Members of the public and press are invited to attend a meeting of Hildersham Parish Council Meeting, Hildersham Village Hall, High Street, Hildersham, on Tuesday 11th May 2021, commencing at approximately 7.30pm, after the Parish Meeting

**1. Election of Chairman**

**2. Signing of declaration of acceptance of office by Chairman**

**3. Members of the Council to review and update their register of members’ interests’ forms.**

**4. Election of Deputy Chairman**

**5. Apologies**

**6. Councillors to declare any interests in the items to be discussed during the meeting? Has the Clerk granted any dispensations** under section 33 (1) of the Localism Act and the basis is set out under section 33(2)?

**7. Open Forum for Parishioners to make comments or raise items**

**8. Approval of the minutes from the last meeting of 10th March 2020.**

**9. Feedback on actions from the last meetings**

a) The dead beech trees on the triangular piece of land at the junction of Beech Row/A1307 – update on tree inspection.

b) Update on moving the 'Slow Down' sign at the brow of the hill before the High St/Balsham Rd crossroads. Confirming location requested.

c) Repair to Back Road end of High Street (outside Gerald’s house) path requested, Awaiting update on inspection.

**10. Neighbourhood Plan**

a)  An update.

**11. Update from Village Hall Charitable Trust (VHCT)**

a) Councillors to sign Trust documents for the Allotments & Recreation Ground, witnessed by the public.

**12. Covid 19**

a) Update on support groups and any action required to assist residents?

**13 Village maintenance**

a) Report on the condition of village assets and deciding who will be responsible for the assets this year: benches, bus shelters, village sign, kiosk, play equipment, Recreation Ground and allotments

b) Update on new parking spaces in Meadowlands.

b) Have footpath gates repairs been undertaken by Pampisford Estate to the identified gates?

c) Location/need for new light on Back Road side of bridge.

d) Suggestion that the bridge needs painting.

e) Update on replacement solar panel and battery need to be installed on Abington side of A1307 bus shelter light.

f) Suggestion that wild flowers be planted in the village in the autumn.

g) Green near church, two worn patches which need attention, David Mercer happy to pay for soil to replace worn area and instal a couple of posts, like the ones we have.

**14. Community Land Trust (CLT)**

a) Authorisation of Update on the recommendations from the lawyers and the reply from the Charity Commission.

**15. Play area/Recreation Ground and allotments**

a) Protection of the planned new Recreation Ground copse trees.

b) Picnic bench in play area to be removed. Consider costs of new picnic bench.

c) **RoSPA Report received- action required?**

**d) Allotment track, cars catching on central area of grass. Either raise the track level or lower the central band of grass**

**16. Annual Return**

a) Authorisation of the financial year figures and the supporting statement**.**

b) Authorisation to submit a certificate of exemption to the External Auditors for the year ending 2020-21 as neither income or expenditure exceeds £25,000 and we fulfil the listed criteria. Chairman to sign form, which will then be sent to the External Auditor.

c) The Internal Auditor needs to do their work, before the Council can complete the annual governance statement and approve and sign the annual return accounting statements. Can councillors agree a date to meet to review/accept the year- end figures and complete the Annual Governance and Accountability Return before 14th June?

d) The public inspection period for the audit will run from 14th June – 23rd July.

e) Can the Council authorise the Clerk to engage to Vicky Warple at a cost of £150.00, plus any travelling costs, as the internal auditor?

f) Authorisation to adopt the Data Protection statement.

**17. Correspondences**

a) CAPALC Annual membership. Does the council wish to renew membership?

b) ‘Natural Hildersham’ pages about encouraging and supporting wildlife have been added to the Council website.

**18. Finance**

a)Can the Council authorise the payments and approve the financial statement dated 11.05.21?

b) £2,161.42 land/allotment income for 2019-21 transferred into Land &allotment account.

**19. Items for the next meeting’s agenda on 13th July 2021.**

**20. Open Forum for Parishioners to make comments or raise items**