

GULDEN MORDEN PARISH COUNCIL

NOTICE OF MEETING

**The Annual Meeting of the Parish Council will be held in the Village Hall
on Monday 20 May 2024 at 7.30 pm**

The Public and Press and County and District Councillors are invited to be present and Members of the Parish are welcome to attend and may speak under the Open Public Session item and make representation to the Council on items on the agenda during this section of the meeting

(Please note that public participation shall not exceed 15 minutes and is limited to a max of 5 minutes per person. The Chairman has discretion to restrict the time allowed for each speaker)

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon business to be transacted as set out below

Ben Stoehr

Mr Ben Stoehr, Clerk, 13/05/2024

AGENDA

1. Annual Business

- 1.1 To elect a Chairman and to receive the Chairman's declaration of acceptance of office
- 1.2 To elect a Vice-Chairman
- 1.3 To appoint committees, working groups or any other offices which the Council deems necessary
- 1.4 To appoint representatives on any other organisation or authority

Comments and observations from members of the public and from the County & District Cllrs

2. To receive apologies for absence and declarations of interest

- 2.1 To receive written apologies and reasons for absence
- 2.2 To receive declarations of interests from councillors on items on the agenda
- 2.3 To receive written requests for dispensations (if any) and to grant any requests as appropriate

3. To approve the minutes of the March and April meetings

4. To consider co-option to fill casual vacancy – Michael Chapman, 4 Silver Street, Guilden Morden

5. To consider any resolutions from the Annual Parish Meeting

- 5.1 To consider whether to make applications under the 20 mph, LHI or PFHI schemes and consider the associated costs including signage

6. Matters arising from last or previous meetings carried forward for discussion/decision

- 6.1 (7.2) Request for wheelchair ramp at Village Hall – update^(KL)
- 6.2 (open) Request for hybrid meeting to allow public to attend remotely.

7. Financial, procedural and risk assessment matters

- 7.1 To receive the financial report and approve the payment of bills
- 7.2 Risk assessments including play inspections and tree reports
- 7.3 To note actions taken under Clerk's delegated powers
- 7.4 To consider the RoSPA report
- 7.5 To carry out a review of the effectiveness of the system of internal control that has been in place during the year under review (between 1st April 2023 and 31 March 2024)
- 7.6 To consider the Internal Auditor's report
- 7.7 To prepare the Annual Governance Statement (Section 1 of the Annual Return)
- 7.8 To approve the Annual Governance Statement by resolution
- 7.9 To consider the Accounting Statements (Section 2 of the Annual Return)
- 7.10 To approve the Accounting Statements by resolution
- 7.11 To ensure that the Accounting Statements are signed and dated by the person presiding at the meeting
- 7.12 Annual Reviews
 - 7.12.1 Standing Orders, Financial Regulations, Risk Assessment and other policies review
 - 7.12.2 Assets, Insurance policy and fidelity guarantee review
- 7.13 Grass Cutting – cancellation of contract by contractor

8. Members, Working Groups items for discussion and decision

- 8.1 To consider making a request to CCC Highways department for a "No Through Road" sign to be fixed at the entrance to Silver Street^(KL)
- 8.2 Proposal that the Parish Council considers whether or not to object to the proposed upgrade of the mast on St Mary's Church from 4G to 5G^(KL)

GUILDEN MORDEN PARISH COUNCIL

9. To consider correspondence/communications received

- 9.1 Guilden Morden Village Hall – fire risk assessment and request for installation of a fire alarm system
- 9.2 Resident – Maintenance of footpaths
- 9.3 Resident – Parking issues and request that the Parish Council considers a new car park
- 9.4 St Mary’s Church – request to hire Recreation Ground or Craft on 13 or 20 July
- 9.5 Guilden Swifts Grant application
- 9.6 POS Land transfer Thompsons Meadow – SCDC inspection of land before transfer

10. To consider planning and tree works applications and decision notices received since the last meeting

- 10.1 Planning applications received ^(NB)
 - 10.1.1 22/03898/CONDC – Land to the east of 13 Trap Road – Submission of details required by conditions 6 (Archaeology) and 23 (Biodiversity net gain) of planning permission 22/03898/FUL
- 10.2 SCDC Decisions and appeal notifications
- 10.3 Tree works applications
 - 10.3.1 24/0498/TTCA – 10 Church Street

11. Gamut Items – to decide what is to be included in the next edition

12. Items for the next agenda and closure of meeting

GULDEN MORDEN PARISH COUNCIL
Clerk Report to the Parish Council meeting on 20 May 2024

1. Annual Business:

1.1 To elect a Chairman

Chairman to open the meeting and to invite nominations (Vice-Chair in Chairman's absence). Any nominations need to be proposed and seconded and voted upon. The Chairman to sign the declaration of acceptance of office in front of Clerk. The Chairman also to sign the bound book as Chairman.

1.2 To elect a Vice-Chairman

Nominations should be invited and any proposals must be seconded and voted upon.

1.3 To appoint committees, working groups or any other offices which the Council deems necessary

At the last Annual Meeting it was resolved that no committees were required.

Member responsibilities:

Extract from the Parish Council's Annual Report 2024:

Website	Cllr Davis Roach
Allotments/Craft	Cllr Newman assisted by Ray Thompson
Affordable Housing	Cllr Frost
Play Inspection	Cllr Frost
Police liaison and Neighbourhood Watch	Cllr Davis Roach
School Liaison Officer	Cllr Davis Roach and Cllr Frost
Burial Grounds	Cllr Dellar
Environment Agency & Anglian Water Liaison	Cllr Lock
Finance	Cllr Frost
Planning	Cllr Baxter
Recreation Grounds (includes Thompsons Meadow)	Cllr Dellar assisted by Cllr Frost
Speedwatch	Co-ordinator - vacant
Speedwatch Liaison	Cllr Lock
Transport & Transport Information	Cllr Dellar
Welfare Matters /Warden Scheme	Geoff Harper
Highways	Cllr Chapman
Footpaths (P3)	Cllr Newman
Gamut articles	Cllr Davis Roach
Tree Monitoring	
Recreation Ground	Cllr Dellar & Cllr Frost
Cemetery and New Road	Cllr Dellar & Cllr Newman
Trap Road	Cllr Dellar
The Craft	Cllr Newman
Pound Green, Dubbs Knoll Rd	Cllr Frost
Ashwell Road	Cllr Newman
Buxton's Lane, Ruddery Pit & The Vineyard	Cllr Baxter
Potton Road	Cllr Frost

