

# TYDD ST GILES PARISH COUNCIL

**Parrock View, 358 High Road, Newton-in-the-Isle, PE13 5HS**

Tel 01945 870083 ~ Mobile 07932 191050 ~ Email clerk@tyddstgilesparishcouncil.org.uk

Clerk D Gibbs

8th May 2022

## **To all Members of the Public and Press**

You are invited to attend the next meeting of Tydd St Giles Parish Council, which will be held in the Community Centre on **Thursday 12<sup>th</sup> May 2022 at 7.30pm**, for the purpose of transacting the following business.

Members of the public and press are invited to attend this meeting. A period not exceeding 15 minutes is made available at the beginning of the meeting, where residents so require, to enable a Public Forum to take place.

Yours sincerely

D Gibbs

Clerk/Proper Officer

## **A G E N D A**

All members are reminded that they need to declare any personal or prejudicial interest and reason before an item discussed at this meeting, under the Model Code of Conduct Order 2001 No 3576.

### **Apologies for Absence**

*To receive and consider apologies for absence on behalf of those members not present.*

### **001/22 Chairman's Announcements**

*To receive such announcements as the Chairman may wish to make to the Council.*

### **002/22 Urgent Items**

*The Chairman to report upon additional items for consideration which the Chairman deems urgent by virtue of the special circumstances now specified.*

### **003/21 Annual Meeting of the Parish Council**

- a) *Election of Chair and signing of declaration of acceptance*
- b) *Election of Vice Chair and signing of declaration of acceptance*
- c) *Review of terms of reference for the Planning Committee*
- d) *Review and confirmation of standing orders and financial regulations*
- e) *Confirmation of insurance arrangements*
- f) *Review of the Council's subscriptions to other bodies*
- g) *Confirmation of the Council's register of assets as at 31<sup>st</sup> March 2022*
- h) *Confirmation of meeting dates for the municipal year. The following are suggested - 7 July, 8 September, 10 November, 12 January, 9 March, 11 May*

**004/22 Confirmation of Minutes**

- a) To consider and confirm the minutes of the Parish Council meeting held on 10<sup>th</sup> March 2022*
- b) To consider and confirm the minutes of the Planning Committee meeting held on 31<sup>st</sup> March 2022*
- c) To consider and confirm the minutes of the Planning Committee meeting held on 13<sup>th</sup> April 2022*

**005/22 Matters Arising**

*To receive updates on the following items:*

- a) Drainage Issues - minute 089/21 (e)*
- b) Parking in Church Lane - minute 089/21 (f)*
- c) Parking at Church Lane, Hockland Road, Kirkgate junction - minute 089/21 (g)*
- d) Local Highway Improvements 2022/23 - minute 089/21 (h)*
- e) Dog waste bins and litter bins - minutes 089/21 (i)*
- f) Maintenance of the churchyard - minute 089/21 (k)*
- g) Allotments - minute 089/21 (l)*
- h) Foul Anchor notice board - minute 089/21 (m)*
- i) Crown & Mitre public house - minute 089/21 (n)*
- j) Annual Parish Meeting - minute 089/21 (q)*

**006/22 Police Matters**

*To receive a report on policing matters in the area since the last meeting.*

**007/22 Cambridgeshire County Councillor Report**

*To receive a report from Cllr Simon King.*

**008/22 Fenland District Councillor Report**

*To receive reports from Cllrs Samantha Clark and Chris Seaton.*

**009/22 Clerk's Report**

*To receive a report on meetings attended, correspondence received and local issues.*

**010/22 Working Group**

*To receive a report from the Play Area Working Group.*

**011/22 Data Gathering and Digital Mapping**

*To report on progress in gathering information relevant to the Parish and the mapping of Parish Council assets.*

**012/22 Member and Parishioner Issues**

*To discuss the following matters brought to the attention of the Council by Members or Parishioners:-*

- a) Sewage in dyke - Hockland Road.*
- b) Footbridge on footpath 238/11 off Chapel Lane.*

**013/22 The Queen's Platinum Jubilee Celebrations**

*To receive a report from Cllr Doyle on plans for the various events.*

**014/22 Brigstock & Wren's Charity**

*To report on discussions with the charity regarding the procedure for future nominations.*

**015/22 Allotments**

*To consider the response to the recent consultation on the provision of allotments and resolve accordingly.*

**016/22 Portfolio Responsibilities**

*To discuss and agree the allocation of portfolio responsibilities to individual councillors.*

## 017/22 Finance

- a) To approve the internal accounts for 2021/22
- b) To review and approve the Governance and Management Risk Assessment
- c) To approve the Internal Audit Report and agree an action plan to address issues raised (if any)
- d) To approve the Annual Governance Statement 2021/22
- e) To approve the Accounting Statements 2021/22
- f) To confirm the dates of the period for the exercise of public rights
- g) To confirm the appointment of Ivan Cooper as Internal Auditor for 2022/23
- h) To note the following sums received since the last meeting:

Fenland District Council (precept)..... £ 7,500.00

- i) To ratify the following payments issued since the last meeting:

HMRC (NIC) .....	£ 16.48
The CGM Group (East Anglia) Ltd (grounds maintenance) .....	£ 207.31
Fenland District Council (bin emptying) .....	£ 81.60
East of England Ambulance Service NHS Trust (defibrillator pads) .....	£ 70.08
The CGM Group (East Anglia) Ltd (grounds maintenance) .....	£ 462.62
Fenland District Council (election costs).....	£ 232.74
North Level District Internal Drainage Board (drainage rates) .....	£ 520.66
D A Gibbs (salary April) .....	£ 727.73

- j) To approve the following payments:

D Gibbs (salary May) .....	£ 727.73
C Elcock (tree work).....	£ 1,050.00
The CGM Group (East Anglia) Ltd (grounds maintenance) .....	£ 561.82
Cambridgeshire ACRE (subscription) .....	£ 57.00
Business Services at CAS Ltd (insurance).....	£ 478.80
I Cooper (audit fee).....	£ 140.00
M Carter (excavator hire) .....	£ 180.80

- k) To authorise the signing of a direct debit mandate in respect of payments to the North Level District Internal Drainage Board
- l) To consider a request for financial support from Citizens Advice Rural Cambs.

