

# Godmanchester Town Council

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Madeline Crampton

Deputy Town Clerk  
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13 April 2018

To: The Town Mayor and Members of Godmanchester Town Council.

You are hereby summoned to attend a Meeting of Godmanchester Town Council in the Town Hall on Thursday 19 April 2018 at 7.30pm for the purpose of transacting the following business. Members of the public and press are cordially invited to attend.

Madeline Crampton  
**TOWN CLERK**

If any member of the public or press intend to record all or part of the meeting, would they please advise the Town Clerk at the start of the meeting.

## AGENDA

To conclude by:

18/053 1 min	TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE	7.31
18/054 2 mins	DECLARATIONS OF INTEREST: To receive declarations of personal and/or prejudicial interest and the nature of those interests relating to any Agenda item.	7.33
18/055 2 mins	MINUTES: To approve as a correct record the minutes of the Town Council meeting held on 15 March 2018.	7.35
18/056 10 mins	PUBLIC PARTICIPATION SESSION: To hear from any member of the public in respect of an item on the agenda and other matters that are of mutual interest	7.45
18/057 5 mins	TOWN MAYOR'S ANNOUNCEMENTS	7.50
18/058 5 mins	OUTSTANDING ACTIONS To receive a report and note progress on outstanding matters	7.55
18/059 5 mins	CORRESPONDENCE: To consider items of correspondence received	8.00
	<b>ENVIRONMENT PORTFOLIO MATTERS</b>	
18/060 10 mins	ENVIRONMENT REPORT: To receive a report and consider recommendations (Cllr Hooker)	8.10
18/061 5 mins	OPEN GARDENS: DONATION OF PICNIC TABLES To receive a report and consider recommendations (Cllr S Wilson)	8.15

18/062 5 mins	BUTTERMEL ACCESS To receive a report and consider recommendations (Cllr Hooker)	8.20
	<b>PLANNING PORTFOLIO MATTERS</b>	
18/063 15 mins	PLANNING: To consider the recommendations of the planning working party in respect of the list of planning applications received. (Cllr S Wilson)	8.35
	<b>PROPERTY PORTFOLIO MATTERS</b>	
18/064 10 mins	PROPERTY REPORT To receive a report and consider recommendations (Cllr Campbell)	8.45
	<b>BUSINESS &amp; FINANCE PORTFOLIO MATTERS</b>	
18/065 10 mins	FINANCIAL AND ACCOUNTS: 17/065.1 To approve the list of payments to be made. 17/065.2 To note receipt of salary information, petty cash reconciliation to 19 April, monthly budget report on the year to date, monthly bank reconciliation as approved by THE MAYOR, and end of year budget report and bank reconciliation. 17/065.3 To note Town Clerk's report on error in pension calculations	8.55
18/066 10 mins	TO RECEIVE A REPORT FROM THE INTERNAL AUDITOR AND REVIEW THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL CONTROL	9.05
18/067 5 mins	TO APPROVE THE ANNUAL GOVERNANCE STATEMENT IN RESPECT OF THE ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2018	9.10
18/068 10 mins	TO CONSIDER THE ACCOUNTING STATEMENTS AND APPROVE THE ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2018 To receive a copy of the end of year accounts and approve the contents	9.20
18/069 15 mins	BUSINESS REPORT To receive a report and consider recommendations (Cllr Underwood)	9.35

**THE ANNUAL TOWN MEETING will take place in the Queen Elizabeth School on Tuesday 1 May 2018 starting at 8pm.**

**Elections will take place for all Town Council seats on Thursday 3 May 2018**

The next Town Council meeting will be the **ANNUAL TOWN COUNCIL MEETING to be held on Thursday 17 May 2018** in the Queen Elizabeth School, starting at 7.30pm.