

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, 20 January 2022**, scheduled for **7.30pm**, at the **Foyer of The Coddenham Centre**, when the under-mentioned business will be transacted.

Sue Frankis

Clerk to the Council and Proper Officer

Thursday, 20 January 2022

AGENDA

1. The Parish Council meeting of 18 November 2021 was not quorate; all decisions and resolutions made need to be 'restated' as follows-
 - i. Agenda 1 / draft minute 242: To **RECEIVE** Apologies for Absence
The Council resolved to receive the apologies from Cllr Denning for his absence due to work commitments, Cllr Fawdry for her absence due to a personal circumstance and Cllr Groom for his absence due to a personal / charity commitment.
 - ii. Agenda 6 / draft minute 247: To **RECEIVE** and **CONFIRM** the Minutes of the Parish Council meeting held on 16 September 2021
The minutes of the meeting, having been circulated to the Council prior to the meeting, were confirmed and signed as a true and accurate record of the meeting.
 - iii. Agenda 11(i) / draft minute 252(i): To **APPROVE** the Schedule of Payments for October and November 2021
The Council unanimously approved the October schedule of payments for £6,918.82 net of VAT and the November schedule of payments for £320.28 net of VAT.
 - iv. Agenda 11(ii) / draft minute 252(ii): To **AGREE** the Bank Statement Balances and to **RECEIVE** the Budget and Precept Reports for September and October 2021
The bank statements had been scanned and circulated to the Council prior to the meeting; the Budget and Precept Reports for September and October 2021 had been circulated to the Council prior to the meeting. The Council agreed that the bank balances of £48,956.70 and £8,017.11 and £41,331.88 and £8,017.11 as reported, agreed to the bank statements.
 - v. Agenda 11(iv) / draft minute 252(iv): To **CONSIDER** Grant Requests

*The Council agreed to award a grant of £100.00 to Citizens Advice Mid Suffolk.
The Council agreed to award a grant of £50.00 to Suffolk Accident Rescue Service.
The Council agreed not to award a grant to BSEVC.*

- vi. Agenda 12 / draft minute 253: To **CONSIDER** Planning Matters, including Receipt of the October 2021 Planning Schedule and Consideration of Application DC/21/05596, Land at Pipp's Ford, A14 Slip Off to A140, Coddensham IP6 8LJ

The Parish Council unanimously agreed to object to planning application DC/21/05596 and to submit a recommendation of refusal.

- vii. Agenda 13 / draft minute 254: Autumn / Winter 2021 Parish Council Newsletter
The Council unanimously agreed to accept the quote received from Gipping Press for £93.00.

- viii. Agenda 16 / draft minute 256: Clerk's Appraisal
Cllrs Fawdry and Peacock are to undertake the Clerk's Annual Appraisal.

- ix. Agenda 17 / draft minute 257: To **AGREE** the Councillor to Undertake the Next Review of the Systems of Internal Control
Cllr Denning is to undertake the next quarterly Review of the Systems of Internal Control.

2. To **RECEIVE** apologies for absence
3. To **RECEIVE** any Declarations of Interest or Delegated Dispensation decisions or to **APPROVE** such dispensation requests as needed
4. To **RECEIVE** comments from residents of the parish on current agenda items
5. To **RECEIVE** reports from the County and District Councillors
6. To **RECEIVE** the report from the Coddensham Centre
7. To **RECEIVE and CONFIRM** the Minutes of the Parish Council meeting held on 18 November 2021
8. To **CONSIDER** any matters arising from the Minutes of the Parish Council meeting held on 18 November 2021
9. To **RECEIVE** an update from the Coddensham Parish Council Highways Working Group and to **AGREE** actions as required, including SCC road/traffic improvements for Coddensham and B1078 Grass Cutting and White Lining
10. To **RECEIVE** the Churchyard Report, including church wall repairs and tree works and to **AGREE** actions as required
11. To **AGREE** to adopt the CPC St Mary's Closed Churchyard Policy
12. To **RECEIVE** the St Marys Closed Churchyard Risk Assessment and to **AGREE** Actions as Required
13. To **RECEIVE** an update on the MSDC Business Rates Demand and to **AGREE** actions as required
14. FINANCE: i) to **APPROVE** the Schedule of Payments for December 2021 and January 2022
ii) to **AGREE** the bank statement balances and to **RECEIVE** the Budget and Precept Reports for November and December 2021
iii) to **AGREE** the 2022/23 budget and precept, including consideration of the Coddensham Centre CIO grant request

- iv) To **AGREE** to transfer £6,424.08 from the PWLB 2021/22 Repayment (earmarked) Reserve to the General Fund

15. To **CONSIDER** Application for Co-option as Member to Coddensham Parish Council
16. To **CONSIDER** planning matters, including receipt of the December 2021
17. To **AGREE** revised quote for printing of the Autumn / Winter 2021 Parish Council Newsletter
18. To **AGREE** to dispose of records and documents in accordance with the Parish Council policy
19. To **RECEIVE** the draft schedule of works at Broomhill, Coddensham and to **AGREE** actions and expenditure
20. To **RECEIVE** the Mill Hill Risk Assessment and to **CONSIDER** any Actions
21. Coddensham Parish Council Governance Review
22. The Queen's Platinum Jubilee
23. Clerk's Appraisal
24. To **RECEIVE** the Findings of the Quarterly Review of the Systems of Internal Controls
25. To **AGREE** the 2022/23 Parish Council meeting dates, including the Annual Parish Council meeting and the 2022 Annual Parish meeting as:
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| Annual Parish Meeting | 5 May 2022 |
| Annual Parish Council Meeting | 12 May 2022 |
| Parish Council Meeting | 14 July 2022 |
| Parish Council Meeting | 15 September 2022 |
| Parish Council Meeting | 17 November 2022 |
| Parish Council Meeting | 19 January 2023 |
| Parish Council Meeting | 16 March 2023 |
26. The date of the next meeting of the Parish Council, 17 March 2022
27. Matters raised by members, including matters for consideration at the next Parish Council meeting