

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 **Tuesday 17 November 2020**, scheduled for 7.30pm, when the under-mentioned business will be transacted.

This meeting is to be held in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. As a member of the public, if you would like to attend the meeting via remote access, please contact the Clerk by 5pm on Monday, 16 November 2020.

Sue Frankis

Clerk to the Council and Proper Officer

Tuesday, 17 November 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** 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 17 September 2020
6. To **CONSIDER** any matters arising from the Minutes of the Parish Council meeting held on 17 September 2020
7. To **CONSIDER** and **AGREE** Councillor representative to the Coddenham COVID-19 Response Group
8. To **RECEIVE** an update from the Coddenham Parish Council Coddenham Centre Management Group representative
9. FINANCE: i) to **APPROVE** the Schedules of Payments for October and November 2020
 - ii) to **AGREE** the bank statement balances as at 30 September and 31 October 2020
 - iii) to **RECEIVE** the Budget and Precept reports as at 30 September and 31 October 2020
 - iv) to **AGREE** to transfer CIL Reserve £223.56 to the General Fund and £2,200 from the Noticeboard Reserve fund to the General Fund (as payment of the Parish Council noticeboard and recreation ground fencing)
 - v) to **AGREE** VAT reclaim of £461.89

- vi) to **AGREE** the 2021/22 budget and precept, including the CIO LGA 1972 s19(3) request
- vii) to **AGREE** to write-off bad debts (Parish Council Spring Newsletter Advertising – Town and Village Properties, £15; Cleaning Made Easy, £15: Britcar, £15) and to **CONSIDER** and **AGREE** to refund Palmers Plumbing and Heating £15.

- 10. To **RECEIVE** an update on the MSDC Business Rates Demand and to **AGREE** actions as required
- 11. To **RECEIVE** the Clerk's Report
- 12. To **RECEIVE** the Planning Schedule as at 31 October 2020
- 13. To **RECEIVE** the findings of the Review of the System of Internal Controls and to **AGREE** the councillor to undertake the next review
- 14. To **CONSIDER** and **AGREE** the publication of the Parish Council Newsletter
- 15. To **AGREE** additional bank signatory(ies)
- 16. To **CONSIDER** and **AGREE** the Mid Suffolk Citizens Advice Bureau grant request
- 17. 'Quiet Lanes Suffolk' Scheme
- 18. To **RECEIVE** the Churchyard Report, including church wall repairs and to **AGREE** actions as required
- 19. Local Government Boundary Commission Consultation on draft recommendations on division boundaries for Suffolk County Council
- 20. To **AGREE** the volunteer role of Mr C Hardy
- 21. To **AGREE** re-location of existing dog litter bin
- 22. To **AGREE** membership of the Parish Council Working Groups
- 23. To **AGREE** to undertake the Clerk' Annual Review
- 24. To **AGREE** support for the River Gipping Trust
- 25. To **CONFIRM** the date of the next meeting of the Parish Council – 21 January 2021 at 7.30pm
- 26. Matters raised by members, including matters for consideration at the next Parish Council meeting