## 018/22 Speed Monitoring

To receive a report on data recorded by the MVAS speed monitoring sign.

## 019/22 Reports from Members

To receive the following updates from members of the Council:

- a) Highways - Cllr Mathias
- b) Street Lights - Cllr Luck
- c) Churchyard - Cllr Doyle
- d) Trees - Cllr Doyle
- e) Foul Anchor - Clerk
- f) Community Centre - Cllr Carter
- g) Tydd Waterway Path - Clerk

## 020/22 Date of Next Meeting

To confirm the date and time of the next meeting of the Council:

Thursday 7<sup>th</sup> July at 7.30pm

# **Tydd St Giles Parish Council**

## **Planning Committee Terms of Reference**

### **Objective**

- i. Tydd St Giles Parish Council is a statutory consultee in respect of planning applications received by Fenland District Council relating to the Parish of Tydd St Giles.
- ii. The Planning Committee is constituted to consider and respond to planning applications and other planning consultations on behalf of the Parish Council.
- iii. All matters relating to the Planning Committee shall be governed by, and conducted in accordance with, the Parish Council's Standing Orders.

### **Membership**

- i. Membership shall comprise all members of the Parish Council to be reviewed annually at the Annual Meeting of the Council.
- ii. The Chairman and Vice Chairman of the Council shall be *ex-officio* members of the Planning Committee.
- iii. A quorum shall consist of three members of the Committee.
- iv. The Chairman and Vice Chairman of the Committee shall be elected by the Committee at its first meeting after the Annual Parish Council meeting.

### **Meetings**

- i. The Committee shall meet as required when consulted by the relevant planning authorities.
- ii. The Chairman or the Clerk may call additional meetings at any time to enable any relevant matter to be considered within designated timescales.
- iii. A minimum of three clear days notice shall be given for each meeting.
- iv. The Committee shall ensure that all correspondence received by the Clerk prior to the meeting from all relevant parties is considered at the meeting.

### **Decisions**

- i. Minutes of all meetings shall be compiled by the Clerk and distributed to the members of the Committee.
- ii. A record of all planning applications, together with the responses and eventual outcome, shall be reported to the Parish Council and noted in the Council's minutes.
- iii. The Clerk shall communicate the Committee's decision in respect of each application considered to Fenland District Council within the designated consultation period.

### **Review**

These Terms of Reference are to be reviewed annually at the Annual Meeting of the Council.

**TYDD ST GILES PARISH COUNCIL**  
**ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2022**  
**Supporting Notes**

**1 ASSETS**

In 2021/22, the Council purchased a notice board at a cost of £304.  
 Street lights were replaced at a cost of £2,156.

At 31st March 2022 the following assets were held:-

Community Recreation Ground	£	1
Community Centre	£	293,500
Allotments	£	1
18.9 Acres Rylands		
23.5 Acres Quaney		
10.5 Acres Fen Lane		
7.1 Acres Cheshires		
Common Land	£	1

**Other Fixed Assets**

20 Footway Lights - columns	£	9,506
22 Footway Lights - brackets	£	5,665
Replacement lights 2021/22	£	2,156.00
Village Sign	£	1,350
Public Seating - four	£	2,810
Two Bus Shelters	£	6,755
Two War Memorials	£	36,318
Notice Boards - four	£	1,116
Dog Bins	£	811
Benches	£	2,285
Fencing & Gates	£	4,875
Children's Play Equipment	£	30,153
Defibrillators	£	4,570
MVAS Speed Sign	£	786
	<b>£</b>	<b>402,659</b>

# TYDD ST GILES PARISH COUNCIL

## Minutes of a Meeting of Tydd St Giles Parish Council held in the Community Centre on Thursday 10<sup>th</sup> March 2022

**Present** - Cllr T Doyle (Chairman), Cllr C Brooks, Cllr M Carter, Cllr B Luck, Cllr K Malin, Cllr A Renshaw, Cllr S King (CCC) (until 092/21), Cllr S Clark (FDC) (until 100/21), D Gibbs (Clerk), B Dawson, D Grainger, M Holman, S Holman, C Ross (Parishioners)

**Apologies for Absence** - Cllr G Mathias, Cllr C Seaton (FDC)

**Public Time** - Mr Holman reported cars parked on pavements causing an obstruction. The Chairman mentioned that the Council has written to residents of Church Lane and could do so again. Mr Grainger asked whether the Council could assist in making provision for Ukrainian refugees. Cllr Clark confirmed that the District Council has responsibility for housing and would coordinate such activities. Mr Dawson offered to work with the Council to improve and maintain the roadside verge in Cats Lane. The Clerk will meet with him to discuss this further.

### **086/21 Chairman's Announcements**

The Chairman expressed the Council's sympathy for the people of Ukraine at this difficult time.

### **087/21 Urgent Items**

None.

### **088/21 Confirmation of Minutes**

- a) **RESOLVED** - that the minutes of the meeting held on Thursday 13<sup>th</sup> January 2022 be agreed and signed as a true and accurate record.
- b) **RESOLVED** - that the minutes of the Planning Committee meeting held on Thursday 24<sup>th</sup> February 2022 be agreed and signed as a true and accurate record.

