



The Old School House  
37 Green End Road  
Sawtry  
Huntingdon  
PE28 5UY

Tel: 01487 831771  
Office Open 9.00 – 1.00 Mon – Fri  
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[www.sawtry-pc.gov.uk](http://www.sawtry-pc.gov.uk)

**TO MEMBERS OF THE COUNCIL:**

You are hereby summoned to attend a **MEETING OF THE FULL PARISH COUNCIL** on **Wednesday, 11<sup>th</sup> October 2023 at 7.30 pm** in the Old School Hall for the purpose of transacting the following business. Members of the Press and Public are invited to attend.

**AGENDA**

62/23	Apologies for Absence
	Co-Option – 1 Vacancy.
	To Approve Minutes Dated - Full Council 13 <sup>th</sup> September 2023
	Matters Arising from Previous Minutes (for information only)
	Members' Declaration of Interest for items on the agenda:
Public forum – meeting suspended. If residents of Sawtry wish to speak on any item on the agenda (max 3 mins) the meeting will be suspended for a 10-minute open forum. If you wish to speak you must inform the Clerk or the Chairman at least 24 hours before the meeting.	
63/23	To Receive Reports from Representatives of Outside Bodies: <ol style="list-style-type: none"> <li>1. District Council – Cllr Martin</li> <li>2. District and County Council – Cllr Bywater</li> <li>3.</li> </ol>
64/23	To Receive the Chairman's Report
65/23 Committees	To Receive and In So Far as Required, Ratify Recommendations Contained in The Minutes of The Following Committees (as listed): <ol style="list-style-type: none"> <li>1. <b>Amenities Committee</b> – 26<sup>th</sup> July 2023 minutes previously circulated and approved.             <ol style="list-style-type: none"> <li>1.1 Accessibility – update from working Party – Cllr Bingham</li> </ol> </li> <li>2. <b>Community Committee</b> – 28<sup>th</sup> June 2023 minutes previously circulated and approved, Minutes from 4<sup>th</sup> October 2023 to follow.             <ol style="list-style-type: none"> <li>2.1 Vibrant Community Funding – Creative Arts East – update from the Clerk</li> <li>2.2 Remembrance Day – Organising Parade 12<sup>th</sup> November 2023 – Update - Cllr Tuplin to set up a working Party with Cllrs Morgan, Potter, James and Harber.</li> <li>2.3 Spotlight on Sawtry – Friday 20<sup>th</sup> October.</li> <li>2.4 Christmas Carols date confirmed 11<sup>th</sup> December 2023.</li> <li>2.5 Christmas Tree.</li> </ol> </li> <li>3. <b>Finance and General Purposes Committee</b> – 27<sup>th</sup> September 2023 Minutes previously circulated             <ol style="list-style-type: none"> <li>3.1 Consider Preparations for Budget 2024/25.</li> <li>3.2 Approve Sawtry Show S137 £200</li> <li>3.3 Approve Cleaner Full-Term contract, Probation completed.</li> </ol> </li> </ol>

