

COVENY PARISH COUNCIL



Notice of Meeting: Full Council Meeting

Date: Monday 16th June 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 – 5th June 2025

KE Hanslip

AGENDA

25/31 Welcome

25/32 To receive and accept apologies of absence

25/33 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.

25/34 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.

25/35 To receive County Councillor & District Councillor Reports

- 1 Cllr Bailey and Cllr Dupre to give report

25/36 Approval of minutes

- 1 To approve minutes for signature from Monday 13th May 2025.
- 2 Matters arising from the minutes (For information only)
- 3 Clerk's report

25/37 Planning applications

- 1 25/00181/FUL - Site To North Of 4 Main Street Wardy Hill Cambridgeshire – 3 bedroom chalet dwelling

25/38 Progress on Planning Applications (For Information)

None

25/26 Council Administration Matters

- 1 To advise all councillors to update their registration of interest on the ECDC website
- 2 Community payback next steps to be discussed
- 3 Update on correspondence received – yellow lines at School Lane
- 4 To discuss what the Community fund grant could be spent on
- 5 To discuss what CIL money should be spent on

25/27 Wardy Hill Social Club

- 1 To update the council on the Social Club status

25/28 Recreational Areas

- 1 Update on Orchard – approve orchard maintenance purchases
- 2 Update on Tree Wardens report and approve actions
- 3 Update on Allotment
- 4 Update on pond project
- 5 Agree to purchase mower spares
- 6 To approve swing seat and bark for play areas
- 7 LHI – to discuss the timetable and possible mirror on blind spot

25/29 Finance matters

- 1 To approve June invoices for payment as per schedule
- 2 To approve the council's financial position up until 31st May 2025
- 3 To approve the ICO renewal of membership for end of June
- 4 To note that the Clear Councils insurance has now be renewed

25/30 Date of Next Meeting

- 1 Monday 21st July 2025 – Full Council meeting

Chairman: 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										12 June 2025 (2025-2026)	
PAYMENTS (AWAITING AUTHORISATION) LIST											
Cheque	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
22	Subscriptions	02/06/2025		Current Account		Mobile phone	Tesco Mobile	Z	8.57		8.57
26	Tax and NI	17/06/2025		Current Account		Salary	Miss K Hanslip	Z	22.40		22.40
26	Clerk's Salary	17/06/2025		Current Account		Salary	Miss K Hanslip	Z	436.28		436.28
27	Tax and NI	17/06/2025		Current Account		Salary	Miss K Hanslip	Z	45.90		45.90
29	Clerk's Expenses	17/06/2025		Current Account		Expenses	Miss K Hanslip	Z	41.75		41.75
23	Subscriptions	17/06/2025		Current Account		Allotment	National Allotment Society	S	70.00	14.00	84.00
25	Equipment	17/06/2025		Current Account		Groundskeeping	Portland Saint Services Ltd	S	212.59	42.52	255.11
28	Payroll Services	17/06/2025		Current Account		Payroll	Red Shoes Accounting Ser	S	43.50	8.70	52.20
30	Fireboard	17/06/2025		Current Account		Fuel	Sulis me	Z	50.00		50.00
31	Groundskeeper	17/06/2025		Current Account		Groundskeeping	Pat Whitten	Z	600.00		600.00
31	Mileage	17/06/2025		Current Account		Groundskeeping	Pat Whitten	Z	50.00		50.00
31	Mileage	17/06/2025		Current Account		Groundskeeping	Pat Whitten	Z	50.00		50.00
34	ICD	28/06/2025		Current Account		Administration	Information Commissioner	Z	52.00		52.00
Total									1,722.99	65.22	1,788.21

Prepared by:	<u>K Hanslip</u>	Date:	<u>12/06/25</u>
	Name and Role		
Approved by:	_____	Date:	_____
	Name and Role		
Approved by:	_____	Date:	_____
	Name and Role		

Created by Scribe

1 of 1