

WILBURTON PARISH COUNCIL

Chair of the meeting: Cllr Liz Whittle
Clerk: Mr A Milne
5 Soham Road, Stuntney, Ely, Cambs, CB75TP
Email: clerk2@wilburtonparishcouncil.org

Members: 8 Quorum: 4 Vacancies: 1

AGENDA

There will be a Full Council meeting to which all members are summoned to attend

Date, Time: Wednesday 4th December 2024, 7.30pm

Venue: Village Hall, Wilburton

Members of the press and public are welcome to attend the meeting except for any specific item deemed to be confidential. The press and public may not speak when the council is in session, but they can make points relating to agenda items in the allocated time of 15 minutes.

24-42: Apologies & Reasons for Absence and Acceptance of the same (*LGA 1972 s 85 (1)*)

24-43:- To Receive any declarations of interests from Councillors

(Relating to items to be considered at the meeting in accordance with the provisions of the Council's Code of Conduct and related to the Localism Act 2011 s.31, s.33)

24-56: To approve the minutes of the previous meeting held on 6th November 2024

24-57: Matters arising from the minutes of the meeting held on 6th November 2024

24-58: Public Participation (15 mins) – to accept questions and comments from members of the public and councillors with a prejudicial interest. (max 3 mins per person)

(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)

24-59: Reports from County and District Councillors

24-60: Business Matters

1. Proposal from IT Solutions & Sutherland to look after WPC website and e mails – **Cllr Attrill**
2. Schedule of expenditure for November **Paper 1 TF** – **Clerk**
3. WPC Annual budget & precepts for 2025 – 2026 commencing April 1st 2026 **Paper 2 TF** - **Clerk**
4. Net Zero Update – Cllr Whittle (Charman)
5. Review and propose the new Safeguarding Policy **Papers 3 TF** – Cllr Pinkney/All PC
6. Review and propose the new and revised Equality and Diversity Policy **Paper 4 TF** - Clerk

7. Proposed Beneficiaries from the surplus on the fireworks **Paper 5 TF** – **Cllr Attrill**
Under Section 137 of the Local Government Act 1972, Cheveley Parish Council has discretionary powers to award grants to local groups or organisations for the purposes of bringing a direct benefit to the parish or its residents.
8. Agree on a ringfenced reserve for future fireworks – **Clerk**
9. Proposal for Health and Safety/disability/fire safety work at the rear of the social club – 3 quote comparisons – **Paper 6TF**
10. Community engagement/village voice – **Cllr Pinkney**
11. Social Media update – **Cllr Spencer**
12. **Planning applications**
None

24-61: Motion to exclude the public and press: *In accordance with schedule 12A, local government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters. It is therefore recommended pursuant to the provisions of the public bodies (Admissions to meetings) Act 1960, that the public and press be excluded for these items only.*

24-62: A proposal to review the hourly rate for the Assistant Clerk and Cemetery Warden Kara Atkinson – **Paper7 TF** - Clerk

24-63: Motion to readmit the public and press: *To resolve that the confidential business having been concluded, the press and public be readmitted to the meeting*

24-64: Agenda items for next meeting on Wednesday 8th January 2024

- 1) Review and adopt the training and development policy – **Clerk**
- 2) Review and adopt a publications scheme (ICO) – **Clerk**
- 3) Review the Fire Risk Assessment for SPH & WSC and support Clerk to get costings for the areas recommended by Prestige Fire Safety - **Clerk**
- 4) Village Voice for all of Wilburton Parish residents – **Cllr Pinkney**

24-65: Councillors Questions – To receive any comments or questions from the Councillors

24-66: Date of next meeting – Wednesday 4th December 2024

Please note that copies of minutes can be obtained from the Parish Clerk or by visiting www.wilburtonparishcouncil.org



Signed: Mr A Milne Date: 28.11.26