	3.4 Approve Pay Banding. 3.5 NJC Pay Update 2023/24.																																																																																																																													
	4. <b>Planning Committee</b> – 27 <sup>th</sup> September 2023 – Minutes previously circulated.																																																																																																																													
	5. <b>Greenfield Committee</b> – 20 <sup>th</sup> September 2023 – Minutes previously circulated.  5.1 Tender process – Update from the Clerk 5.2 Approve Alcohol License SSLA to apply - 5.3 Fireworks Display – Approve Ticket pricing £4 in advance, £5 on the night for School age group 7 and over, school age group 6 and under will be free.																																																																																																																													
66/23	<b>Finance:</b> To note net summary of accounts as of 31 <sup>st</sup> August 2023 – circulated. September to follow. To note bank reconciliation as of 31 <sup>st</sup> August 2023 – circulated. September to follow. (Gas Bill for Old School Hall £352.97 in credit, awaiting Office gas Bill) Approve Gas and Electric Renewal prices for Old School Hall and office – previously circulated.																																																																																																																													
67/23	<b>To Approve On-line Payments:</b> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:30%;">Payable to</th> <th style="width:30%;">For</th> <th style="width:10%;">Net</th> <th style="width:10%;">VAT</th> <th style="width:10%;">Gross</th> </tr> </thead> <tbody> <tr> <td>Staff</td> <td>Wages/Salaries for 6 people –</td> <td style="text-align:right;">5569.63</td> <td style="text-align:right;">0.00</td> <td style="text-align:right;">5569.63</td> </tr> <tr> <td>HMRC Cumbernauld</td> <td>Tax &amp; NI –</td> <td style="text-align:right;">1676.99</td> <td style="text-align:right;">0.00</td> <td style="text-align:right;">1676.99</td> </tr> <tr> <td>LGSS</td> <td>Pensions –</td> <td style="text-align:right;">1616.52</td> <td style="text-align:right;">0.00</td> <td style="text-align:right;">1616.52</td> </tr> <tr> <td>Barham Electrical</td> <td>Emergency Lighting</td> <td style="text-align:right;">85.00</td> <td style="text-align:right;">17.00</td> <td style="text-align:right;">102.00</td> </tr> <tr> <td>UK Power Networks</td> <td>Street Lighting (K6 Phone box)</td> <td style="text-align:right;">804.00</td> <td style="text-align:right;">160.80</td> <td style="text-align:right;">964.80</td> </tr> <tr> <td>Parishonline Renewal</td> <td>Digital Mapping</td> <td style="text-align:right;">252.00</td> <td style="text-align:right;">50.40</td> <td style="text-align:right;">302.40</td> </tr> <tr> <td>OPUS Energy – Final Bill</td> <td>Greenfield Energy Bill (13 days)</td> <td style="text-align:right;">96.05</td> <td style="text-align:right;">4.80</td> <td style="text-align:right;">100.85</td> </tr> <tr> <td>CAPALC</td> <td>Councillor Training</td> <td style="text-align:right;">525.00</td> <td style="text-align:right;">0.00</td> <td style="text-align:right;">525.00</td> </tr> <tr> <td></td> <td><b>TOTAL</b></td> <td style="text-align:right;"><b>10625.19</b></td> <td style="text-align:right;"><b>233.00</b></td> <td style="text-align:right;"><b>10858.16</b></td> </tr> <tr> <td></td> <td><b>Direct Debit payments</b></td> <td style="text-align:right;">NET</td> <td style="text-align:right;">VAT</td> <td style="text-align:right;">GROSS</td> </tr> <tr> <td></td> <td>HDC</td> <td style="text-align:right;">Rates</td> <td style="text-align:right;">73.50</td> <td style="text-align:right;">0.00</td> <td style="text-align:right;">73.50</td> </tr> <tr> <td></td> <td>ID</td> <td>Mobile phone Contract</td> <td style="text-align:right;">6.00</td> <td style="text-align:right;">0.00</td> <td style="text-align:right;">6.00</td> </tr> <tr> <td></td> <td>Integrity Team</td> <td>Wi Fi in the Hall</td> <td style="text-align:right;">30.00</td> <td style="text-align:right;">6.00</td> <td style="text-align:right;">36.00</td> </tr> <tr> <td></td> <td>GCI Network</td> <td>CCTV contract</td> <td style="text-align:right;">45.00</td> <td style="text-align:right;">9.00</td> <td style="text-align:right;">54.00</td> </tr> <tr> <td></td> <td>British Gas</td> <td>School Hall - Elec</td> <td style="text-align:right;">288.61</td> <td style="text-align:right;">14.43</td> <td style="text-align:right;">303.04</td> </tr> <tr> <td></td> <td>British Gas</td> <td>School Hall - Gas</td> <td style="text-align:right; 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68/23	Date of Next meetings	Planning Committee – 25 <sup>th</sup> October (If required) Amenities Committee – 25 <sup>th</sup> October 2023 Full Council – 8 <sup>th</sup> November 2023 Finance and General Purposes Committee – 22 <sup>nd</sup> November 2023 Greenfield Committee – TBC Staffing Committee – TBC Community Committee – TBC			

Steve Browning  
 Clerk to the Council, RFO and Proper Officer  
 05/10/2023