### **089/21 Matters Arising**

- a) **Defibrillators** - The defibrillator at Foul Anchor did not need a new battery, but required new pads, which have now been installed.
- b) **Sutton Bridge Power Fund** - A grant application for the replacement of the local history signage in Foul Anchor was discussed. Cllr Mathias offered to lead this project with local residents.
- c) **Parish Council e-mail accounts** - The outstanding account has been set up.
- d) **Green Dog Walker scheme** - The District Council reported that two people expressed an interest in the scheme. No further action required.
- e) **Drainage Issues** - Work continues on the borehole in Hockland Road. The Clerk will check on progress regarding the foul water outlet into a dyke in Hockland Road.
- f) **Parking in Church Lane** - The Clerk noted that residents of Cornfields continue to park on the pavement. A reminder will be delivered.

- g) Parking at Church Lane, Hockland Road, Kirkgate junction - Members noted that several of the cars belong to residents of neighbouring properties. The Police have been asked to monitor the situation on routine visits to the village.
- h) Local Highway Improvements - The Clerk reported that the application for 2022/23 was considered by the assessment panel on 2<sup>nd</sup> February and their recommendations will be ratified by the Highways and Transport Committee at their April meeting.  
Representatives of five Parish Councils met with the Leader of the County Council to discuss the LHI scheme and a further meeting will be arranged in the near future.
- i) Dog waste bins - The new bins for Hall Bank, Fold Lane and Cats Lane should be installed soon. A new litter bin for High Broadgate will be ordered.
- j) Damage to play equipment - The damaged item has been repaired and Cllr Luck offered to repaint it.
- k) Maintenance of the churchyard - The Community Payback team is unable to attend due to Covid restrictions on shared use of vehicles.
- l) Allotments - A consultation is under way on allotment provision with a deadline of 30 April. The Leverington Feoffees may have land available in Tydd St Giles.
- m) Foul Anchor notice board - The area adjacent to the war memorial will be cleared by the Community Payback team when they are able to visit.
- n) Crown & Mitre public house - An application to designate the pub as an asset of community value will be submitted shortly.
- o) Trees in High Broadgate - The work has been completed.
- p) The Queen's Platinum Jubilee - A meeting of representatives of village organisations took place on 9 February. Residents have been asked for ideas and offers of assistance. There has been a positive response and several ideas are being pursued. A goody bag of souvenirs will be offered to all children of primary school age and younger. The Council resolved to contribute up to £1,000 towards this.
- q) Annual Parish Meeting - The meeting will take place on either 28 April or 5 May, subject to the availability of the speakers. The Police, Neighbourhood Watch and the District Council's Emergency Planning Officer will be invited to speak.

#### **090/21 Police Matters**

The Clerk reported that he had attended a meeting with the Neighbourhood Sergeant. The modernisation of Wisbech Police Station has been completed and staff have returned to the building. The Community Safety Partnership has expanded its remit with new funding from the Police and Crime Commissioner. The Neighbourhood Watch website now has many useful resources to help people to avoid becoming a victim of crime.

#### **091/21 Cambridgeshire County Councillor Report**

Cllr King expressed his concern at the deteriorating situation in Ukraine and his support for projects to provide accommodation for refugees. He reported that the County Council's share of the Council Tax will increase by 4.99% this year, of which 3% is ring-fenced for adult social care. Funding has been allocated for new 20mph speed limits and criteria are being developed. Staffing levels in Highways remain low, especially in project delivery, and additional funding has been allocated for temporary staff. An allocation of funding for the

Communities Capital Fund was put forward in December, but was removed from the final budget, so this will not be available as anticipated. Details of an alternative funding stream will be announced in due course. Repainting works have commenced on Cross Keys Bridge and will continue until July.

#### **092/21 Fenland District Councillor Reports**

Cllr Clark reported that the District Council will oversee the local delivery of the Government's scheme to house Ukrainian refugees, when details are announced. The first Golden Age Fair since the pandemic takes place in Gorefield on 1 April.

Cllr King left the meeting.

#### **093/21 Clerk's Report**

The Clerk reported on meetings attended and correspondence received since the last meeting.

Fly-tipping has been reported in Hannath Road and at the entrance to the Quaney Field in Middle Broad Drove. The Drainage Board has given consent for a reduction in the 9 metre maintenance access to their dyke in Quaney Field. The recent storms have highlighted the importance of emergency planning, with a number of trees down in Tydd St Giles and prolonged power cuts in neighbouring villages. The pavement outside The Smithy in Hockland Road was repaired after a visitor tripped on it. A foodbank has been set up in the bus shelter in High Broadgate, with basic provisions left for those in need.

#### **094/21 Working Group**

Cllr Renshaw reported that the Play Working Group was investigating the availability of funds and had hoped to apply to the County Council's Communities Capital Fund. They intend to consult the community for ideas regarding equipment in the coming months.

#### **095/21 Data Gathering and Digital Mapping**

Cllr Luck reported that he had updated all known assets, but required assistance in clarifying the data and verifying the District Council's street light register. Options to make the data available publicly also need to be clarified.

#### **096/21 Member and Parishioner Issues**

- a) Maintenance of public rights of way - A resident had reported difficulty in using footpaths 238/4 south of Kirkgate Bridge and 238/10 off Hall Bank due to farming activities. The Clerk has written to the farmer at Hall Bank and is hoping to identify the owner of the other field. Mr Grainger expressed concern regarding the presence of bulls on path 238/6. The Clerk will investigate.
- b) WI Jubilee tree planting - The WI has asked permission to plant a rowan tree on the Recreation Ground near the Community Centre. Members agreed to support the project.
- c) Meeting with Kinderley School - The Chairman reported that he had met with the Headteacher of the school. The school has reminded parents of the need to park responsibly when dropping off or collecting pupils. It was suggested that the Council might purchase character bollards to deter parking directly outside the school, but members resolved to wait and see whether other initiatives resolved the problem. Volunteers are required to form a new Governing Body for the school.