- 1.4 To appoint representatives on any other organisation or authority
Last year's appointments below:
Mobile Warden Scheme – Geoff Harper
Village Hall – Cllr Frost
Townlands Charity – Cllr Frost
Liaison with ZCM Working Group – Cllr Lock
2. Apologies
3. **To approve the minutes of the March and April meetings - attached**
4. **Co-option to fill casual vacancy – Michael Chapman, 4 Silver Street, Guilden Morden**
Attached.
5. **To consider any resolutions from the Annual Parish Meeting**
- 5.1 (10.1) To consider whether to make applications under the 20 mph, LHI or PFHI schemes and consider the associated costs including signage
6. **Matters Arising**
- 6.1 To consider quotation for chain link fencing if received
- 6.2 (7.2) Request for wheelchair ramp at Village Hall – update
7. **Financial, procedural and risk assessment matters**
- 7.1 To receive the financial report and approve the payment of bills – attached.
- 7.2 Risk assessments including play inspections and tree reports
All Councillors are requested to submit their reports to the meeting.
- 7.3 To note actions taken under Clerk's delegated powers
None at the time of writing.
- 7.4 To consider the RoSPA report
Attached.
- 7.5 To carry out a review of the effectiveness of the system of internal control that has been in place during the year under review (between 1st April 2023 and 31 March 2024)
- 7.6 To consider the Internal Auditor's report – Audit due to take place later in the month
- 7.7 To prepare the Annual Governance Statement (Section 1 of the Annual Return) - Attached
- 7.8 To approve the Annual Governance Statement by resolution
- 7.9 To consider the Accounting Statements (Section 2 of the Annual Return) - Attached
- 7.10 To approve the Accounting Statements by resolution
- 7.11 To ensure that the Accounting Statements are signed and dated by the person presiding at the meeting
- 7.12 Annual Reviews
- 7.12.1 Standing Orders, Financial Regulations, Risk Assessment and other policies review
- 7.12.2 Assets, Insurance policy and fidelity guarantee review
- 7.13 Grass Cutting
The Council's Grasscutting contractor has given 1 months notice of termination of the contract. The Clerk has approached other local contractors to obtain prices to carry out the maintenance for the remainder of the season.
The maintenance contract will be put out to tender at the end of the season.
8. **Members' items**
- 8.1 To consider making a request to CCC Highways department for a "No Through Road" sign to be fixed at the entrance to Silver Street
Cllr Lock writes:
"I've been asked by a parishioner to consider making a request to CCC Highways department for a "No Through Road" sign to be fixed at the entrance to Silver Street. The road is very narrow and turning difficult."

8.2 Proposal that the Parish Council considers whether or not to object to the proposed upgrade of the mast on St Mary's Church from 4G to 5G

The Chairman to report.

The following emails of objection sent by residents to the Ely Diocese have been received:

Resident 1

"Following my conversation with Mike Birrell last Thursday, I've attached a copy of my email to The Bishop of Ely's Registry in Westminster, objecting to the upgrading of the mast at St Mary's from 4G to 5G.

I'm aware that there are several members of the PCC who were not members when the original installation of the 4G antennae took place. I expressed concern at the time about the potential health risks of radiation, but members voted to accept the installation and forthcoming funding. St Peter & St Paul in Steeple Morden declined the 4G mast because of local objections on the grounds of risks to health. Ashwell has recently been successful in objecting to planning permission for a 5G mast in their village.

With the deadline for objections today, there's been very little time to make parishioners aware of the 5G proposals. I'm not an expert in any way, but from the articles and papers I've read, there is real cause for concern, there are risks for substantial adverse health effects from 4/5G, especially for children. Should these occur even for a 4G installation, has your insurance company confirmed in writing that it will cover personal liability in the event of a health claim, as well as any damage caused (fires have occurred) by 4G equipment to the fabric of the building? There's also the issue of 'Justification of Need'. What reason have Net provided for the upgrade?

I would welcome an opportunity for a full and open debate on the upgrade and given that a 5G signal will travel to all parts of the village (5G travels further and doesn't drop off like 4G) all parishioners should be offered more information and notice. I appreciate the dangers of 4/5G may be a surprise to you because it's not well publicised, quite the opposite. But I hope you now have the opportunity to investigate and reconsider your decision to accept the upgrade."

Ashwell 5G mast Planning Objections - comments

<https://pa2.north-herts.gov.uk/online-applications/applicationDetails.do?activeTab=neighbourComments&keyVal=QWCKY4LKMYJ00&neighbourCommentsPager.page=1>

Information regarding the risks of 5G are not promoted in the UK but there's a wealth of UK, European and global scientific studies warning about the dangers. For ease, I've listed a few below:

<https://actionagainst5g.org/legal-case/>

<https://actionagainst5g.org/wp-content/uploads/2020/05/20.05.2020-Letter-before-action.pdf>

<https://actionagainst5g.org/wp-content/uploads/2020/05/Prof-Tom-Butler-Submission-on-5G.pdf>

<https://actionagainst5g.org/case-updates/application-to-the-european-court-of-human-rights/>

<https://phiremedical.org/wp-content/uploads/2020/11/2020-Non-Ionising-Radiation-Consensus-Statement.pdf>

<https://ehtrust.org>

<https://jech.bmj.com/content/75/6/562.full?ijkey=GCK7F51Chz7Wz6o&keytype=ref#ref-6>

<https://ehjournal.biomedcentral.com/articles/10.1186/s12940-022-00900-9>

Resident 2

“I wanted you to be aware that we have sent an email objecting to the proposed 5G upgrade at the church, and have asked that they liaise with the parish council to bring it to the attention of the rest of the village.”

“Objection to the proposed 5G upgrade of Telefonica telecoms infrastructure at St Mary's church, Guilden Morden

We wish to object to the proposed upgrade of the Telefonica telecommunications equipment in the bell tower of St Mary's Church in the village of Guilden Morden.

We became aware of this proposal over the bank holiday weekend, so there was insufficient time to send a letter. My family live next door to St Mary's so it was very disappointing that nobody informed us formally, but chose instead to post the notice inside of the church.

What is more upsetting is that my wife and I have invested considerable personal time over the last 20 years as part of the St Mary's church restoration committee, raising thousands through many events over the years, along with being one of the volunteers that climb the bell tower every 30 hours to wind the church clock, and volunteer to cut the church lawn a couple of times a year.

We have been aware for some time of health concerns associated with 5G. I've noted below the key issues and provided linked references to the wealth of detailed scientific evidence and research.

