

# 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 23 January 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

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## **CODDENHAM PARISH COUNCIL - ORDINARY MEETING** **Thursday 23 January 2020** **AGENDA**

- 1) 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** comments from Residents of the Parish on current agenda items
- 4) To **RECEIVE** reports from the County and District Councillors
- 5) To **RECEIVE and CONFIRM** the Minutes of the Parish Council meeting held on 28 November 2019
- 6) To **CONSIDER** any matters arising from the Minutes of the Parish Council meeting held on 28 November 2019
- 7) To **RECEIVE** an update from the CPC CIO Management Group representative and to **RECEIVE** clarification of minute no: 19/20 105.
- 8) PLANNING: to **CONSIDER** application no: DC/19/05762; FPA – erection of detached stable block, Long Meadow Barn, Needham Road, Coddenham
- 9) FINANCE:
  - i) to **APPROVE** the Schedule of Payments for December 2019 & January 2020
  - ii) to **AGREE** the bank statement as at 30 November & 31 December 2019
  - iii) to **RECEIVE** notification of VAT Reclaim for the period 1 October to 31 December 2019, £1,455.70
  - iv) to **AGREE** an additional bank signatory
  - v) to **AGREE** to set up a DD mandate for the HP Instant Ink subscription
  - vi) to **CONSIDER** S137 request received from Suffolk Neighbourhood Watch
- 10) To **RECEIVE** the RFO's Report
- 11) To **AGREE** a revised 2020-21 Budget, if necessary and to set the 2020-21 Precept
- 12) HIGHWAYS ISSUES:
  - i) to **CONSIDER** Rights of Way signage at the bridge
  - ii) to **CONSIDER** correspondence received re.
    - a) Traffic issues o/s 3, School Road

b) Danecroft, High Street  
iii) to **CONSIDER** usage of through roads by military vehicles

- 13) To **AGREE** to undertake the annual internal audit of the accounting records and control system and to **PREPARE** the 'Internal Control Statement for the Year Ending 31 March 2020'
- 14) To **CONSIDER AND AGREE** options for the Coddenham Parish Council Newsletter and Website
- 15) To **AGREE** to request MSDC undertake a Community Governance Review
- 16) To **ADOPT** a CPC Tree Policy
- 17) Annual CPC Tree Report
- 18) To **AGREE** to renew the OneSuffolk Website Hosting subscription from 1 November 2019
- 19) To **ADOPT** revised CPC Financial Regulations
- 20) To **ADOPT** revised CPC Standing Orders
- 21) To **ADOPT** a CPC Records Management & Documentation Retention Policy
- 22) To **CONSIDER AND AGREE** 2020/21 CPC meeting dates
- 23) To **CONFIRM** the date of the next meeting of the Parish Council – 19 March 2020 at 7.30pm
- 24) Matters raised by members, including matters for consideration at the next Parish Council meeting
- 25) **CONFIDENTIAL ITEM** – In pursuance of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public shall be excluded for the next item(s) of business on the grounds that it is likely to be prejudicial to the public interest by reason of the confidential nature of the business to be transacted
- 26) Staffing matters