## **097/21 Policies and Procedures**

Members considered the following draft policy documents prepared by the Clerk:-

- a) Equality and diversity policy.
- b) Homeworking policy.
- c) Expenses policy.

They resolved to adopt the documents.

## **098/21 Armed Forces Covenant**

Members considered an invitation to sign the Armed Forces Covenant to demonstrate the Council's commitment to supporting current and former service personnel and their families. They resolved to sign the covenant.

## **099/21 Portfolio Responsibilities**

The Chairman proposed that this item be deferred for further consideration and members agreed.

## **100/21 Finance**

- a) The Clerk presented the financial statement as at the end of February, showing income of £20,444.00, expenditure of £25,667.83, resulting in a shortfall of £5,223.83, and funds held of £33,851.30.

- b) Members ratified the following payments made since the last meeting:-

D Gibbs (salary February) .....	£	716.03
Fenland Leisure Products (play equipment repair) .....	£	599.56
North Level District Internal Drainage Board (access byelaw consent) .....	£	50.00
	£	1,365.59

- c) Members approved the following payments:-

D Gibbs (salary March plus backpay) .....	£	849.30
D Gibbs (expenses) .....	£	322.99
HMRC (national insurance) .....	£	7.13
Tydd St Giles Community Centre and Recreation Ground (hall hire) .....	£	60.00
East of England Ambulance Service NHS Trust (defib pads) .....	£	58.20
CAPALC Ltd (affiliation fee) .....	£	473.04
	£	1,770.69

- d) Members resolved not to consider potential funding applications until the County Council has clarified the details of new funding streams.

Cllr Clark left the meeting.

## **101/21 Planning**

- a) Members considered the following applications:-

F/YR22/0268/RM - Reserved Matters application relating to detailed matters of appearance, landscaping, layout and scale pursuant to outline permission F/YR19/1008/O to erect 1 x dwelling (2-storey 4-bed) - Land East of 17 Newgate Road, Tydd St Giles

Members resolved to offer no objection.

F/YR22/0270/F - Erect a detached double garage/workshop with storage over involving demolition of existing garage and kennels - Fir Tree Farm, Bees Lane, Tydd St Giles

Members resolved to offer no objection.

b) Members noted the following application:-

F/YR22/0236/AG1 - Erect an agricultural storage building - Land South West of Rubylin, Church Lane, Tydd St Giles

### **102/21 Speed Monitoring**

The Clerk presented a report on data recorded by the MVAS speed monitoring device in Kirkgate, Newgate Road, and High Broadgate as follows:-

#### Kirkgate

Monitoring period	11.7.21 to 15.8.21 (35 days)
Number of vehicles	13,079
Maximum / 85 <sup>th</sup> percentile / average speeds	85 / 40 / 31.39mph
Violations / prosecutable / disqualification	1,629 / 480 / 5 vehicles

#### Newgate Road

Monitoring period	5.9.21 to 16.10.21 (40 days)
Number of vehicles	13,555
Maximum / 85 <sup>th</sup> percentile / average speeds	68 / 36 / 28.21mph
Violations / prosecutable / disqualification	6,114 / 2,988 / 6 vehicles

#### High Broadgate

Monitoring period	2.12.21 to 13.1.22 (42 days)
Number of vehicles	7,401
Maximum / 85 <sup>th</sup> percentile / average speeds	73 / 36 / 28.5mph
Violations / prosecutable / disqualification	2,864 / 1,460 / 6 vehicles

Further analysis of the data will provide details of priority times for enforcement action. Members noted that the data demonstrates the need for a Speedwatch group in the village and further efforts will be made to identify suitable volunteers for this purpose.

### **103/21 Street Lights**

Consideration of options for the replacement of street lights was deferred to a future meeting.

### **104/21 Reports from Members**

- a) Highways - Cllr Mathias will include the condition of pavements on his next routine inspection. It was noted that the construction of a new house in Hockland Road has caused damage to the pavement which will need to be rectified by the developer.
- b) Street Lights - Cllr Luck reported outstanding queries on lights requiring repair or replacement. The Clerk will pursue these.
- c) Churchyard - Cllr Doyle reported that bulbs have been planted in the green burial area.
- d) Trees - See 089/21(o).
- e) Foul Anchor - See 089/21(b) and (m).
- f) Community Centre - Cllr Carter reported that a consultant was investigating options for the replacement of the heating system with a cheaper greener solution. The Clerk advised members that the Council had been paying the cost of the commercial waste removal service for the Community Centre for many years. The protocol signed by the two

parties requires the Community Centre to assume responsibility for all costs. Members resolved to transfer the waste contract to the Community Centre charity.

- g) Waterway Walk - The Clerk reported that he had met with the Drainage Board to discuss the possible reopening of the permissive walkway. Further details will be available for the next meeting. The Tydd Gote Pumping Station will be open to the public on Saturday 17 September as part of the Heritage Open Days weekend.

#### **105/21 Date of Next Meeting**

The next meeting of the Parish Council will take place on Thursday 12<sup>th</sup> May 2022 at 7.30pm in the Community Centre. The date of the Annual Parish Meeting will be confirmed in due course.