There is mounting scientific evidence that 5G will substantially increase exposure to radiofrequency electromagnetic fields (RF-EMF), which has been proven to be harmful for humans and the environment.

Radiofrequency radiation (RFR) can cause serious biological effects, including cancer, nervous system and fertility disruption, with children being more vulnerable as are the elderly, pregnant and infirm. Animals and plants can also be affected by RFR induced biological damage.

The UK population has generally not been made aware of the many peer-reviewed published scientific papers demonstrating biological damage at non-thermal levels and astonishingly, no safety limits are being used to protect against non-thermal effects in the UK. As a result, it is not possible for the public to give informed consent, which means exposure to 5G is a potential breach of human rights and the Nuremberg Code. (www.5gappeal.eu [1]).

A legal challenge to the UK Government for a Judicial Review into the current guidance on 5G is in progress through the European Court of Human Rights, highlighting risks to health and life associated with RFR. The claim states the defendants are failing to take into account the evidence showing a high risk to human health from 5G. <https://actionagainst5g.org> [2]

The argument that the installation at St Mary's will be within the guidelines of the ICNIRP has been judged inadequate in many scientific papers including some found here - <https://ehtrust.org> [3] ‘_25 years of extensive research on RFR demonstrates that the assumptions underlying the FCC's and ICNIRP's exposure limits are invalid and continue to present a public health harm.’

Further reference regarding the serious health impacts of radiation, RFR, EMF's and 5G below:

<https://phiremedical.org> [4]

<https://www.saferemr.com> [5]

Many insurance companies classify 5G as 'high' emerging risk and are concerned that potential claims for health impairment may come with a long latency. I understand that because of published scientific evidence, telecommunication manufacturers do not cover electromagnetic fields (EMF) and have very clear "electromagnetic field exclusions".

Can you confirm whether Net Coverage Solutions Ltd, the Diocese of Ely or the Parochial Church Council (or individual members) of St Mary's have insurance cover against personal claims for health damages from radiofrequency radiation?

The local villages of Steeple Morden and Ashwell have successfully defended planning applications for 5G masts. One of the benefits of village life is not to be surrounded by electromagnetic pollution. The antennae in St Mary's may be hidden behind louvre panels but the unknown health risks of 5G radio-frequency radiation (RFR) and electromagnetic fields (EMFs) will impact on us all. Guilden Morden is already well served with connected technology through fibre optic networks and the current 4G transmission.

Based on the evidence I've stated above and the risks posed to human health, I hope you will agree that the upgrading of the antennae in the tower to an increased level of 5G electromagnetic radiation, would be wholly inappropriate and irresponsible.

I look forward to hearing a timetable from you where this can be discussed openly at a Guilden Morden parish meeting."

Links:

[1] <http://www.5gappeal.eu/>

[2] <https://actionagainst5g.org/>

[3] <https://ehtrust.org/>

[4] <https://phiremedical.org/>

[5] <https://www.saferemr.com/2016/06/index.html>

[6] <https://aka.ms/o0ukef>

9. To consider correspondence/communications received

9.1 Guilden Morden Village Hall – fire risk assessment and request for installation of a fire alarm system

Letter from Village Hall Chairman and Fire Risk Assessment report undertaken by the Guilden Morden Village Hall Committee attached.

9.2 Resident – Maintenance of footpaths

Attached.

9.3 Resident – Parking issues and request that the Parish Council considers a new car park

Attached.

9.4 St Mary's Church – request to hire Recreation Ground or Craft on 13 or 20 July

"My name is Fiona Davis, and I am a Licensed Lay Minister for the Shingay group of Churches. Ken Lock recommended that I contacted you, regarding trying to find a place for St Mary's Church to hold an outdoor service in July, known as an **Animal Blessing Service**.

Rev Ann Bol and myself have been discussing this for a while, and we would really like to offer villagers a chance to bring their animals along for a little celebration and blessing in an open-air venue. Initially, I spoke to Ken about the Craft, but he suggested that the Rec might be easier and quicker to confirm.

The dates we are considering are either the 13th or the 20th of July, but if neither of those dates are possible, perhaps the 6th? We would be looking to have the service at 2 pm, and we would probably only need about half the size of a football pitch, if that. We would like to allow room for

animals not to be too close together! One thing we would absolutely guarantee is that we would clean up any messes left by dogs (or donkeys or sheep!) after the event.

Would it be possible for you to put this proposal to the Parish Council at your meeting on the 20th May? If they are agreeable, I would be grateful to know the cost of hiring either of these outdoor venues. In addition, we were wondering if it might be possible to also have access to the Village Hall in order to use the toilets, and what cost would be involved in this. We can, of course, allow people to use the toilet inside the church as well, but there is only one.

We are very grateful to the Parish Council for considering this for us. We hope it will be another opportunity for the community to come together – they certainly love their pets!”

9.5 Guilden Swifts Grant application

You may have seen some of my posts on the village Facebook page re
> Guilden swifts. The swifts have now returned to the village which is
> always heartening. However, nationally our swifts are not doing well.
> As with all these declines, the causes are complex and not fully
> understood but part of the problem is that in making our houses snug
> and warm for us, the nooks and crannies that swifts have used to nest
> in, have been filled in. One way to compensate for this is to install
> swift boxes which can be fixed to walls so that swifts have somewhere
> to nest. The boxes cost approximately £30 and Stephen Thompson, aka
> Conservation Buddha , has kindly volunteered to make as many as we
> need.
>
> My request to the Parish Council that they should support this
> initiative as part Zero Carbon Mordens . As I’m sure you are aware,
> the biodiversity crisis is intimately bound up with the climate crisis
> so anyone can do to mitigate one will also be contributing to helping
> the other.
>
> I have generated some interest with my Facebook posts and I’m hoping
> to have some firm orders in the near future. I’m also planning to put
> some info in Gamut and produce a flier for public spaces in the village.
> Initially, I’m thinking 10 will be enough for this year but I hope to
> expand this subsequently. In the first instance I’m looking for a
> grant of £500 to fund the boxes and if need be, pay for installation.
> They need to go quite high, ideally under the eaves so they are
> sheltered from the elements. I’m hoping to find volunteers to do this
> but may have to pay.
>
> Although the swifts are back, it’s not too late to install boxes for
> this year. In Bassingbourn, they have had breeding pairs in new boxes
> as late as June.
>
> I’m planning on surveying our swifts later this month and it would be
> good to get some boxes up soon. I appreciate that it’s short notice
> but would be great to have some funding in place for this year.
>
> Hoping this application will meet with your approval,
>
> Best wishes, Phil Porter

9.6 POS Land transfer Thompsons Meadow – SCDC inspection of land before transfer

I am writing with reference to section 106 agreement dated 11 October 2017 attached to planning permission S/3077/16/OL.

