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PARISH OFFICE
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12th May 2009

To members of the Council:

You are hereby summoned to attend **THE ANNUAL MEETING** of IMPINGTON PARISH COUNCIL at St Andrew's Church Hall, Burgoynes Road, Impington on **Monday 18th MAY 2009 immediately following the Annual Parish Meeting** at 7 p.m. for the purpose of transacting the following business.

AGENDA

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|------|--|---------------------|
| 1 | APOLOGIES FOR ABSENCE | |
| 2 | MEMBERS' DECLARATIONS OF INTEREST for items on the agenda | |
| 3 | ELECTION OF CHAIRMAN | For decision |
| 4 | ELECTION OF PROPER OFFICERS and COMMITTEES - <u>attached</u> | For decision |
| 5 | ELECTION of REPRESENTATIVES and COMMITTEES - <u>attached</u> | For decision |
| 6 | TO SIGN AND APPROVE MINUTES OF MEETING 20 APRIL 2009 – minutes <u>attached</u> | For decision |
| 7 | MATTERS ARISING FROM PREVIOUS MINUTES | To note |
| 8 | RECREATION GROUND MANAGEMENT COMMITTEE REPORT – Minutes <u>attached</u> 23 March. Meeting held 27 April. Next Meeting due 20 May and 22 June 2009 and Half Yearly Meeting 22 June 2009 7.30 p.m.
Including up-date on Play Area Project | To note |
| 9 | PLANNING COMMITTEE REPORTS
Minutes <u>attached</u> 21 April and 5 May. Next meeting due 26 May 2009 | To note |
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| | S/0193/09/F Orchard Park Community Council, Community Primary School, Ring Fort Road – Erection of outdoor classroom/amphitheatre | |
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| | S/0859/08/F Conversion of dwelling into 2 flats – Confirmation of signature of indemnity by Cllr D W Payne and B S Ing | |
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| 10 | TO RECEIVE CLERK'S REPORT - <u>attached</u> | To accept |
| 11 | TO RECEIVE CHAIRMAN'S REPORT | To accept |
| 12 | TO RECEIVE DISTRICT COUNCILLORS' REPORT | To accept |
| 13 | TO RECEIVE COUNTY COUNCILLORS' REPORTS (monthly and annual) – <u>attached</u> | To accept |
| 14 | FINANCE & ADMINISTRATION | |
| | a) To confirm payment of accounts | For decision |
| | b) To approve payment of outstanding accounts | |

- c) Paid in and Correspondence Received including LCAS Seminar 23 June; H&I Courier up-date
 - d) Finance Committee due 12 May – minutes available at meeting. To accept Final Budgets (**GREEN**) (attached); Internal Auditors report (**BLUE**) (attached)
 - e) Formal acceptance by Council of Audit Statement and Accounts – (**YELLOW**) papers attached
 - f) To accept Risk Management Policy Review (**PINK**) – attached
 - g) To consider donation for County Council 2009 Reading Scheme at Histon Library (Section 137 payment)
- 15 ANNUAL REPORTS FROM COMMITTEES AND REPRESENTATIVES attached To accept
- 16 CORRESPONDENCE RECEIVED
- a) Circulating file available: Histon Parish Council minutes and various magazines/leaflets To note
 - b) CPRE Agenda 20 May
 - c) CPALC Parish Forum meeting 17 June, Impington
 - d) Miller Sands – assistance offer for local events, not sponsorship
 - e) Equality & Human Rights Commission – Public Sector Duties
 - f) Macfarlane Close Residents matters
 - g) Housing Futures newsletter and copy letter to residents
 - h) Open Gardens details 14 June
 - i) Other correspondence received
- 17 TO CONSIDER OTHER MATTERS
- a) YOUTH ADVISORY BODY REPORT – Meeting due 1 June
 - b) HIGHWAYS TRAFFIC & TRANSPORT MATTERS
 - c) FEAST MARKET ARRANGEMENTS 11 JULY 2009
 - d) PROACTIVITY – Paper attached
- 18 DATE AND PLACE OF NEXT MEETING:
PROPOSED Monday 15 JUNE 2009 7.30 p.m. at St Andrew's Church Hall, Burgoynes Rd, Impington
- 19 DATES OF CONFIRMED COMMITTEE MEETINGS:
Environment Committee – Tuesday 19 May 2009
Recreation Ground Management Committee – Wednesday 20 May 2009 6.30 p.m.
Planning Committee – Tuesday 26 May 2009
Planning Committee – Tuesday 9 June 2009
- OTHER MEETINGS:
Northstowe Liaison Meeting Swavesey – Thursday 21 May 2009
Design Brief Meeting – Wednesday 27 May 2009
Youth Committee – Monday 1 June 2009
Chairmen's meeting – Tuesday 2 June 2009 5.30 p.m.
Guided Bus Liaison Meadows – Thursday 11 June 2009 7 p.m.

Some For decision

For decision

To note as a draft for future discussion