The meeting closed at 9.10pm

DRAFT

# **TYDD ST GILES PARISH COUNCIL**

## **Minutes of a meeting of the Planning Committee of Tydd St Giles Parish Council held in the Community Centre on Thursday 31<sup>st</sup> March 2022**

**Present** - Cllr T Doyle (Chairman), Cllr B Luck, Cllr G Mathias, D Gibbs (Clerk), D Grainger, G Wiffen (Parishioners)

### **005/22 Apologies for Absence**

Cllr C Brooks, Cllr M Carter, Cllr K Malin, Cllr A Renshaw

### **006/22 Planning Application**

F/YR22/0266/VOC - Variation of conditions 2 (Brick), 6 (Parking), 8 (Demolition) and 9 (List of approved drawings) of planning permission F/YR20/0083/F (Erect a 3-storey 4/5-bed dwelling with detached garage and study above involving demolition of existing dwelling and change of use of land from paddock to garden) to enable alterations as per Schedule, and erect a games-room/study (instead of garage/study) - The Hollies, Middle Broad Drove, Tydd St Giles

Members considered this application and resolved to offer no objection.

### **007/22 Update on Recent Planning Applications**

F/YR21/1147/VOC at Tydd St Giles Golf and Leisure Centre, Kirkgate (lodges) was granted.

F/YR21/1204/F and F/YR21/1205/LB at Hannath Hall, Hannath Road were granted.

F/YR21/1329/F at Windy Roost, Bythorne Bank was refused.

F/YR21/1369/F at West Barn, Broad Drove West was granted by the Planning Committee against officer recommendation.

F/YR21/1517/O at Land West of The Cottage, Sees Lane is pending, awaiting consideration by the Planning Committee.

F/YR22/0090/F at 12 Newgate Road is pending.

F/YR22/0131/O West of Pitt Cottage, Fold Lane is pending.

F/YR22/0142/F at Plot 2, Land East of Tindall Mill, Kirkgate is pending.

F/YR22/0268/RM at Land East of 17 Newgate Road is pending.

F/YR22/0270/F at Fir Tree Farm, Bees Lane is pending.

F/YR22/0236/AG1 at Land South West of Rubylin, Church Lane has been withdrawn by the applicant.

### **008/22 Other Planning Matters**

The Clerk notified members that an application had been submitted to increase the number of lodges at the Golf & Leisure Centre, for which a further meeting will be required.

# TYDD ST GILES PARISH COUNCIL

## Minutes of a meeting of the Planning Committee of Tydd St Giles Parish Council held in the Community Centre on Wednesday 13<sup>th</sup> April 2022

**Present** - Cllr T Doyle (Chairman), Cllr M Carter, Cllr B Luck, Cllr G Mathias, Cllr A Renshaw, D Gibbs (Clerk), 68 members of the public

### **009/22 Apologies for Absence**

Cllr C Brooks, Cllr K Malin

### **010/22 Planning Application**

F/YR22/0371/F - Erect a detached garden office to existing dwelling - Hannath Hall, Hannath Road, Tydd Gote

Members considered this application and resolved to offer no objection.

F/YR22/0368/F - The siting of 51 x leisure holiday homes, erection of a bird hide, and formation of a lake and extension to existing lake - Tydd St Giles Golf and Leisure Centre, Kirkgate, Tydd St Giles

Eighteen members of the public addressed the meeting. This application has attracted significant attention from a group of local residents who raised a diverse range of concerns. Having listened to the views of those present, most of whom objected to the proposed development, members of the Council considered the key planning issues. They noted the significant contribution of the Golf and Leisure complex to the village, as a tourist destination, a leisure provider, an employer and a supporter of local businesses.

On balance, members decided that the proposal represents an overdevelopment of the site, with an unnecessary loss of trees and other wildlife habitat, particularly at the north western corner adjoining Eaudyke Bank, where a section of the Nature Walk would be removed to accommodate additional lodges.

Members resolved not to support the application.

### **011/22 Update on Recent Planning Applications**

F/YR21/1517/O at Land West of The Cottage, Sees Lane is pending, awaiting consideration by the Planning Committee.

F/YR22/0090/F at 12 Newgate Road is pending.

F/YR22/0131/O West of Pitt Cottage, Fold Lane was withdrawn by the applicant.

F/YR22/0142/F at Plot 2, Land East of Tindall Mill, Kirkgate was granted.

F/YR22/0268/RM at Land East of 17 Newgate Road is pending.

F/YR22/0270/F at Fir Tree Farm, Bees Lane is pending.

F/YR22/0266/VOC at The Hollies, Middle Broad Drove is pending.

### **012/22 Other Planning Matters**

The Clerk invited members to an online planning training session on trees on 14 April.

<b>Agenda Item No.</b>	009/22	<b>TYDD ST GILES PARISH COUNCIL</b>
<b>Meeting Date</b>	12 May 2022	
<b>Report Title</b>	Clerk's Report	

## 1. Purpose of Report

To report on meetings attended and correspondence received.

## 2. Key Issues

### Meetings attended:

National Lottery Community Fund webinar - 16 March

Electoral Commission Boundary Review briefing - 16 March

Planning training - Local Plan - 17 March

Planning training - Trees - 14 April

### Correspondence received:

Cambridgeshire County Council - LHI outcome, Cambridgeshire Matters newsletter, roadworks and events diary, temporary traffic order for Cross Drove 16-18 May, temporary traffic order for Hockland/Hall Bank/High Broadgate junction 18-22 July, Transport Strategy Stakeholder Engagement survey

Fenland District Council - Electoral review consultation, Council tax rebates, Funding received for Changing Spaces toilets in Wisbech and March, Community Safety Partnership newsletter

Cambridgeshire Police and Crime Commissioner - Virtual roundtable 27 June

Local Government Boundary Commission for England - Draft recommendations

Cambridgeshire & Peterborough Against Scams Partnership - newsletters and scam warnings

PKF Littlejohn - Annual audit instructions and guidance

I Cooper - Internal audit report

Business Services at CAS Ltd - Insurance renewal paperwork

CAPALC - Monthly bulletin

Queen Elizabeth Hospital - Modernisation newsletter

Citizens Advice Rural Cambs - Donation request

Cambridgeshire Crimestoppers - Appeal for volunteers

### Local Issues:

Fly-tipping - Middle Broad Drove

Bus shelter foodbank - High Broadgate

## 3. Recommendations

Members note the report.