The s106 agreement requires the owner to make an offer of transfer of the on-site open space to the Parish Council. I have been advised by Glen Eaton (Peter David Homes) that an offer has been made and the Parish Council have accepted the offer.

Peter David Homes have confirmed to me the on-site open space is now complete. Therefore, I have instructed our Landscape Team to undertake an inspection of the on-site open space to confirm that it has been delivered as per the approved plans and to the satisfaction of the District Council. I have asked the Landscape Team to invite a representative of the Parish Council along to the inspection. Please note it may be a few weeks as the team are extremely busy.

For ease I have attached a copy of the s106 agreement, please refer to Schedule 7 which details the covenants relating to the delivery of on-site open space.

Kind regards

Theresa

Theresa Roberts | S106 Monitoring Officer

10. **Planning**

The Parish Council's may choose its own wording to show whether it agrees with an application or not and can now both support/approve or object/ refuse etc parts of the same application Plus add it material planning reasons why the Council take this stance via its comments.

The Parish Council *does/does not** request that the application be referred to the District Council Planning Committee *(please delete)

Material planning reasons:

10.1 Planning applications received

10.1.1 22/03898/CONDC – Land to the east of 13 Trap Road – Submission of details required by conditions 6 (Archaeology) and 23 (Biodiversity net gain) of planning permission 22/03898/FUL

10.2 SCDC Decision notices - Are available on the Planning Portal.

10.2.1 24/00537/HFUL – 18 Trap Road – Form a new vehicular access to the property with dropped kerb - Permission granted by SCDC.

10.2.2 23/02442/FUL – Cold Harbour Farm, The Hay Barn, Ashwell Road – Replace existing hay barn with 2 no. dwellings, use of farm track to provide construction and delivery access and retention thereafter as a drive and associated landscaping – Permission granted by SCDC.

10.3 Tree works applications

10.3.1 24/0496/TTCA – 10 Church Street

11. **Gamut items**

12. **Items for the next agenda and closure of meeting**

GULDEN MORDEN PARISH COUNCIL

Minutes of the Meeting of the Parish Council held in the Village Hall

Monday 15th April 2024 at 7.00pm

Present: Cllr. K.Lock (Chairman), Cllrs. G. Dellar, N.Baxter, M.Chapman, T. Frost and R. Newman

1. To receive apologies for absence and declarations of interest.

1.1 There were no apologies for absence. It was noted that Cllr. J. Davis Roach had been granted a leave of absence.

1.2 There were no declarations of interest from councillors.

1.3 There were no applications for dispensation.

2. To consider planning and tree work applications and decision notices received since the last meeting

2.1 Planning applications received

2.1.1. 24/01005/HFUL I-2 Swan Lane-New front porch and single storey rear extension.

Prop. NBa Sec. TF, unanimous

Supported

2.1.2. 24/01006/LBC As above, listed building application

Noted

2.2 SCDC Decisions and appeal notifications and applications for information only. 2.2.1

20/03801/CONDB-Barn1 on land north of 23 Pound Green-Submission of details required by conditions 3 (surface and foul water) and 17 (lighting) of planning permission

20/03801/FUL- Condition discharged in full. 2.2.2 23/04728/FUL- Willow Barn, Pound Green-Erection of a replacement structure to provide 1 No.new detached dwelling- Permission granted by SCDC.

2.2.3 22/23/04635/FUL 39 New Road-Temporary change of use of dwelling house (Class C3) to religious meeting hall (Class F1) -Permission granted by SCDC

2.3 Tree works applications

2.3.1 24/0360/TTPO-12 Church Street **Supported**

3. Closure of meeting

The meeting closed at 7.08pm

Signed-----

Dated-----

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DRAFT

Gamlingay Division Councillors Report – South Cambridgeshire District Council & Cambridgeshire County Council – May 2024

The Gamlingay Division comprises the Parishes of Abington Pigotts, Arrington, Barrington, Croydon, Gamlingay, Guilden Morden, Litlington, Hatley, Orwell, Shingay-cum-Wendy, Steeple Morden, Tadlow & Wimpole. This report is for all Division Parish Councils but please be aware that it will include items that may have little or no relevance to your particular Parish. Apologies in advance!

Your Councillors are always ready to help. Please do not hesitate to contact County Councillor Sebastian Kindersley on 01767 651982 or skindersley@hotmail.com or write to the Manor Barn, East Hatley, SG19 3JA District Councillor Bridget Smith (Gamlingay Ward, SCDC) is on 07729 836449 or Cllr.BridgetSmith@scambs.gov.uk and District Councillor Aidan van de Weyer (Barrington, Orwell, the Eversdens & Wimpole SCDC Ward) can be called on 01223 870 869 or email him aidan@mishmush.com Cllr Susan van de Ven represents Litlington on South Cambs – 07905 325574 or susanvandeven5@gmail.com. You can also follow your councillors on Twitter: [@Cllrbridget](https://twitter.com/Cllrbridget), [@SebKindersley](https://twitter.com/SebKindersley), [@aidanvdew](https://twitter.com/aidanvdew), [@susanvandeven](https://twitter.com/susanvandeven)

Gamlingay First School Site

The annual Parish Meeting heard a presentation from County Council officers about the plans for the First School site. You will remember that the Department of Education (DOE) has agreed to fund, plan and build a new Special School on site. Planning officers are currently considering the demolition plans for the modern extensions of the school as well as protection of the listed building which is likely to come forward for residential use. Three Academy Trusts have bid to take on the school; and we expect an announcement during the summer (although potentially not before October!) with a planning application shortly thereafter. The Montessori, Scouts, footballers and others who use the site will be unaffected except for a small reduction in the outside space at the Montessori.

Do you vape?

Vape recycling has been introduced at Cambridgeshire's Household Recycling Centres with new bins that offer a safe and environmentally friendly way for you to dispose of single use and reusable vapes. Disposable vapes contain lithium-ion batteries which can catch fire if damaged. Three million vapes are currently thrown away each week across the UK, and research by Material Focus shows that electrical items including vapes disposed of in the wrong bin cause more than 600 fires in refuse collection vehicles and at waste sites every year.

