

Orchard Park Community Council Annual General Meeting

Community Clerk - Mrs V Wood.

Office address:

The Community Centre, Central Avenue, Orchard Park, Cambridge, CB4 2XD.

NOTICE OF MEETING: AGM
TIME: 7.00pm
DATE: Wednesday 10th May 2017
VENUE: The Community Centre, Central Avenue, Orchard Park.

All Councilor's of Orchard Park Community Council Councilors Macaulay (Chair), Nixon (Vice Chair), Oboloje, Meschini, Hosmer, Chan and Jawadwala are hereby summoned to attend a meeting for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

The meeting is open to the public (including press).

Mrs V Wood - Clerk to Orchard Park Community Council
5th May 2017



Quorum 3

Agenda

- CC17/001 Election of Chair and Vice Chair and acceptance papers:**
- i) Election of Chair & Vice Chair
 - ii) Members acceptance to be signed *(time allocation 10 minutes)*
- CC17/002 Apologies for absence.** *(time allocation 2 minutes)*
- CC17/003 To receive declarations of interest:**
- a) Councilors to declare any personal interest in any items on the agenda
 - b) Councilors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation. *(time allocation 2 minutes)*
- CC17/004 Public Participation:** To allow up to 10 minutes for any members of the public and Councilors declaring the existence and nature of a prejudicial interest to address the meeting in relation to the business to be transacted at that meeting. *(time allocation 10 minutes)*
- CC17/005 Minutes:** to agree the minutes of the previous meeting held on 12th April 2017 and note matters arising. *(time allocation 5 minutes)*
- CC17/006 To receive reports from District and County Councillors:**
- i) Cambridgeshire County Council (Cllrs Mike Mason and D Jenkins)
 - ii) South Cambridgeshire District Council (Cllrs C Cross, E Stonham and N Davies) *(time allocation 16 minutes)*

- CC16/007 Community Centre Manager:** To receive a report on Community and Sporting facilities including -
- i) Facilities new business, usage and monitoring:
 - ii) Facilities maintenance needs and contracts:
 - iii) Community groups/issues update: (15 Minutes)
- CC17/008 Community Development:** To include -
- i) Update on forthcoming events.
 - ii) Summer Fiesta update. (5 Minutes)
- (time check 8.05pm)
- CC17/009 Clerks Report:** To receive a report including general correspondence. (10 minutes)
- CC17/010 OPCC Policy's Review:** to include
- i) Consider revised Equal opportunities' policy.
 - ii) Consider proposed implementation on new safeguarding policy.
 - iii) Consider policy's for review next meeting (15 minutes)
- CC17/011 Proposed Sports Facilities Extension:** Receive updates on –
- i) Revised costs and work schedule.
 - ii) Budget and grant funding update. (5 minutes)
- CC17/012 Resource Committee:** to
- i) Note the minutes from the meeting of 5th May 2017 and any matters arising
 - ii) Consider recommendation for the current BCR (5 minutes)
- CC17/013 Finance**
- i) **Payments:** to approve April 2017 payments.
 - ii) **Review end of year figures:** Progress to date. (5 minutes)
- (Members of the public are requested to leave the meeting room before personnel issues can be discussed).*
- CC17/014 Personnel**
- Staffing:** Update on staffing issues, to include –
- i) Update and any further arrangements for staff vacancy.
 - ii) Note any new matters arising. (5 minutes)

Close of meeting 9.00pm

Full Council meetings are normally at 7pm on the second Wednesday of each month.

Public Speaking

The Council welcomes and encourages public attendance at meetings. All agendas have a Public Speaking slot at the start of a meeting where members of the public can ask questions or make statements.

Where questions relate to agenda items the Chair may use their discretion to bring forward that agenda item, or invite the public speaker to speak when the agenda is discussed. However, generally public speaking is limited to the start of the agenda item and not during the discussion by members.

Checklist

This “checklist” appears on council and committee agendas as a reminder of implications to be considered when decisions are made:

What powers will the Council be using when carrying out this decision?

Does the decision have implications for:

Crime and Disorder?

The promotion of racial equality and elimination of discrimination?

Disability discrimination?

Health and Safety – will a risk assessment be needed?

Employment legislation?

Data Protection?

Is Planning Permission needed?