<b>Report Author</b>	Dave Gibbs
----------------------	------------

**TYDD ST GILES PARISH COUNCIL  
INCOME & EXPENDITURE ACCOUNT  
Year Ended 31st March 2022**

2020/21		2021/22
<b>INCOME</b>		
£ 1,000.00	Fenland DC - Precept	£ 12,000.00
£ 2,790.00	Fenland DC - Concurrent Functions Grant	£ 2,791.00
£ 4,093.30	Allotment Rents	£ 5,224.10
£ 460.20	Allotment Rates	£ 426.96
£ 18.59	Interest - Business Premium Account	£ 2.46
£ 9,970.00	Grants	£ -
£ 357.29	Donations	£ -
<b>£ 18,689.38</b>		<b>£ 20,444.52</b>
<b>EXPENDITURE</b>		
£ 6,194.67	Clerkship	£ 8,749.24
£ 1,464.06	General Administration	£ 2,866.23
£ 478.80	Insurance	£ 478.80
£ 460.19	Drainage Rates	£ 482.15
£ 593.48	Community Centre	£ 351.78
£ 1,362.40	Recreation Ground	£ 1,698.79
£ 2,330.00	Churchyard	£ 5,820.00
£ 12,346.97	Agricultural Land	£ 50.00
£ 2,734.27	Street Lighting/Highways	£ 5,943.37
£ 300.00	S137 Payments	£ -
£ 53.33	Foul Anchor	£ 20.00
<b>£ 28,318.17</b>		<b>£ 26,460.36</b>
<b>-£ 9,628.79</b>	<b>SURPLUS/DEFICIT FOR YEAR</b>	<b>-£ 6,015.84</b>

**TYDD ST GILES PARISH COUNCIL**  
**BALANCE SHEET**  
**At 31st March 2022**

**2020/21**

**2021/22**

**CURRENT ASSETS**

£ 3,924.77	HMRC - VAT Refund	£ 6,514.58
£ 39,075.13	Cash at Bank	£ 31,763.89
£ 42,999.90		£ 38,278.47

**CURRENT LIABILITIES**

	Accruals	
£ 345.52	CGM Group (East Anglia) Ltd	£ 385.52
£ 200.00	Audit Fee - PKF Littlejohn	£ 200.00
£ 130.00	Audit Fee - I Cooper	£ 135.00
£ 33.33	E.ON UK plc	£ -
£ -	Terra Nova Environmental	£ 1,050.00
£ -	Fenland District Council	£ 232.74
		£ 2,003.26
<b>£ 42,291.05</b>	<b>TOTAL</b>	<b>£ 36,275.21</b>

**REPRESENTED BY**

£ 51,919.84	Accumulated fund brought forward	£ 42,291.05
£ 18,689.38	Income for year	£ 20,444.52
£ 28,318.17	Expenditure for year	£ 26,460.36
<b>£ 42,291.05</b>		<b>£ 36,275.21</b>

The above statement represents fairly the financial position of the Council  
as at 31st March 2022 and reflects its income and expenditure during the year.

Approved by the Council on 12th May 2022

**Chairman**

**Responsible Financial Officer**



**TYDD ST GILES PARISH COUNCIL**  
**ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2022**  
**Supporting Notes**

**1 ASSETS**

In 2021/22, the Council purchased a notice board at a cost of £304.  
 Street lights were replaced at a cost of £2,156.

At 31st March 2022 the following assets were held:-

Community Recreation Ground	£	1
Community Centre	£	293,500
Allotments	£	1
18.9 Acres Rylands		
23.5 Acres Quaney		
10.5 Acres Fen Lane		
7.1 Acres Cheshires		
Common Land	£	1

**Other Fixed Assets**

20 Footway Lights - columns	£	9,506
22 Footway Lights - brackets	£	5,665
Replacement lights 2021/22	£	2,156.00
Village Sign	£	1,350
Public Seating - four	£	2,810
Two Bus Shelters	£	6,755
Two War Memorials	£	36,318
Notice Boards - four	£	1,116
Dog Bins	£	811
Benches	£	2,285
Fencing & Gates	£	4,875
Children's Play Equipment	£	30,153
Defibrillators	£	4,570
MVAS Speed Sign	£	786
	<b>£</b>	<b>402,659</b>

**TYDD ST GILES PARISH COUNCIL**  
**ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2022**  
**Supporting Notes**

**2 BORROWINGS**

At the close of business on 31st March the Council had no outstanding loans.

**3 AGENCY GRANT**

During the year the Council undertook no agency work on behalf of other authorities.

**4 S137 PAYMENTS**

Section 137 of the Local Government Act 1972 enables parish councils to spend up to the product of £8.41 per head of electorate for the benefit of people in the area on activities or projects not specifically authorised by other powers. The number of electorate being 989.

The limit for Tydd St Giles Parish Council for the year ended 31st March 2022 was £8,317.49. No payments were made during the year.

**5 ADVERTISING & PUBLICITY**

No advertisement costs were incurred.

**6 PENSIONS**

None.

**7 DEBTORS**

HM Revenue & Customs - £6,514.58 relating to value added tax.