Cambridge 2050

Michael Gove announced his plans for 'Cambridge 2040' in July 2023. Since then, we have had little clarity from the government. The figure of 250,000 homes has been revised down to 150,000 homes and 2040 has been pushed back to 2050. In March 2024 a 'development company' was announced, which will direct a lot of the initial work. South Cambs had hoped that as the local planning authority it would have a seat on the board of this to try and direct the new development. Unfortunately, local authorities will only sit on an advisory council alongside businesses and industry partners, meaning no vote nor decision-making powers. There is a lot we still don't know about Cambridge 2050, and we will keep you informed as we learn more. We are clear about the importance of having local voices involved in local planning decisions, as well as the need for new transport, new schools and new health services; as well as the issue of the environment and water scarcity. This is why we have seen movement from the government to help us unlock developments such as at Bourn Airfield, Waterbeach and the Cancer Research Hospital. This has been a good first few steps but significantly more work on water scarcity will be needed to realise the scale of growth within our own local plan let alone Michael Gove's plans.

It is perfectly obvious that Michael Gove's plans are going to involve Green Belt release and it is disappointing that 6 months on from the original announcement that we know no more about what sites the government has its eye on. What we do know is that the bulk of the proposed development will be close to Cambridge but that there may be additional growth supported by the government outside of the City and it is not unreasonable to assume that Tempsford might be one of these due to its critical location at the intersection of the A14, A1, London Peterborough Rail and the future East West Rail link. The big worry is that the government's ambition for housing growth could undermine our own, evidence led local plan if it supports sites that we have, for very good reason, rejected as unsuitable for development. The Council has already supported small releases of green belt land around Addenbrookes to allow for development of the bio medical campus because that is nationally significant and justifiable. The chances of us knowing much more this side of a general election are thin.

Affordable Housing

South Cambs is working hard to ensure that housing is truly affordable for all - essential to giving residents the freedom to live their life how they want. We recognise that everyone deserves a high-quality, safe, and affordable place to live and our plans are ambitious and will make sure that the South Cambridgeshire continues to be a leader when it comes to building homes.

We have a proven track record of delivery - delivering more and more affordable housing (more than the city each year) since we've taken control of the administration.

There have been over 1000 housing completions every year in South Cambs since 2018, up to 1,500 completions in the most recent year we have data for (2022/23). Each year (except for a slight dip in 2020) we have increased the number of affordable homes being built in the district.

This is part of our work to address the skyrocketing house prices at the root cause of the problem. We are working to ensure housing across the district is built to the highest possible standards of energy efficiency and are working to bring existing housing up to scratch. This will help our residents who are facing rising energy costs and is part of our work to combat the devastating impacts of climate change. It has been brilliant to see new 'council' houses in Gamlingay as well as Barrington.

Zero Carbon Communities Grant

This South Cambs District Council grant aims to empower community groups and parish councils to take local action on climate change. Applications are once again invited for projects under two themes: reducing carbon emissions or locking up carbon, and community engagement around climate change. Grants of between £2,000 and £15,000 are available to parish councils and community groups in South Cambridgeshire, with a total pot of £125,000 available.

Projects funded previously have included community building retrofits, food waste and climate-friendly cooking education, and e-bike rental schemes. You can find more past projects, case studies and the application form on the SCDC website: [Zero Carbon Communities Grant - South Cambs District Council \(scams.gov.uk\)](#)

All applicants should review the updated application guidance and information documents. Please note especially, all solar PV projects are now asked to have received 3 quotes. Any questions, please contact zcc@scams.gov.uk for support. Applications close Sunday 2 June at 5pm.

Funding for councils to introduce weekly food waste collections

In March the Department for Environment, Food and Rural Affairs announced that councils in England will be supported with up to £295 million in government funding to introduce weekly food waste collections by 31 March 2026. The funding will cover new food waste containers for homes and specialist collection vehicles, targeted at councils that have yet to fully put food waste service in place. We are waiting to hear details for South Cambs.

Home Adaptations

Last year the Cambridgeshire Home Improvement Agency helped more than a hundred households in South Cambs, including Gamlingay, access grants such as Disabled Facilities Grants and Special Purpose Grants to undertake adaptations and repairs in their homes. Please feel free to get in touch with manager Frances Swann at frances.swann@cambshia.org or at 01954 713456 to know more.

Primary School place allocations

The proportion of Cambridgeshire children offered a place at their first choice primary school this September has risen again. A total of 95.9 per cent will be going to their preferred school – up from 94.8 per cent last year and the highest percentage since 2021. This year saw a slight fall in the total number of applications for a primary school place – from 6457 in 2023 to 6418 this year.

East West Rail

There is talk of EWR setting up a number of groups to create “Local Opportunity Plans’ around the new stations, including Cambourne. We think these will be mini business cases for the wider benefits of the stations. We intend to set up local groups of those who could be affected in order to ensure that parish councils and residents have all the information they need and every opportunity to make their own views known.

4 Day Week

The 12 month trial of the desk based staff has now completed and the data is being independently analysed. Once this is complete a report will be prepared for Full Council to discuss. As previously reported we are not able to conduct any consultation until such time as we know what, if anything, the government intend to do to disincentivise the 4 day week model in local government.

Fly Tipping

South Cambs has employed 2 more environmental crime officers to help with fly tipping. Even though we are not seeing an increase in fly tipping it is a real blight on the countryside. We always prosecute when we have evidence of who is responsible. If you see any suspicious behaviour from anyone looking as if they might be fly tipping please do note their car or van registration number and report it to the police or the council straight away. Also, always check that you are using legitimate licensed people to dispose of your waste or ask the council to dispose of it for you.

New Cancer Hospital

South Cambs and Cambridge City have approved a planning application for a new cancer hospital to be built on the Addenbrookes site. This was not an easy decision due to objections from the Environment Agency about the water supply but the committee judged the benefits to outweigh those concerns but did insist that a robust plan be put in place to mitigate for the water requirement as the new facility is built and once it is up and running.

Local Government Finance

The recent survey by an organisation supporting local government highlights that 51% of councils say that if nothing changes, in terms of central government funding, within the next 5 years they are likely to issue s114 notices - which essentially means they can't balance their books and are bankrupt. Only 4% (down from 14% last year) of councils say they have confidence in their funding. 77% of councils used reserves last year and 16% will not be able to deliver all the statutory services this coming year. 19 Councils received emergency financial support from government including 3 unitary councils, 2 of which were forced to become unitaries by government because of their financial circumstances.

Joint Air Quality Strategy

South Cambs and Cambridge City are on the verge of adopting a joint Air Quality Strategy. The policy went out to consultation earlier this year.

