

LITTLEPORT TOWN COUNCIL

Council Offices: The Barn, Main Street, Littleport, Ely, Cambridgeshire CB6 1PH
Telephone: 01353 860449 Email: clerk@littleporttowncouncil.gov.uk



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 20th February 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

Members: 15 Quorum: 5 Vacancies: 0

A G E N D A

Diane Lane

Diane Lane Town Clerk/Proper Officer

Date of Publication: 15th February 2023

22/23.158 Apologies and Reasons for Absence

(LGA 1972 s 85(1))

22/23.159 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)

22/23.160 Chairman's Update

22/23.161 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)

22/23.162 Minutes of Previous Meeting

Proposal: That Littleport Parish Council herewith agree the minutes of the Parish Council meeting held on 16th January 2023

22/23.163 To Receive Committee Meeting Minutes

143.1 **Proposal:** To Receive Minutes of Planning Committee meeting held 9th January 2023

22/23.164 Matters Arising/Clerk's Report

164.1 Matters Arising

164.2 Clerk's Report

22/23.165 Community Worker Reports

165.1 Community Youth Worker Report

165.2 Community Link Worker Report

22/23.166 Coronation of King Charles III

166.1 To discuss possible events to celebrate the Coronation (6th May 2023)

166.2 Awards for All Funding Opportunity

22/23.167 Financial Matters

167.1 **Proposal:** To approve monthly bank reconciliations for January 2023

167.2 **Proposal:** To approve account payments for February 2023 (Appendix 1 & 2)

167.3 **Proposal:** To note receipts

167.4 **Proposal:** To receive and note Quarter 3 Budget Reports

22/23.168 Closure of Audit 2021-22

168.1 **Proposal:** To receive External Audit Report

22/23.169 Internal Auditor

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

22/23.170 Policy Updates

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

170.2 **Proposal:** To approve Training Policy

22/23.171 C A High Street Improvement Grant

171.1 **Proposal:** To consider expenditure for High Street Improvements

22/23.172 Grant Application

172.1 **Proposal:** To consider grant application from PULSE for defibrillator batteries

22/23.173 Highways Matters

Proposal: To consider obtaining quotations for additional bus shelters at Parsons Lane, and the junction of Queen's Road and Gilbert Road

22/23.174 Cemetery Matters

Proposal: To review and approve burial packs and fees for 2023

22/23.175 Allotment Matters

Proposal: To review and adopt the National Allotment Society Tenancy Agreement

22/23.176 County and District Councillor Reports

176.1 County Councillors Report

176.2 District Councillors Report

22/23.177 Date of Next Meeting (The Barn)

Full Council: 20th March 2023

Planning Committee: 27th February 2023