

COVENY PARISH COUNCIL



Notice of Meeting: Full Council Meeting

Date: 29th March 2025

Time: 7.30pm

Venue: Coveney Village Hall, 2 School Lane, CB6 2DB

To All Members of the Parish Council. You are hereby summoned to attend the full council meeting of the Parish Council for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies in before the meeting. The meeting is open to members of the public (including the press) but is not a public meeting.

Quorum: 3

Members: 5

Vacancies: 2

Miss Kendle Hanslip – Clerk/RFO – 24th April 2025

A handwritten signature in cursive script, appearing to read 'K E Hanslip'.

AGENDA

25/13 Welcome

25/14 To receive and accept apologies for absence

25/15 Councillor's Declarations of Interest

- 1** To receive declarations of Interest from Councillors on the items on the agenda.
- 2** For declarations of interest received, Councillors to inform the chairperson if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
- 3** To receive written requests for dispensations for disclosable pecuniary interests (if any).
- 4** To grant any requests for dispensation as appropriate.

25/16 Public and Press Participation Session (15 minutes)

- 1** Open Forum to provide the opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda
- 2** To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
- 3** 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 chairperson. Limited to 5 minutes per person, 15 minutes in total.

25/17 To receive County Councillor & District Councillor Reports

- 1** Cllr Bailey and Cllr Dupre to give report

25/18 Approval of minutes

- 1** To approve minutes for signature from Monday 17th March 2025
- 2** Matters arising from the minutes (For information only)
- 3** Clerk's report

25/19 Planning applications

None

25/20 Progress on Planning Applications (For Information)

- 1 24/00748/FUL – Change of use of land from ancillary recreational use to use for the stationing of a former railway carriage to be used for tourist accommodation – retrospective – Commrooks Farm Straight Drove Coveney Ely Cambridgeshire – **APPROVED**

25/21 Council Administration Matters

- 1 To discuss a grant request from Ely Food Bank – S137
- 2 To agree the updated version of the Publication Scheme for 2025
- 3 To agree the updated asset register for 2025

25/22 Wardy Hill Social Club

- 1 To update the council on the Social Club status

25/23 Recreational Areas

- 1 To review the RoSPA report and discuss actions
- 2 To discuss report from Naomi on the Orchard, Allotments and Pond area

25/24 Finance matters

- 1 To approve April invoices for payment as per schedule at the end of agenda.
- 2 To approve the council's financial position up until 31st March 2025
- 3 To review the first draft of the Annual report
- 4 To accept 2024/25 VAT return

25/12 Date of Next Meeting

Tuesday 13th May 2025 – The Annual Meeting of the Parish Council

Chairperson: Cllr R Langston

Clerk/RFO – Miss K Hanslip, 60A Cannon Street, Little Downham CB6 2SS.

EMAIL: Clerk@coveneyparishcouncil.co.uk **TEL:** 07840 795438

Coveney Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1 Subscriptions	01/04/2025		Current Account		Mobile phone	Tesco Mobile	S	6.74	1.35	8.09
8 Fuelcard	07/04/2025		Current Account		Fuel	Right Fuelcard	S	50.35	10.07	60.42
2 Hall Hire	11/04/2025		Current Account		Hall Hire	Coveney Village Hall	Z	360.00		360.00
12 Clerk's Salary	22/04/2025		Current Account		Salary	Miss K Hanslip	Z	581.04		581.04
12 Tax and NI	22/04/2025		Current Account		Salary	Miss K Hanslip	Z	58.60		58.60
11 Clerk's Expenses	22/04/2025		Current Account		Expenses	Miss K Hanslip	Z	142.49		142.49
4 Subscriptions	22/04/2025		Current Account		Subscription	Cambridgeshire County Co	Z	100.00		100.00
7 Subscriptions	22/04/2025		Current Account		Subscription	CAPALC	Z	335.96		335.96
9 Repairs	22/04/2025		Current Account		Defibrillator	Nicki Gilbert	S	70.00	14.00	84.00
5 Misc	22/04/2025		Current Account		Connexions newsletter printing	Claire Langston	Z	10.00		10.00
14 Misc	22/04/2025		Current Account		Administration	Lloyds	Z	4.25		4.25
6 Groundskeeper	22/04/2025		Current Account		Groundskeeping	Pat Whittton	Z	622.88		622.88
13 Fuelcard	22/04/2025		Current Account		Fuel	Suits me	Z	50.00		50.00
10 Running costs	22/04/2025		Deposit		Expenses	Naomi Laredo	Z	81.50		81.50
10 Maintenance	22/04/2025		Deposit		Expenses	Naomi Laredo	Z	13.47		13.47
3 Safety Inspection	22/04/2025		Current Account		Play area	Playsafety Limited	S	160.00	32.00	192.00
10 Regeneration project	22/04/2025		Deposit		Expenses	Naomi Laredo	Z	21.27		21.27
15 Regeneration project	25/04/2025		Current Account		Pond regeneration planting	Coveney Charity Trustees	Z	50.00		50.00
Total								2,718.55	57.42	2,775.97

Prepared by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