Preparing for adulthood

Young adults across Cambridgeshire with Special Educational Needs and Disabilities (SEND), have helped design an event called Preparing for Adulthood, for 14 to 25-year-olds with SEND, as well as professionals, parents, and carers. The event will be an annual one, providing information and resources to empower young adults with SEND and their families and carers. Highlights include information sessions on job coaching advice, mental health and wellbeing, networking opportunities, and accessible information, as well as a range of fun activities.

Peat roads £5M programme under way

In February this year, the County Council's joint administration voted to invest £43 million in repairs to Cambridgeshire's roads in the next two years—the biggest investment in over a decade. This includes £5 million specifically to deal with the worst of our 'soil affected roads'—peat and clay based roads which are deteriorating much more quickly than they used to. In the longer term, however, the County Council will need around £300 million to fully solve these problem roads—which means national investment and support from Cambridgeshire's MPs to get it.

Gulleys found!

The joint administration of the County Council continues to turn round the disastrous state of highways and this includes gulleys - a report to the council's Highways & Transport Committee on 30 April said, "through regular review of the road network, there [have] been a further 1,855 gulleys added to the programme which had not been previously plotted on the system" - quite a lot of which are in the Gamlingay Division.

Social Value Fund and Community Fund

The National Highways A428 Black Cat to Caxton Gibbet improvement scheme is once again accepting applications to its Social Value Fund (£1.7m) and Community Fund (£250,000). The two funds are open to non-for-profit groups or organisations in Bedfordshire and Cambridgeshire, including but not limited to local schools, charities, community groups, and environment groups. National Highways want to use this fund to maximise the wider benefits of the project for local communities, the environment, and the local economy.

<https://nationalhighways.co.uk/our-roads/a428-black-cat-to-caxton-gibbet/social-value-fund-and-community-fund/>

Ancient Tree Inventory

We are encouraging Parish Councils and residents to take part in the Woodland Trust's Ancient Tree Inventory. Old trees are extraordinary. Some of them have lived for thousands of years, linking us with our history and culture. And they have astonishing ecological value too, supporting thousands of species. When it comes to these special trees, the UK is immensely important. We have a phenomenal number of ancient and veteran trees compared with the rest of Europe. There are thousands all across the UK, from the oldest churchyard yews to lone oaks standing in a field. They need protecting and caring for, but first the Woodland Trust need to find out where they are. [You can read a guide to old trees and add a tree to the list if you have one in your patch.](#)

Your Councillors are here to help you. Please do feel free to contact us with comments, questions, problems or complaints. We hope we can help but if we can't we are likely to know someone who can! *****

Do you hold any paid office or employment under this authority	Yes	No
Have you been a person adjudged bankrupt	Yes	No
Have you, within five years before the day of co-option, been convicted of any offence or had passed on you a sentence of imprisonment for a period of not less than 3 months (whether suspended or not) without option of a fine	Yes	No

Background Information

Continue on a separate sheet if required

Please detail any experience you have that may be relevant to the Parish Council:
I have lived in Guilden Morden for over 25 years and strongly believe in supporting the village/villagers much as possible.

My skills include communications and marketing and in my career I was Creative Services Director responsible for client liaison, project management through to the final printed material. I set up my own design and marketing agency in 2009 which ran very successfully until my retirement in 2019. One area of knowledge I have is website design. I'm also a semi-professional photographer, also fairly good at DIY and have put in many hours in at the Three Tuns Pub helping with it's renovation. I'm now a committee member of the Guilden Morden Community Pub Ltd (GMCP).

I'm currently the Chairman of the Village Hall Committee and have been since 2018. I will be stepping down from this roll in May this year. I think six years is enough in this roll and now needs new blood.

Please state why you wish to be a Parish Councillor:

I know I can bring a different, possibly fresh, perspective to the Guilden Morden Parish Council. I will say now that I say what I mean and do not mince my words. I do not believe in beating about the bush. Love that or hate it.

GILDEN MORDEN PARISH COUNCIL FINANCIAL STATEMENT

May-24

Summary of Month

£

Balance brought forward

140,736.51

Adjustments/Corrections

PARISH ONLINE	WEBSITE MAPPING	120.00
BUCHANS	ADJUSTMENT	435.14

Expenditure approved at last/between meetings

OPUS ENERGY	STREETLIGHTING ENERGY	-118.12
R NEWMAN	EXPENSES NOTICEBOARD	-53.60
UNITY TRUST	SERVICE CHARGE	-18.00
OPUS ENERGY	STREETLIGHTING ENERGY	-123.47

Receipts

PLOT P25	MEMORIAL FEE	72.00
PLOT G23	MEMORIAL FEE	88.00
FLOODLIGHT TRUST	FUNDRAISING	85.00
BARCLAYS	BANK INTEREST	35.55
BARCLAYS	BANK INTEREST	45.78
BARCLAYS	BANK INTEREST	59.66
BARCLAYS	BANK INTEREST	64.29
PLOT Y22	MEMORIAL FEE	167.00
PLOT	INTERMENT FEE	380.00
SCDC	PRECEPT	25000.00

Total Adjustments 26239.23

Balance revised after adjustments **166975.74**

Bank Reconciliation

Account	Funds	Statement	Outstanding
Unity Trust Bank Current Acc	68,308.08	68308.08	0.00
Unity Trust Bank Savings	0.00	0.00	
Barclays Business Premium Accour	17,256.71	17256.71	
Cambridge & Counties Account	81,410.95	81410.95	
Total	166,975.74	166,975.74	0.00

Expenditure for approval at meeting

£

SALARIES		764.90
GM VILLAGE HALL	DEFIBRILLATOR ELECTRICITY	61.00
LGS SERVICES	ADMIN SUPPORT MARCH	914.36
LGS SERVICES	ADMIN SUPPORT APRIL	971.08
LGS SERVICES	PAYROLL FY24	79.20
TOWN & COUNTRY TREE	REC GROUND TREE WORKS	648.00
GLASDON	TOPSY BIN	153.82
SCDC	BURIAL GROUND CHARGE	394.21
GM VILLAGE HALL	MEETING ROOM HIRE	132.00
NPS FENCING	PLAY AREA FENCE REPAIR	360.00
BUCHANS	GRASSCUTTING	431.18
CAPALC	AFFILIATION FEE	417.16

Total 5326.91

Balance C/F **161,648.83**

Ben Stoehr
Responsible Financial Officer

Notes:

Late invoices will be brought to the meeting

Buchans invoice no 3504 the net amount was paid at bank, outstanding balance of £435.14 to be paid.

