

Coddenham Parish Council



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To All Parish Councillors

You are hereby summoned to attend the Parish Council Meeting to be held on **Thursday 19 March 2020**, scheduled for 7.30pm, in the Foyer of the The Coddenham Centre, when the under-mentioned business will be transacted.

Sue Frankis

Clerk to the Council & Proper Officer

CODDENHAM PARISH COUNCIL - ORDINARY MEETING **Thursday 19 March 2020** **AGENDA**

- 1) To **RECEIVE** apologies for absence.
- 2) To **RECEIVE** any Declarations of Interest or Delegated Dispensation decisions or to **APPROVE** such dispensation requests as needed
- 3) To **CONSIDER** views from members of the public and councillors to be passed to MSDC Planning Officer in response to his suggestion that planning permission be granted for one dwelling in the garden of the Dukes Head linked to refurbishment of the pub building
- 4) To **RECEIVE** reports from the County and District Councillors
- 5) To **RECEIVE and CONFIRM** the Minutes of the Parish Council meeting held on 23 January 2020
- 6) To **CONSIDER** any matters arising from the Minutes of the Parish Council meeting held on 23 January 2020
- 7) To **RECEIVE and CONFIRM** the Minutes of the Planning Committee meeting held on 17 February 2020
- 8) To **CONSIDER** any matters arising from the Minutes of the Planning Committee meeting held on 17 February 2020
- 9) To **RECEIVE** an update from the CPC CIO Management Group representative
- 10) FINANCE:
 - i) to **APPROVE** the Schedule of Payments for February & March 2020
 - ii) to **AGREE** the bank statement as at 31 January & 29 February 2020
 - iii) to **AGREE** to renew the SLCC membership (£100)
- 11) To **CONSIDER** S137 requests received from i) Suffolk Neighbourhood Watch and ii) SARS
- 12) To **RECEIVE and APPROVE** the Financial Risk Assessment and Management Report for the period 1 April 2019 to 31 March 2020
- 13) To **RECEIVE and APPROVE** the Internal Control Statement for the year ending 31 March 2020
- 14) To **RECEIVE and APPROVE** the Internal Control Report as at 26 February 2020
- 15) To **RECEIVE** the Clerk's Report

- 16) MSDC Locality Award Application
- 17) To **CONSIDER and APPROVE** a claim for expenses received from Mr I Jeffrey
- 18) To **CONSIDER and AGREE** appointment of Mr I Jeffrey to manage Broom Hill and Mr C Hardy to manage Mill Hill (Terms of Reference)
- 19) To **AGREE** the 2020/21 Norse Grounds Maintenance Contract
- 20) To **ADOPT** a CPC Tree Policy
- 21) Annual CPC Tree Report
- 22) To **ADOPT** the Risk Management Strategy 2020
- 22) To **ADOPT** a CPC Privacy Statement
- 24) To **ADOPT** a CPC Privacy Notice for Staff, Cllrs & Role Holders
- 25) To **ADOPT** a CPC 'General' Privacy Notice (for publication on the website)
- 26) To **ADOPT** a CPC SAR Procedure
- 27) To **ADOPT** a CPC SAR Policy
- 28) To **ADOPT** a CPC Grievance Policy & Procedure
- 29) To **ADOPT** a CPC Disciplinary Procedure
- 30) To **ADOPT** CPC Disciplinary Rules
- 31) To **ADOPT** a CPC Dispensation Policy
- 32) To **ADOPT** a CPC Allotment Garden Tenancy Agreement
- 33) To **CONFIRM** the date of the next meeting of the Parish Council – 16 April 2020 at 7.30pm
- 34) Matters raised by members, including matters for consideration at the next Parish Council meeting