**8 ACCRUALS**

2021/22

Audit Fee - PKF Littlejohn	£	200.00
Audit Fee - I Cooper	£	135.00
CGM Group (East Anglia) Ltd	£	385.52
Terra Nova Environmental	£	1,050.00
Fenland District Council	£	232.74
	<b>£</b>	<b>2,003.26</b>

**TYDD ST GILES PARISH COUNCIL**  
**ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2022**  
**Supporting Notes**

**9 TENANCIES**

During the year the Council operated the following tenancies:-

As Landlord

<u>Tenant</u>	<u>Property</u>	<u>Rent</u>
Community Centre Management Committee	Community Centre & Sports Field	One Arrow
Various	Rylands - 18.9 acres	£ 1,786.00
Various	Quaney - 23.5 acres	£ 1,675.00
Various	Fen Lane - 10.5 acres	£ 1,050.00
Various	Cheshire - 7.1 acres	£ 710.00

As Tenant

<u>Landlord</u>	<u>Property</u>	<u>Rent</u>
Brigstock & Wren's Charity	Recreation Field	£ 135.00

# TYDD ST GILES PARISH COUNCIL

## GOVERNANCE AND MANAGEMENT RISK ASSESSMENT

	Risk	Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative review Trigger/Internal Audit Assurance	Responsible Person
1	Lack of forward planning and budgetary controls	Lack of direction and Prioritisations	M	H	In year budget reviews	Quarterly	Unexpected expense	Clerk
2	Poor reporting to Council	Poor quality decision making Council becomes ill informed	M	H	Timely and accurate financial reporting	Quarterly	Matter raised at meeting	Clerk
3	Loss of key staff	Failure in budgetary controls Correspondence backlog	M	H	Clear office procedures. Clear budgetary procedures	Annually	Loss of staff member	Council
4	Failure to respond to electors wish to right of inspection	Loss of confidence Loss of reputation	L	L	Clear Standing Orders and Operating Protocols. Documented procedures to deal with enquiries from the public	Annually	Approach by elector to Auditor	Clerk
5	Poor document control	Information not passed on in a timely manner. Deadlines missed	M	M	Clear Standing Orders	Annually	Major incident complaints	Clerk

# TYDD ST GILES PARISH COUNCIL

## GOVERNANCE AND MANAGEMENT RISK ASSESSMENT

	Risk	Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative review Trigger/Internal Audit Assurance	Responsible Person
6	Ensure Council complies with law in particular Health and Safety Equal Opportunities Data Protection Human Rights Disability And Discrimination Employment Law	Fines and penalties from regulation bodies. Employee action for negligence of grievance. Loss of reputation.	M	H		Bi-annually	Following incident	Clerk
7	Ensuring all business activities are within legal power	Illegal expenditure	L	H	Recording in the minutes the precise power under which expenditure is being approved	Monthly	Review of minutes to ensure legal powers are in place, recorded and correctly applied.	Clerk
8	Council becomes dominated by one or two individuals or cliques form	Conflicts of interest Pursuit of personal agendas Decisions made outside Council	L	H	Clear Standing Orders regarding conduct of meeting and conflict of interests	Annually	Complaints Incidents at meetings	Chairman
9	Councillors benefiting from being on the Council	Affect reputation Conflicts of interest	L	M	Clear Standing Orders Open system of payment	Annually All meetings	Complaints from public	Council

# TYDD ST GILES PARISH COUNCIL

## GOVERNANCE AND MANAGEMENT RISK ASSESSMENT

	Risk	Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative review Trigger/Internal Audit Assurance	Responsible Person
10	Failure to register members interests	Member could make inappropriate gains	L	M	Procedures in place for recording and monitoring Members Interests	All meetings	Complaints about members	Councillors
11	Lack of maintenance of Council owned property	High cost of repair Injury to third party leading to claims Damage to property	M	H	Regular routine maintenance Insurance cover	Weekly	Unexpected incident	Councillors
12	Damage to third party, property or individual due to Service of Amenity provided	Claim against Council	L	L	Public Liability Insurance. Regular checks of facilities. Ensure all amenities/facilities are maintained to appropriate levels	As required	As reported Review of Insurance Cover Review of adequacy of insurance cover provided	Council
13	Loss of cash through fraud of dishonesty	Reduction in available funds	L	H	Clear financial procedures Adequate insurance cover	Annually	On a Loss Review Insurance Cover (fidelity guarantee)	Clerk

# TYDD ST GILES PARISH COUNCIL

## GOVERNANCE AND MANAGEMENT RISK ASSESSMENT

	Risk	Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative review Trigger/Internal Audit Assurance	Responsible Person
14	Inadequacy of Precept Ensuring the adequacy of the annual precept is within sound budgeting arrangements	Lack of confidence in Council Inability to carry out functions Insufficient funds for contingencies	L	M	Regular in-year budget progress reports	Every meeting	Unexpected event i.e. flooding	Clerk

**Adopted May 2018**

**Re-adopted May 2021**

**IVAN J COOPER**  
**86 Foxglove Way, MARCH, PE15 8RU**  
**Telephone 01354.654398**

**Members of Tydd St Giles Parish Council**

C/o The Clerk  
Parrock View  
358 High Road  
Newton-in-the-Isle  
Wisbech  
PE13 5HS

6<sup>th</sup> May 2022

Dear Members

**Annual Internal Audit Report – Year ended 31<sup>st</sup> March 2022**

I have completed my audit for Tydd St Giles Parish Council for the year to 31<sup>st</sup> March 2022, as detailed on page 3 of the Council's Annual Return.

[ 1 ] I have tested the key control areas to assess compliance with relevant procedures and controls expected to be in operation during the financial year. In respect of these, I have concluded that in all significant respects the control objectives were being achieved.