Annual Governance and Accountability Return 2023/24 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2023/24

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **Annual Internal Audit Report** **must** be completed by the authority's internal auditor.
 - **Sections 1 and 2** **must** be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2024**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2024**. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2024
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2023/24

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2024 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2023/24**, approved and signed, page 4
- **Section 2 - Accounting Statements 2023/24**, approved and signed, page 5

Not later than 30 September 2024 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review. It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2023/24

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments must be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2024.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- **You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chair, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the bank reconciliation is incomplete or variances not **fully** explained then additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2023) equals the balance brought forward in the current year (Box 1 of 2024).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2024**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?		
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', has an explanation been published?		
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?		
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chair of the approval meeting?		
	Has an explanation of significant variations been published where required?		
	Has the bank reconciliation as at 31 March 2024 been reconciled to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.		

**Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Internal Audit Report 2023/24

GULDEN MORDEN PARISH COUNCIL

www.guildenmorden.gov.uk

During the financial year ended 31 March 2024, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2023/24 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.			
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.			
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.			
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.			
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.			
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.			
H. Asset and investments registers were complete and accurate and properly maintained.			
I. Periodic bank account reconciliations were properly carried out during the year.			
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.			
K. If the authority certified itself as exempt from a limited assurance review in 2022/23, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2022/23 AGAR tick "not covered")			
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.			
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2023-24 AGAR period, were public rights in relation to the 2022-23 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).			
N. The authority has complied with the publication requirements for 2022/23 AGAR (see AGAR Page 1 Guidance Notes).			
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

DD/MM/YYYY DD/MM/YYYY DD/MM/YYYY

ENTER NAME OF INTERNAL AUDITOR

Signature of person who carried out the internal audit

SIGNATURE REQUIRED

Date

DD/MM/YYYY

***If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).**

****Note:** If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2023/24

We acknowledge as the members of:

GULDEN MORDEN PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2024, that:

	Agreed		'Yes' means that this authority:	
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>	
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>	
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>	
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>	
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>	
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>	
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>	
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

www.guldenmorden.gov.uk

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2023/24 for

GULDEN MORDEN PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	
1. Balances brought forward	137,317	137,780	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	37,808	38,178	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	13,821	10,670	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	5,245	6,523	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	45,921	38,553	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	137,780	141,552	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	137,780	141,552	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	444,666	445,580	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2024 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

DD/MM/YYYY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Section 3 – External Auditor’s Report and Certificate 2023/24

In respect of

GULDEN MORDEN PARISH COUNCIL

ENTER NAME OF AUTHORITY

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02 as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2024; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2023/24

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2023/24

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2024.

*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YYYY

GUILDEN MORDEN PARISH COUNCIL CASH BOOK RECONCILIATION
FY ENDING 31 MARCH 2024

Reconciliation from cash book

B/F Bank & cash	£137,779.77	Payments (excl transfers)	£45,076.10
Receipts	£48,848.54	C/F	£141,552.21
	<u>186628.31</u>		<u>186628.31</u>
BALANCE B/F	£137,779.77	Unity Trust Bank Current Acc	42884.55
RECEIPTS (REC @ BANK)	£48,848.54	Unity Trust Bank Savings	0.00
PAYMENTS (REC @ BANK)	-£45,076.10	Barclays Business Premium Account	17256.71
BALANCE AT BANK	£141,552.21	Cambridge & Counties Account	81410.95
RECEIPTS O/S @ BANK	£0.00	O/S @ BANK	£0.00
PAYMENTS O/S @ BANK	£0.00	C/F	<u>£141,552.21</u>
TOTAL C/F	£141,552.21		

