

Ravensden Parish Council

Dear Councillor

4th May 2022

You are hereby summoned to attend the Annual Meeting of Ravensden Parish Council which will be held on **Tuesday, 10th May 2022** immediately following on from the Annual Parish Meeting for the Electors of Ravensden which starts at 7:30pm in Ravensden Village Hall. Councillors are asked to notify the Clerk of any matters they wish to raise at the meeting in order that a supplementary agenda can be issued if appropriate. Please send apologies prior to the meeting to the Clerk.

Members of the public welcome!



Signed: **D Robins, Clerk**

AGENDA

- 1 **Election of Chairman**
To elect Chairman for the ensuing year
- 2 **Election of Vice-Chairman**
To elect Vice-Chairman for the ensuing year
- 3 **Appointment of Councillor Responsibilities and Representatives**
 - The Community Trust
 - Grass Cutting
 - Litterpicking & Bulky Waste Collection
 - Newsletter
 - Highways
 - Footpaths
 - Speed Camera
 - Finance
 - Green Spaces
 - Town & Parish Network
 - NDP Group
 - BFARe
- 4 **To review internal controls, procedures and policies including:**
 - Standing Orders
 - Financial Regulations
 - Health & Safety
 - Risk Assessment
 - Data Protection Procedure/GDPR
 - Eligibility for General Power of Competence

Mrs Diane Robins, The Bakery, High Street, Upper Dean, Huntingdon, PE28 0LY

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5 **Proposed Meeting Dates for 2022/2023**

13th September and 8th November 2022

10th January, 14th March and 9th May 2023

6 **Apologies**

Cllr A Myers has sent her apologies

7 **Disclosures of Interests**

Members are invited to declare any personal or prejudicial interests they may have in any items on the agenda for this meeting in accordance with the Council's Code of Conduct for Members.

8 **Minutes**

To approve the Minutes of the Parish Council Extraordinary Meeting held on Tuesday, 8th March 2022

9 **Matters Arising from Previous Minutes**

1. Village Sign – Update
2. Bus shelter refurbishment – Update
3. Noticeboard – Update

Public Open Session

[Standing Orders are suspended - At this point in the meeting, members of the public may, at the discretion of the Chairman, address the Council, ask questions of the Council or request items to be included for the next Agenda for consideration]

10 **Planning**

10.1 **Planning Applications**

1. 21/01901/MAR All reserved matters for the erection of 163 dwellings and an extension to the country park, pursuant to outline permission 19/00593/MAO at land at Graze Hill, Ravensden
2. 22/00803/FUL Single storey side extension and associated alterations at 12 Glenrose Avenue, Ravensden
3. 22/00821/FUL Replacement conservatory at 16 Glenrose Avenue, Ravensden
4. 22/00886/FUL Proposed new two storey bay garage with internal electric charge points at North End Barn, The Grain Store, Renhold Road, Ravensden
5. 22/00890/FUL Demolition of existing conservatory and erection of replacement conservatory at Abbey Lodge, Vicarage Close, Ravensden
6. 22/00992/LBC Repair and reinstatement of 2 windows previously replaced with UPVC at The Case is Altered, Church Hill, Ravensden

10.2 **Planning Correspondence**

1. 21/02834/FUL One and two storey rear extension and new cladding/render at The Cottage, Church Hill, Ravensden – **permission granted** by BBC Planning

10.3 **Neighbourhood Plan Update**

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- 11 **EWR Update**

- 12 **Reports**
 - 1. Chair's Report
 - 2. Highways
 - 3. Footpaths
 - 4. Vehicle Activated Sign (VAS)
 - 5. Borough Councillor Reports

- 13 **Finance**
 - 1. To authorise payments and to note any income
 - 2. To receive Reconciliation to Bank Statement – current year
 - 3. To receive Year End Accounts 2021/2022 and Internal Audit Report
 - 4. To approve the Parish Council's exemption from limited assurance review
 - 5. To approve Annual Governance Statement for 2021/2022
 - 6. To approve Accounting Statements for 2021/2022
 - 7. To review insurance arrangements for forthcoming year
 - 8. To review memberships to professional bodies
 - 9. To review annual donations

- 14 **Matters Arising from Correspondence**
 - 1. Proposal for Improvements to Ravensden Bus Services

- 15 **Date of Next Meeting** – Tuesday, 13th September 2022 at 7:30pm in Ravensden Village Hall

Please note: Minutes are available on our website or by request from the Clerk. This agenda is correct at time of publishing but may be subject to change. Please check our website for any amendments or updates on: www.ravensden-pc.gov.uk