

# LITTLEPORT TOWN COUNCIL

Council Offices: The Barn, Main Street,  
Littleport, Ely,  
Cambridgeshire CB6 1PH  
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Email: [clerk@littleporttowncouncil.gov.uk](mailto:clerk@littleporttowncouncil.gov.uk)



Members are hereby summoned to attend a meeting of Littleport Town Council to be held in The Barn at 7.00pm on **Monday 15<sup>th</sup> April 2024** for the purpose of transacting the business below. Any member not able to attend should send their apologies to the Clerk 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 forum, 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: 2**

*Diane Lane*

Diane Lane Town Clerk/Proper Officer

Date of Publication: 10<sup>th</sup> April 2024

## A G E N D A

- 23/24.185      Apologies and Reasons for Absence**  
*(LGA 1972 s 85(1))*
- 23/24.186      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)*
- 23/24.187      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)*
- 23/24.188      Minutes of Previous Meeting**  
**Proposal:** That Littleport Town Council agree the minutes of the Full Council meeting held on 18<sup>th</sup> March 2024
- 23/24.189      To Receive Committee Meeting Minutes**  
**Proposal:** To Receive Minutes of the Planning Committee meeting held March 4<sup>th</sup> 2024
- 23/24.190      Matters Arising**

- 23/24.191 Clerk's Report**
- 23/24.192 Chairman's Update**
- 23/24.193 CAPALC Membership**  
**Proposal:** To approve membership of CAPALC for the forthcoming year
- 23/24.194 AGE UK**  
**Proposal:** To approve release of grant funding to AGE UK (£4,000 previously approved)
- 23/24.195 Play Area**  
**Proposal:** To approve amended quotation from Wicksteed for new play equipment and to note final position of new play area at the paddocks
- 23/24.196 County Council Lease**  
**Proposal:** To consider revised boundary line to the front of the school
- 23/24.197 Wisbech Road Development**  
**Proposal:** To consider putting forward two names for Havebury Housing estate on Wisbech
- 23/24.198 Annual Parish Meeting**  
**Proposal:** To vote for the citizen of the year for 2023-24
- 23/24.199 County and District Councillor Reports**
- 199.1 County Councillors Report
- 199.2 District Councillors Report
- 23/24.200 Motion to Exclude the Public and Press**  
*To resolve under the Public Bodies (Admissions to Meetings) Act 1960, that public and representatives of the press and broadcast media be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
- 23/24.201 Staff Matters**  
**Proposal:** To agree payment for 'out of hours' mobile phone retention  
**Proposal:** To consider pension provision for the position of Town Clerk  
**Proposal:** To consider approval of salary sacrifice arrangements for all staff
- 23/24.202 Date of Next Meetings (The Barn)**  
 Planning Committee 22<sup>nd</sup> April 2024  
 Finance Committee 22<sup>nd</sup> April 2024  
 Annual Town Meeting 20<sup>th</sup> May 2024 (Youth Building)  
 Full Council 20<sup>th</sup> May 2024 (Youth Building)