GUILDEN MORDEN PARISH COUNCIL		PAYMENTS										RESERVES							
Date	REF	TOTAL	VAT	NET ADVERTISING	AGENCY SERVICES	ALLOTMENTS & CRAFT	ASSETS MAINTENANCE	STREETLIGHT ENERGY	BURIAL GROUNDS	GENERAL ADMIN	ADMIN SUPPORT	SALARIES	REC GROUNDS	VINEYARD & RUDDERY	THOMPSONS MEADOW	S137	SPECIAL PROJECTS/contingency	FLOODING	TS
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	O/S AT BANK END FY 2023																		
	SALARIES	0.00										0.00							
	TOTAL OUTSTANDING FY2023	0.00										0.00							
19/04/2023		6522.78										6522.78							
15/05/2023	BUCHANAN	315.96	52.67	263.31					92.14				171.17						
15/05/2023	LGSS SERVICES	999.84	165.71	834.13						156.13		676.00							
15/05/2023	ADMIN SUPPORT MARCH	959.37	159.71	799.66						123.66		676.00							
15/05/2023	BUCHANAN	931.95	105.33	826.62					184.28				342.34						
15/05/2023	LGSS SERVICES	79.20	13.20	66.00								66.00							
15/05/2023	PATROL FY23	211.02		211.02								211.02							
15/05/2023	SOURCE FOR WATER	21.00		21.00								21.00							
15/05/2023	GM VILLAGE HALL	85.00		85.00								85.00							
15/05/2023	DEFIB ELECTRICITY	61.00		61.00								61.00							
15/05/2023	GM VILLAGE HALL	350.62		350.62								350.62							
15/05/2023	CAPALC	132.00	22.00	110.00								110.00							
15/05/2023	ROSPA PLAYSAFETY	545.00	63.00	482.00								482.00							
15/05/2023	ARD	540.00	90.00	450.00								450.00							
14/06/2023	DEFIB CABINET	18.00		18.00								18.00							
30/06/2023	PLAY EQUIPMENT REPAIRS	696.00	116.00	580.00								580.00							
17/07/2023	POSTCRETE	6.40	1.07	5.33								5.33							
17/07/2023	R NEWMAN	221.64	36.59	184.95								184.95							
17/07/2023	GM VILLAGE HALL	170.00		170.00								170.00							
17/07/2023	DEFIB ELECTRICAL WORK	216.31	352.71	1763.80	347.17	49.08			276.42				874.68	110.25					
17/07/2023	BUCHANAN	631.96	105.33	526.63					184.28				342.34						
17/07/2023	BUCHANAN	965.07	160.21	804.86						128.86		676.00							
17/07/2023	LGSS SERVICES	911.70	151.63	760.07						84.07		676.00							
26/08/2023	MORELOCK	86.40	14.40	72.00								72.00							
26/08/2023	PETWUNCH UK	200.00		200.00								200.00							
18/09/2023	GM CHURCH	150.00		150.00								150.00							
18/09/2023	BUCHANAN	189.52	265.26	1326.26	347.17	311.56			184.28			676.00		116.25					
18/09/2023	LGSS SERVICES	917.42	146.87	770.55								770.55							
18/09/2023	ADMIN SUPPORT JULY	436.00		436.00								436.00							
18/09/2023	ADMIN SUPPORT AUG	575.20	879.20	4366.00								4366.00							
18/09/2023	WATER REPAIR	406.00	66.00	340.00								340.00							
18/09/2023	LGSS SERVICES	631.55	105.33	526.22								526.22							
18/09/2023	BUCHANAN	350.00		350.00								350.00							
18/09/2023	CARTER JONAS	18.00		18.00								18.00							
18/09/2023	UNITY TRUST	36.00		36.00								36.00							
18/10/2023	CPRE	36.00		36.00								36.00							
18/10/2023	HADDONSTONE	1264.39	210.73	1053.66								1053.66							
18/10/2023	SUNDIAL BENCHSEAT REPLAC	763.23		763.23								763.23							
20/11/2023	CLEAR COUNCIL	331.20	55.20	276.00	276.00							276.00							
20/11/2023	PARISH COUNCIL WEBSITES	378.00	63.00	315.00								315.00							
20/11/2023	EXTERNAL AUDIT	528.74	154.33	374.41								374.41							
20/11/2023	PRF LITTLEJOHN	25.96	4.33	21.63								21.63							
20/11/2023	R NEWMAN	1697.42	265.24	1326.18	347.17	311.50	21.85		184.28			676.00		116.25	24.04				
20/11/2023	LGSS SERVICES	1627.09	365.43	1261.66								1261.66							
20/11/2023	EXPENSES MARKING PAINT	312.00		312.00								312.00							
20/11/2023	BUCHANAN	2192.52	365.43	1827.09								1827.09							
20/11/2023	GRASSCUTTING	1000.00		1000.00								1000.00							
20/11/2023	INTERNAL AUDIT	71.25		71.25								71.25							
24/11/2024	GM VILLAGE HALL	35.00		35.00								35.00							
24/11/2024	CANALIS	295.00		295.00								295.00							
24/11/2024	PORTABLE MIC SYSTEM	1000.00		1000.00								1000.00							
24/11/2024	A FROST	16.00		16.00								16.00							
24/11/2024	GM MOBILE WARDEN SCHEME	35.00		35.00								35.00							
31/12/2023	UNITY TRUST	18.00		18.00								18.00							
31/12/2023	SERVICE CHARGE	35.00		35.00								35.00							
29/07/2024	ICO	2176.68	435.14	1741.54								1741.54							
19/07/2024	GRASSCUTTING	2176.68	435.14	1741.54								1741.54							
19/07/2024	BUCHANAN	645.76	145.26	746.51								746.51							
19/07/2024	LGSS SERVICES	918.16	152.66	765.51								765.51							
19/07/2024	LGSS SERVICES	854.06	150.55	703.51								703.51							
19/07/2024	SLURBASTON	136.70	21.17	105.53								105.53							
19/07/2024	OPUS ENERGY	214.13	0.80	204.38								204.38							
19/07/2024	STREET LIGHTING ENERGY	72.00		72.00								72.00							
19/07/2024	WERSHTE RENEWAL	923.28	153.67	769.61								769.61							
19/07/2024	ADMIN SUPPORT FEB	893.47	148.91	744.56								744.56							
19/07/2024	OPUS ENERGY	128.08	6.15	121.93								121.93							
19/07/2024	STREET LIGHTING ENERGY	115.23		115.23								115.23							
19/07/2024	SOURCE FOR BUSINESS	350.00		350.00								350.00							
19/07/2024	CARTER JONAS	53.60		53.60								53.60							
19/07/2024	R NEWMAN	118.12	5.62	112.50								112.50							
28/03/2024	OPUS ENERGY	18.00		18.00								18.00							
31/03/2024	UNITY TRUST	18.00		18.00								18.00							
	TOTAL PAYMENTS	45076.10	5622.75	39453.35	276.00	1041.51	1550.65	8023.81	438.81	3351.25	3635.80	8112.00	4263.89	348.75	197.20	1000.00	340.00	150.00	200.00
	O/S AT BANK																		
	SALARIES	0.00		0.00								0.00							
	TOTAL O/S	0.00		0.00								0.00							

GUILDEN MORDEN VILLAGE HALL

Thursday 28 March 2024

Dear Chairman

Guilden Morden Village Hall committee have undertaken a Fire Risk Assessment of the Village Hall. We have been made aware of a number of things that needed rectifying. We have carried out all of these except one. The installation of a L4 automatic fire alarm system which should be installed by a competent contractor in accordance with BS5839.1.

This is mentioned on page 31 (07 19.10/11) of the attached Fire Risk Assessment Report.

We believe this is the responsibility of the Parish Council as the building owners and that the GMVH committee would then be responsible for it's on going maintenance.

Could you please add this to the agenda for the next PC meeting on April 15th 2024.

We very much look forward to the Parish Councils view on this.

Yours sincerely

Michael Chapman
Chairman GMVH
enc.

A question for the P.C.

Are they going to maintain the village foot paths over the next 12 months?

Last summer sections of the foot path network were over grown and impassable

As I understand it paths that run through cultivated land are the responsibility of the farmer/land owner. Where they the edge of a field or private property they are the responsibility of the ~~District~~ ^{County} Council.

It should be up to the P.C. to see that the County Council are fulfilling their commitment. If not I suggest they employ the local grasscutting contractor to keep the paths cut and maintained

16th April 2024

For the attention of the Clerk to Guilden Morden Parish Council.

Dear Sir,

Further to the AGM of Guilden Morden Parish Council, I was advised to write to you following my suggestion for resolving the parking issues when events such as football matches are in progress on the village recreation ground.

It was expressed at the meeting that parking along Church Street and Trap Road is a serious problem least of all from a safety point of view.

I suggest that the Parish Council consider forming a new car park in the field to the rear on the new development in Trap Road. Access to this would be down the existing track to the right-hand side of the new development and if I recall correctly this has been used in the past to access parking to the fields further down the track. I don't think concrete hardstanding would be necessary but maybe a gravel or cinder track surface would suffice, I would leave that to the experts.

It is my understanding the field is owned by Cambridgeshire County Council and is currently rented by Sharps farms, so that would require negotiation.

I do hope that the Council will consider this suggestion as I can see it would benefit the village in a number of ways.

Yours sincerely