



BRETTON PARISH COUNCIL

Chairperson

Councillor Richard Strangward
87 Tirington
South Bretton
Peterborough
PE3 9XT
Tel: 01733 263019

Clerk to the Council

Sylvia Radouani
Unit 2, Parish Offices
Bretton
Peterborough
PE3 8NY
Tel: 01733 263019

parishoffice@brettonparishcouncil.onmicrosoft.com

Agenda for Parish Council Meeting to be held on Tuesday 6th June 2023 starting at 20.00

Please note that this will be held at Unit 3 Pyramid Shopping Centre

Public and Press are invited to attend and request them to be seated by 19.50 to ensure a prompt start to the meeting.

	Open Forum
149	Apologies for absence, acceptance of Apologies & noting of resignations received.
150	Declaration of Interest – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item
151	To Approve Minutes of the last meeting held on 24th May 2022 (22-12)
152	Matters to report – <i>restricted to items not listed elsewhere in the agenda</i>
153	Declaration of Acceptance of Office of Parish Councillors
154	Election of Chairperson
155	Declaration of Acceptance of Office of Chairperson
156	Election of Vice Chairperson
157	Appointments of Committees, Working Parties and Representatives
157.1	Planning & Environment Committee – 8 representatives
157.2	Finance Committee – 8 representatives
157.3	General Purposes Committee – 8 representatives
157.4	Press Officer Newsletter Editor
157.5	Parish Council representatives (and deputies)
157.(a)	PCC Parish Liaison
157.(b)	Police Panel Meeting
158	Cheque signatories and banking arrangements
	To adopt and/or amend the Standing Orders, Financial Regulations, the standing orders for the various committees, the Complaints Policy and Risk Assessment.
159	To consider if any of the policies we have in force need to be updated and or amended.
160	To consider the request for a grant from Mrs Nicola Carnegie (EYFS teacher and lead) at Nova Primary Academy Middleton, Bretton – EYFS; early years (reception).
161	Bretton Community Festival -Volunteers Requirements

162	To note current state of finances and agree the Bank Reconciliation /approve expenditure– 162.1 Category: Staffing Expenditure: (£5,145.43 salaries –March / April fortnightly / monthly which represents payment for the Clerk, caretaker, cleaner, and lengthsman) (£1,242.41- Pensions Contributions - B&CE & LGPS -April /May 2023) £1,755.93 -HMRC/PAYE NI -Month 1 Category: Services: Misc (28.30 – Natwest bank charges) (£138.00-HR services) (£349.92 -Hiscox Monthly insurance payment (buildings Office/pyramid centre) £3.33 stationary Category: Services: Utilities (£145.95 - Haven Power /Drax – electricity for 1/04/2023 to 30/4/2023) (DD) 162.2 Community Centre Category: Services: Misc (£10.87 -Initial -personal Hygiene) (£250.15 net -King Charles III coronation celebration event) £70.00 -electrician – fixed lights in reception area £983.93 -April 2023 Easy Clean cleaning services £51.62 -refuse bags for Lengthsman £78.29 -pack of 12 blue paper, 6 1litrebottle of floor cleaner £178.80 -Business Watch -engineer callout to fix fire alarm in community centre. Category: Services: Utilities (£144.12 -Haven Power /Drax – electricity for 1/04/2023 to 30/4/2023) (DD) (£154.78-British Gas -Gas charges -15/3/2023 to 14/04/2023) (DD) 162.3 Category: Services / Renewals and Subscriptions - Payments made by Direct Debit (£41.48 - O2 - Clerks Mobile phone). (£616.00 business rates (office) (£449.00 Business Rates (community centre) <i>[]denotes those payments paid between meetings, which have been approved by the Chairperson and Vice Chairperson of the Parish Council or at a previous meeting but not listed</i> 162.4 Payments made by Government Preferment Card: Zoom x2=£28.78, Microsoft = £11.28, Gen Power -battery for lawn mower -£87.99, Canva - £10.99 and Cleaning Materials from Asda, Lidl =£26.99- Total payment =£152.87
163	Correspondences
164	Agenda Items for next Meeting – Reminder – by law no decision can be made under this item only information exchanged.
165	The date of the next meeting – to be held on Tuesday 27th June 2023 at 7.30 p.m. Unit 3 Pyramid Shopping Centre.