

# LITTLEPORT TOWN COUNCIL

Council Offices: The Barn, Main Street, Littleport, Ely, Cambridgeshire CB6 1PH  
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**Members of the Council are summoned to a Full Council Meeting of Littleport Town Council**

**To be held in The Barn at 7.00pm on Monday 16<sup>th</sup> January 2023. Any member not able to attend should send their apologies before the meeting.**

Members of the Public and Press are welcome to attend the meeting, however if a member of the public wishes to speak during the open, they must inform the Clerk no later than 12 noon on the day of the meeting. Requests to speak must be sent by email to [clerk@littleporttowncouncil.gov.uk](mailto:clerk@littleporttowncouncil.gov.uk)

Members: 15 Quorum: 5 Vacancies: 0

## A G E N D A

*Diane Bayliss*

Diane Bayliss Town Clerk/Proper Officer

Date of Publication: 11<sup>th</sup> January 2023

**22/23.138 Apologies and Reasons for Absence**

*(LGA 1972 s 85(1))*

**22/23.139 To receive any Declarations of Interest from Councillors**

*(Relating to items to be considered at the meeting in accordance with the provisions of the Council's Code of Conduct and related to the Localism Act 2011 s.31, s.33)*

**22/23.140 Chairman's Update**

**22/23.141 Open Forum for Public Participation (15 Minutes)**

*(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 Chairman)*

**22/23.142 Minutes of Previous Meeting**

**Proposal:** That Littleport Parish Council herewith agree the minutes of the Parish Council meeting held on 19<sup>th</sup> December 2022

**22/23.143 To Receive Committee Meeting Minutes**

**143.1 Proposal:** To Receive Minutes of Planning Committee meetings held 28<sup>th</sup> November, and 19<sup>th</sup> December 2022

**22/23.144 Matters Arising/Clerk's Report**

**144.1** Matters Arising

**144.2** Clerk's Report

**22/23.145 Community Worker Reports**

145.1 Community Youth Worker Report

145.2 Community Link Worker Report

**22/23.146 CAPALC SGM 25<sup>th</sup> January 2023**

**Proposal:** To confirm attendance at the CAPALC SGM and approve amendment to articles of association.

**22/23.147 Financial Matters**

147.1 **Proposal:** To approve monthly bank reconciliations for December

147.2 **Proposal:** To note account payments for 6<sup>th</sup> January 2023 (Appendix 1)

147.3 **Proposal:** To approve account payments for 16<sup>th</sup> January 2023 (Appendix 2)

147.4 **Proposal:** To receive Quarter 3 Budget Reports

147.5 **Proposal:** To update contact details and signatories for Barclays Bank

**22/23.148 Internal Auditor**

**Proposal:** To consider appointment of Internal Auditor for 2022-23

**22/23.149 Policy Updates**

149.1 **Proposal:** To approve Multi Pay Credit Card Policy

149.2 **Proposal:** To approve Training Policy

**22/23.150 Youth Building**

150.1 **Update:** Progress on the youth building (Councillor Webber)

149.2 **Proposal:** To consider purchase of Noticeboard

**22/23.151 Highways Matters**

**Proposal:** To discuss request from parishioners for new bus shelters (Councillor Norman)

**22/23.152 Cemetery Matters**

**Proposal:** To resolve to allow all works to War Graves to be carried out free of charge

**22/23.153 County and District Councillor Reports**

153.1 County Councillors Report

153.2 District Councillors Report

**22/23.154 Motion to Exclude the Public and Press**

*That the public (including representatives of the press) be excluded during the consideration of the remaining item No 2022-23/155 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972 (as amended)*

**22/23.155 HR Matters**

**22/23.156 LECA**

**22/23.157 Date of Next Meeting (The Barn)**

Full Council: 20<sup>th</sup> February 2023

Planning Committee: 30<sup>th</sup> January 2023