

GREAT DENHAM PARISH COUNCIL

Councillors, I hereby summon you to attend the meeting of GREAT DENHAM PARISH COUNCIL on Monday, 4th December 2023 commencing at 7:30pm at the Great Denham Community Hall, to consider the following items of business.

MEMBERS OF THE PUBLIC WELCOME!

Robbin Brough, Clerk to the Council
28th November 2023

AGENDA

1 Apologies for Absence

2 Declarations of interest in items on the agenda

3 Public Open Session

During the Public Open Session: Members of the public should note that the council is only allowed to take decisions on topics that are publicized on the agenda; items not on the agenda can be carried forward for a response at a later date. Any questions not presented to the council far enough in advance of the meeting may be noted and responded to at a later time.

After the Public Open Session: Members of the public are asked to respect the fact that this is a meeting to conduct council business and interruptions during the remainder of the meeting are not permitted.

4 Correspondence received since the last meeting (requiring council attention)

Council received an email from a resident asking for an update on the management fees discussions with the MP.

5 To confirm the minutes of the parish council meeting held on 6th November 2023

6 Clerk's report on actions not covered by agenda items

- To contact the Medivets to ask if their bins could be stored somewhere other than the allocated customer parking bays. *Clerk has had a response from Medivets who will aim to remove them from the car park when they have time.*
- To inform the council of the current CIL balance and when the deadline for spending is. *Clerk has shared this information with councillors.*
- To chase Bedford Borough Council (BBC) Highways for the Green Keepers Feasibility Study.
- To contact BBC Open Spaces team to ask for assistance in creating wildlife information boards for the country park. *Clerk has received correspondence from the team who do not have the resources at this time to help with the design or production of the boards.*

7 Finance

- To approve payments and note income and balances.
- To note the Spend versus Budget report

8 Community Facilities:

- Update on Installation of gateway sign on King Alfred Way.
- Update from Cllr Weir on the replacement of dead trees on Kingswood Way, pruning of lower growth on surviving trees and weeding of the roundabout.

9 Parish Council Staffing Committee

To appoint members of the council on to the Staffing Committee.

10 Future Meeting Dates

To agree the dates for parish council meetings held in 2024.

11 Planning Applications:

No planning applications received.

12 Borough Councillors Report

Update from Borough Councillor Jim Weir.

13 2024/2025 Budget Setting

To review the proposed draft budget and make any necessary amendments.

*Mrs R Brough, Clerk, Great Denham Parish Council
E-mail: clerk@greatdenhamparishcouncil.gov.uk*

14 Biodiversity Policy

To review the proposed Biodiversity policy.

15 Recruitment of Parish Councillors

To discuss how the parish council will engage with the community to recruit councillors to fill the remaining three vacancies.

16 Community Event

To discuss the possibility of holding a parish council sponsored community event in the country park. Details such as the type of event, when it will be, and budget will be discussed.

17 Business for future agendas (No actions can be taken on items not on the agenda)

18 Annual NJC pay scale adjustment

- To resolve that, under Section 1 Paragraph 2 of the Public Bodies (Admission to meetings) Act 1960, the press and public be excluded from the meeting for the next item of business due to the confidential nature of staff matters.
- In line with contractual obligations, to agree to implement the new pay scales as agreed by the National Joint Council for Local Government Services (NJC) for 2023-24; to be implemented (backdated) from 1 April 2023. The Clerk's contract is tied to this salary scale – the previous clerk will also be due backdated pay.

Date of the next meeting: TBD, Great Denham Community Hall.