

Agenda

The Annual Meeting of Staploe Parish Council will be Held at 7.45pm on Thursday 15th May 2025 in the Village Hall at Wyboston Village Hall. Morris Walk, off The Lane, Wyboston MK44 3AU

Apologies for absence

2025/036. Election of Chairman (7.45-7.46)

2025/037. Election of Vice Chairman (7.46-7.47)

2025/038. Resignations, Vacancies and Declarations of Acceptance of Office (7.47-7.50)

2025/039. Declarations of Interest and Registers of Members Interests (7.50-7.55)

2025/040. Open Forum (7.55-8.10)

2025/041. Approve the Minutes of the Parish Council Meeting held on 20th March 2025 and 8th April 2025. (8.10 – 8.13)

2025/042. Appointments and Responsibilities (8.13-8.20)

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|-------------------------------------|-------------------------------------|
| • Staffing committee | • Rights of Way |
| • Finance committee | • Speedwatch |
| • BATPC | • Neighbourhood Plan Steering Group |
| • Village Hall Management Committee | |

2025/043. Borough Cllr. J. Cox's Ward Report (8.20-8.30)

2025/044. Standing Orders and Terms of Reference (8.30-8.35)

- Parish Council Standing Orders
- Staffing Committee
- Finance Committee
- Neighbourhood Plan Steering Group

2025/045. Social Events (8.35-8.45)

- Fish and Chip night

2025/046. Village Hall Report (Cllr. G. Meola) (8.45-8.50)

2025/047. Planning Applications (8.50-9.00)

Consider how to respond to the following change of use application:

Application number	Type	Description	Location	Deadline	Link
25/00771/CPNMA	Prior notification for change of use	Change of use of a building and any land within its curtilage from a use falling within Class E (commercial, business and service) to a use falling within Class C3 (dwellinghouses).	Tythe Farm, Staploe Road, Wyboston	15th May 2025	25/00771/CPNMA

2025/048. Community Cabins and Playing Field (9.00-9.15)

- Consider whether to permit Wildcats to meet on the playing field
- Electricity contract
- Insulation
- Heating
- Solar panels
- Fire safety
- Hire agreement
- Path

2025/049. Highways and Rights of Way (9.15-9.20)

Road closures:

- Lower Honeydon Lane 22nd April to 20th May & Shakers Way 16th June to 20th June
- A428 grant application for fixed speed sign in Staploe

2025/050. Assets and Insurance (9.20-9.30)

- Report from asset inspection
- Review land and asset registers
- Consider insurance quotes and renew insurance
- Street light at Honeydon triangle– update on repairs

2025/051. Finances (9.30-9.45)

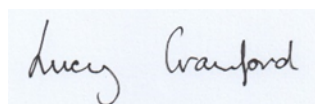
- Receive internal audit report May 2025
- Approve Governance Statement and Accounting Statements for Annual Return for 2024/25
- Performance against budget 2024-25 and 2025-26
- Allocate reserves
- VAT reclaim
- Review direct debits
- Receipts and payments, sign schedule of payments & check bank reconciliation

2025/052. Policies (9.45-9.48)

- Review code of conduct

2025/054. General Power of Competence (9.48-9.50)

- Determine the Council's eligibility to use this power



Lucy Crawford, Clerk to Staploe Parish Council, 33, Staploe, St. Neots PE19 5JA