



# BENWICK PARISH COUNCIL

Tel: 07471344070 email: benwickparishcouncil.clerk@gmail.com  
Clerk: Mrs. A Barnes

To the Members of the Council

1 April 2025

You are hereby summoned to attend a meeting of Benwick Parish Council for the purpose of transacting the following business.

**On Monday 7 April at 19:30**

**At the village hall (Church Annex), High Street, Benwick PE15 0XG (///office.satellite.rivals)**

**Members of the public and press are welcome to attend**

Yours truly

*Abbey Barnes*

Mrs. A Barnes  
Clerk/Proper Officer

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All Members are reminded that they need to declare any pecuniary and non-pecuniary interests before an item is discussed at this meeting under the Localism Act 2011.

**Please note all meetings will be recorded for the purpose of assistance the minute taking only.**

242/24-25	<b>Apologies for absence</b> To record any apologies for absence sent in advance of the meeting.	
243/24-25	<b>Declarations of Interest</b> Councillors to declare any interests in respect of any item to be discussed at this meeting: a) Disclosable Pecuniary Interest b) Non-Pecuniary Interest c) Sensitive Pecuniary Interest.	
244/24-25	<b>Public participation</b> An opportunity for members of the public to speak to the council.	
245/24-25	<b>Confirmation of Minutes</b> Approve and sign the Minutes of the Council Meeting held on Monday 3 March 2025.	
246/24-25	<b>County &amp; District Councillors Reports</b> No reports received.	
247/24-25	<b>Action Log</b> To review and update the log of actions from previous meetings.	
248/24-25	<b>Defibrillators</b> To discuss and agree any actions with regard to defibrillator units.	
249/24-25	<b>Community Lounge</b> Update from Cllr Lowry on the Community Lounge.	
250/24-25	<b>Highways matters</b> To discuss and agree any Highways related matters including: - LHI bid application site visit for Lilyholt Road.	
251/24-25	<b>Cemetery and September Gardens</b> To discuss and agree any actions required for the Cemetery and September Gardens including: - Allotment access track improvement.	
252/24-25	<b>2025-2028 Contract Award</b> To review quotations received and award contracts for 2025-2028 for the following: a) Cemetery, Mooring and The Pound maintenance b) Verges maintenance.	
253/24-25	<b>Clerk's report and requests</b> Please see Clerk's report for March 2025.	
254/24-25	<b>Policy reviews</b> To review, discuss amendments to and approve the following policies: - Benwick Parish Council Risk Assessment.	

<b>255/24-25</b>	<b>Income &amp; Expenditure</b>			
	a) Members to consider and approve the following accounts for payment.			
	Electricity supplier	Electricity Invoice for February 2025 - DD paid 19/03/2025	£ 160.46	
		<b>Sub-total pre-authorized by Council</b>	<b>£ 160.46</b>	
	Cemetery contractor	March 2025 Cemetery Maintenance	£ 419.87	
	Verges contractor	Verge cutting January – March 2025	£ 200.00	
	CAPALC	2025/26 renewal of affiliation (incl Data Protection)	£ 481.57	
	ICCM	2025/26 membership renewal	£ 105.00	
	Salaries and Expenses	Clerk's salary and expenses March 2025	£ 586.51	
	Community Lounge	March 2025 Community Lounge Reimbursement	£ 4.50	
	Community Lounge	April 2025 Community Lounge Advance	£ 100.00	
	Community Lounge	Benwick Village Hall Hire (50 hours)	£ 500.00	
		<b>Subtotal to authorise for payment now</b>	<b>£ 2397.45</b>	
		<b>TOTAL EXPENDITURE AUTHORISED</b>	<b>£ 2557.91</b>	
	b) Clerk to report on the March 2025 bank balances and reconciliation statement.			
	c) Members to consider, agree amount and approve transfer of funds from the existing current account to the new provider.			
<b>256/24-25</b>	<b>Correspondence</b>			
	a) Rural Services Network Bulletin (emails 08/03/25, 20/03/25, 27/03/25, 01/04/25)			
	b) Fenland District Council (FDC) Press Release (emails 08/03/25 x3, 15/03/25, 24/03/25)			
	c) FDC Cabinet Meeting Agenda (email 15/03/25)			
	d) National Association of Local Councils (NALC) Chief Executive's Bulletin (emails 08/03/25, 15/03/25, 20/03/25, 27/03/25)			
	e) FDC Notification of Election (email 27/03/25)			
	f) Cambridgeshire County Council (CCC) Cambridgeshire Matters (email 08/03/25)			
	g) FDC Cabinet Meeting Agenda 14 March 25 (email 08/03/25)			
	h) FDC Planning training for Parish Councils (email 08/03/25)			
	i) CCC Way 2 Go Newsletter (email 08/03/25)			
	j) CCC Capital Highway Maintenance Programme (email 20/03/25)			
	k) CCVS March Roundup (email 15/03/25)			
	l) CAPALC March Bulletin (email 15/03/25)			
	m) Tiger on Demand transport service (email 24/03/25)			
	n) HMRC Spring Statement (email 27/03/25)			
	o) Cambs ACRE Staying in Touch (email 29/03/25)			
	p) Doddington Diary April 2025 (01/04/25)			
	q) Website contact email (01/04/25)			
<b>257/24-25</b>	<b>Planning</b>			
	There are no planning applications for the council to consider at this meeting.			
<b>258/24-25</b>	<b>Biodiversity and Habitat Initiatives</b>			
	Discuss and agree any biodiversity actions / initiatives.			
<b>259/24-25</b>	<b>Agenda Items/Next Meeting</b>			
	Agree the date of the next Parish Council meeting proposed to be Monday 12 May 2025. Items to be included on agenda should be with the Clerk by Thursday 1 May 2025.			