Cllr Fran Platten **Parish Clerk:** Jonathan Giles

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**Notice of Meeting:** Full Council  
**Time:** 7:30pm  
**Date:** 13 December 2021  
**Venue:** Fassage Hall

To All Members of the Council

You are hereby summoned to attend the Full Council Meeting of Lode Parish Council for the purpose of transacting the business as set out below.

Members: 6      Vacancy: 1      Quorum: 3

*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)***

***Standing Orders set meetings to not exceed 1.5 hours.***

Jonathan Giles – Parish Clerk  
8 December 2021

## **1. CHAIRMAN'S WELCOME**

## **2. APOLOGIES FOR ABSENCE**

## **3. COUNCILLORS' DECLARATIONS OF INTEREST**

- To receive declarations of interest from Councillors on items on the agenda
- For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
- To receive written requests for dispensations for disclosable pecuniary interests (if any)
- To grant any requests for dispensation as appropriate

## **4. PUBLIC PARTICIPATION SESSION (15 min)**

- Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda.
- To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
- All Parishioners wishing to speak and who are on the Electoral Register, must make their name known to the Clerk prior to commencement of the meeting with a maximum of three people to speak. Limited to 5 minutes per person, 15 minutes in total. Large groups must decide on a spokesperson representative.
- 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.

## **5. APPROVAL OF MINUTES**

- a) To approve the minutes from the meeting held on 8 November 2021.
- b) Clerk's Report – *see Information Sheet circulated prior to meeting*

## **6. FINANCE MATTERS**

- a) To consider the forecast expenditure to the end of March 2022 and to approve the draft budget and precept request for 2022-23
- b) To consider and approve invoices for payment as included in the list at the end of the agenda

## **7. PLANNING MATTERS**

### ***Planning Matters for comment***

- a) 21/01362/FUL – Aran, 66 Lode Rd, CB25 9ET  
Front infill extension with new porch, extension of 1<sup>st</sup> flr loft space with dormers either side of roof. Conversion of garage to habitable space and demolition of existing conservatory  
NB No request received for extension to consultation period which expired 30 November
- b) 21/01625/FUL – 34 High Street, CB25 9EW  
Demolition of existing single storey rear extension and replacement with new single storey rear extension
- c) 21/01637/FUL – Anglesey Abbey CB25 9EJ  
Retention of existing timber play equipment and provision of three new pieces in Hoe Fen area
- d) 21/01623/FUL – The Rowans, 5 Station Rd, CB25 9HB  
Replacement front entrance porch

### ***Notification of proposed tree work***

- a) 21/01664/TRE – Laburnum House, 8 High Street  
T1 - Norway Maple - Reduce height and spread by approximately 2 - 2.5m back to previous pruning points and shape round

### ***Other Matters***

- a) 21/01524/RMA – site South of 60 Longmeadow CB25 9HA  
To note clarification from applicant regarding queries raised by the Parish Council

## **8. COUNTY COUNCIL MATTERS**

- a) To receive the County Council Report

## **9. DISTRICT COUNCIL MATTERS**

- a) To receive the report from the District Councillors

## **10. COUNCIL ADMINISTRATION MATTERS**

- a) To receive an update on the implementation of the decision to purchase a new laptop for the Clerk together with 8 subscriptions to Microsoft 365 and a move to the gov.uk domain for Council emails

## **11. ENVIRONMENTAL AND OPEN SPACE MATTERS**

- a) To receive initial feedback from the consultation on the future use of the Passage Hall as a community building
- b) To receive the Tree Surgeon's report on the damaged tree in small copse on southern corner of the recreation ground and note Chair's agreement to emergency work for £250 + VAT
- c) To receive an update on a consultation with Allotment holders regarding the provision of three water troughs linked to the Cemetery Water supply (to be included in the budget for 2022-23)
- d) To receive an update on the removal of graffiti from the Bus Shelters

## **12. COMMITTEE MATTERS**

- a) To receive the draft minutes of the Human Resources Committee

## **13. HIGHWAY AND FOOTPATH MATTERS**

- a) To advise Highways of concern at the state of the far end of Fen Road

## **14. CORRESPONDENCE (for information only)**

- a) Summary of emails forwarded to Cllrs and any letters (see Information Sheet)

## **15. COMMUNICATIONS**

- a) To agree author of PC update for January Lodestar

## **16. ITEMS FOR NEXT AGENDA**

- a) To receive suggestions from Cllrs for inclusion in the Agenda for the meeting of 10 January 2022

**DATE OF NEXT MEETING: 10 January 2022**

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

## Appendix 1: Accounts for Payment

The following payments were made during November; those for Freethought were previously agreed by the Council to cover the new gov.uk email domain, Microsoft 365 setup and new laptop for the Clerk while that for Ernest Doe relates the previously notified repairs to the Cemetery mower; the last was authorised under the emergency provision by the Chair

Freethought	Setup M365 and Laptop	£645+VAT	Local Govt Act 1972 s111
Freethought	Gov.uk domain	£100+VAT	Local Govt Act 1972 s111
Freethought	Laptop	£499.50+VAT	Local Govt Act 1972 s111
Ernest Doe & Sons	Cemetery mower repairs	£207.95+VAT	Open Spaces Act 1906 ss 9 & 10

J E Giles	Salary & PAYE	£405.30	Local Govt Act 1972 s111
W Jaggard	Cemetery	£173.39	Open Spaces Act 1906 ss 9 & 10
W Jaggard	Mower fuel	£6.99+VAT	Open Spaces Act 1906 ss 9 & 10
Tesco	Paper (pd by card)	£2.37+VAT	Local Govt Act 1972 s111
Truelink	Grasscutting	£264.10+VAT	Local Govt Act 1972 s111
EON	Streetlight	£65.48+VAT	Open Spaces Act 1906 ss 9 & 10
East Cambs Street Scene	Graffiti Removal	*£167.20+VAT	Local Govt Act 1972 s111
East Cambs Street Scene	Graffiti Removal	*£225.77+VAT	Local Govt Act 1972 s111
Simpsons	Trees (A1303 compensation)	+£387.50+VAT	Open Spaces Act 1906 ss 9 & 10

- \*Not recommended for payment until work satisfactorily completed
- +Revised figure