

GREAT DENHAM PARISH COUNCIL

Councillors, I hereby summon you to attend the ANNUAL meeting of GREAT DENHAM PARISH COUNCIL on **Monday, 6th May 2025** 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
1st May 2025

AGENDA

1 Election of Chairman

To elect the Chairman for the coming year. Signing of Declaration of Acceptance of Office.

2 Election of Vice Chairman

To elect the Vice Chairman for the coming year. Signing of Declaration of Acceptance of Office

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 Apologies for Absence

5 Declarations of interest in items on the agenda

6 Co-option

To consider coopting to fill the remaining vacancy – the total number of positions on the council is nine.

7 Committee membership

- To consider if any changes are required to the membership of the committees
- To elect the Chairman of each committee

8 Meeting dates for 2025/26

To agree meeting dates and locations for the coming year.

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

None needing council attention.

10 To confirm the minutes of the parish council meeting held on 7th April 2025

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

- To request a cost from BBC Highways for no verge/footpath parking signs along Carnoustie Drive and St Mellion Drive. To request a second quote for the implantation of no verge/footpath parking in the remaining areas of Great Denham.
- To obtain quotes for event insurance coverage for the Summer Fete.
- To request costs for a bus shelter and ensure a site visit has occurred to see if it is possible to have a bus shelter on Saxon Way.
- To obtain a quote for replacing the whole footpath and a portion of the footpath in the Country Park.

12 Finance

- To approve payments and note income and balances
- To note the Spend versus Budget variance report
- To note the fourth quarter financial checks.

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

- 12 **Planning Applications:**
- To consider any planning applications received since the last meeting – includes any received after the agenda is issued up to the date of the meeting.
- 13 **Borough Councillors Report**
Update from Borough Councillor Jim Weir.
- 14 **Neighbourhood Plan Review Workshop**
To inform councillors of the workshop being held on the 22nd May and note any councillors who would like to attend.
- 15 **Great Denham Summer Fete**
To receive an update from the working group for the Great Denham Summer Fete.
- 16 **Community Hall Lift Repair**
To discuss the required lift repairs, who is liable to pay for the repairs and whether the parish council would make an insurance claim to cover the cost of the repairs.
- 17 **Community Hall Hard Wire Testing**
To consider the quote received to complete the fixed wire test (EICR) on 79 circuits in the Community Hall.
- 18 **Highways Matters**
To update the council on any progress made relating to ongoing highways requests and projects.
- 19 **Business for future agendas (No actions can be taken on items not on the agenda)**

Date of the next meeting: Monday 2nd June 2025, Great Denham Community Hall.