[ 2 ] I can confirm that I have examined the bank reconciliation statement at the financial year end and found this to be accurately stated.

[ 3 ] There are no specific issues I have to draw to the attention of the Parish Council in respect of the current audit.

[ 5 ] I would like to express my thanks to the Clerk for the excellent standard of presentation of records and clarity of explanations during the audit.

Yours sincerely



Ivan J Cooper



# Annual Internal Audit Report 2021/22

Tydd St Giles Parish Council

www.tyddstgilesparishcouncil.org.uk AVAILABLE WEBSITE/WEBPAGE ADDRESS

During the financial year ended 31 March 2022, 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 2021/22 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.			N/A
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 2020/21, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2020/21 AGAR tick "not covered")			N/A
L. The authority publishes information on a free to access website/webpage up to date at the time of the internal audit in accordance with any relevant transparency code requirements	✓		
M. The authority, during the previous year (2020-21) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2020/21 AGAR (see AGAR Page 1 Guidance Notes).	✓		

O. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

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

06/05/2022 DD/MM/YYYY DD/MM/YYYY

BRAD J COOPER AUDITOR

Signature of person who carried out the internal audit

SIGNATURE REQUIRED

Date 06/05/2022

\*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 2021/22

We acknowledge as the members of:

ENTER NAME OF AUTHORITY

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 2022, that:

	Agreed		
	Yes	No*	'Yes' means that this authority:
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/YY

and recorded as minute reference:

MINUTE REFERENCE

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

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

## Section 2 – Accounting Statements 2021/22 for

ENTER NAME OF AUTHORITY

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	
<b>1.</b> Balances brought forward			<i>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.</i>
<b>2.</b> (+) Precept or Rates and Levies			<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
<b>3.</b> (+) Total other receipts			<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
<b>4.</b> (-) Staff costs			<i>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.</i>
<b>5.</b> (-) Loan interest/capital repayments			<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
<b>6.</b> (-) All other payments			<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
<b>7.</b> (=) Balances carried forward			<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
<b>8.</b> Total value of cash and short term investments			<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b></i>
<b>9.</b> Total fixed assets plus long term investments and assets			<i>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.</i>
<b>10.</b> Total borrowings			<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
<b>11.</b> (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A
			<i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.</i>
			<i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2022 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/YY

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

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

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

SIGNATURE REQUIRED

**Tydd St Giles Parish Council**  
**NOTICE OF PUBLIC RIGHTS AND PUBLICATION**  
**OF UNAUDITED ANNUAL GOVERNANCE &**  
**ACCOUNTABILITY RETURN**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022**

**Local Audit and Accountability Act 2014 Sections 26 and 27**  
**The Accounts and Audit Regulations 2015 (SI 2015/234)**

**NOTICE**

- 1. Date of announcement - 1 June 2022**
- 2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review.**

Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2022, these documents will be available on reasonable notice by application to:

**D A Gibbs, Clerk & RFO**  
**01945 870083**  
**[clerk@tyddstgilesparishcouncil.org.uk](mailto:clerk@tyddstgilesparishcouncil.org.uk)**

commencing on **Monday 13 June 2022**

and ending on **Friday 22 July 2022**

- 3. Local government electors and their representatives also have:**
  - The opportunity to question the appointed auditor about the accounting records; and
  - The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.

The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.

- 4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is:**

**PKF Littlejohn LLP (Ref: SBA Team)**  
**15 Westferry Circus**  
**Canary Wharf**  
**London E14 4HD**  
**[sba@pkf-l.com](mailto:sba@pkf-l.com)**

- 5. This announcement is made by D A Gibbs, Clerk & RFO**

The Chairman  
C/o Clerk to the Parish Council  
Tydd St Giles Parish Council

9<sup>th</sup> March 2022

Dear Councillor Thomas Doyle,

As you may be aware Citizens Advice Rural Cambs is a registered independent local charity that provides free and impartial advice to local residents who need help and support with issues affecting their lives and those of their families.

Over the past year we have seen an increase in requests for help with income maximisation, and benefits and we expect to see a huge increase in debt management, money advice, employment and housing issues in near future.

Whilst we are grateful for the funding we receive from Huntingdonshire and Fenland District Councils, the amount we receive has remained static and is not sufficient to meet the growing demand for our services. We recognise that District Councils have numerous calls on their resources and therefore have looked at supplementary funding from Town and Parish Councils over recent years with some success. We have secured funding from St Neots, Chatteris, Whittlesey and St Ives Town Councils on an annual basis to provide face to face by appointment advice services one day a week in their localities. We already have in place a Digital Contact Centre based in Huntingdon that residents across rural Cambridgeshire can use via our Freephone telephone number and web chat Monday to Friday 9.30am to 3.30pm as well as providing access to a website 24/7 and which also facilitates enquiries by email.

If as a Council you would be prepared to consider supporting us then we would welcome a donation so that we can carry on providing the level of service helping to support our local residents.

Please be assured that we will continue to provide advice and support to local residents via the Digital Contact Centre 5 days a week, as well as through our face to face sessions (this is by an appointment following a telephone assessment) in locations across the area covered by Citizens Advice Rural Cambs.

A copy of our last Annual Report is attached for your further information.

Yours sincerely,



**Nick Blencowe**  
**Chief Officer**

**Citizens Advice Rural Cambs is the operating name of Rural Cambs Citizens Advice Bureau Ltd**

Registered office: Eastfield House, 5 Latham Road,  
Huntingdon, PE29 6YG  
Charity Registration No: 1146277

Registered in England and Wales No: 07931354  
Authorised and regulated by the Financial Conduct  
Authority : Registration No: 617718

**PATRON :** HRH The Princess Royal