

Coddenham Parish Council



Maggie Burt, Parish Clerk

E: clerk.coddenhampc@gmail.com

Telephone: 07548 152181

Correspondence: 4 Webbs Cottages,
School Lane, Coddenham IP6 9PT

www.coddenhampc.org.uk

To All Parish Councillors

You are hereby summoned to attend the **Parish Council Meeting** to be held on 18 March 2026 scheduled for 7.30pm, at The Coddenham Centre, when the under-mentioned business will be transacted

Maggie Burt
Clerk to the Council and Proper Officer

AGENDA

1. **APOLOGIES**

To **RECEIVE** and **APPROVE** apologies for absence

2. **DECLARATIONS OF INTEREST**

To **RECEIVE** any Declarations of Interest or Delegated Dispensation decisions or to **APPROVE** such dispensation requests as needed

3. **PUBLIC FORUM**

- a. To **RECEIVE** comments from residents of the parish on current agenda items
- b. To **RECEIVE** reports from the County and District Councillors

4. **PLANNING**

- a. To **CONSIDER** the current planning schedule and to **AGREE** actions as required

5. **PARISH COUNCIL MEETING**

- a. To **RECEIVE** and **CONFIRM** the minutes of the Parish Council meeting held on 7 January 2026
- b. To **CONSIDER** any matters arising from the minutes of the Parish Council meeting held on 7 January 2026.

6. **HIGHWAYS**

- a. To **RECEIVE** an update from the Highways Working Group and to **AGREE** actions as required
- b. To **RECEIVE** an update on the Speed Indicator Device data and to **AGREE** actions as required

7. **GREEN SPACES**

- a. To **RECEIVE** the Report from the Broom Hill Trust and to **AGREE** actions as required
- b. To **RECEIVE** the Report from the Mill Hill, Three Cocked Hat and Allotments Working Groups and to **AGREE** actions as required
- c. To **CONSIDER** the revised Allotment Tenancy Agreement and formally approve it for **ADOPTION**
- d. To **CONSIDER** the currently vacant allotment plot and the general allocation of plots and to **AGREE** actions as required
- e. To **CONSIDER** application for Community Nature Recovery Grant funding to enhance the green spaces in the parish

8. **CLOSED CHURCHYARD**

- a. To **RECEIVE** the report regarding the Closed Churchyard and **AGREE** actions as required

- b. To **RECEIVE** the report regarding the Closed Churchyard wall project and **AGREE** actions as required

9. FINANCE

- a. To **APPROVE** the Schedules of Payments for January and February 2026
- b. To **AGREE** the bank statement balances and to **RECEIVE** the Budget and Precept Reports for November and December 2025 and for January and February 2026
- c. To **RECEIVE** the report of grants received and expenditure thereof and **AGREE** actions as required
- d. To **CONSIDER** the report on Expenditure over £500 Q1-Q3 2026 and **AGREE** actions as required

10. POLICY REVIEW

- a. To **CONSIDER** drafts of the following policies and to **ADOPT** the same
 - i. Lone Worker Policy
- b. To **CONSIDER** drafts of the following Risk Assessments and **APPROVE** the same
 - i. Litter Picking
 - ii. Churchyard
 - iii. Grass Cutting
 - iv. Mowing & Strimming
 - v. Broom Hill & Mill Hill Working Party
- c. To **CONSIDER** the revised Policy Review Schedule and **AGREE** actions as required

11. THE CODDENHAM CENTRE

To **NOTE** the s106 Funding Notification from The Coddendam Centre

12. ANNUAL PARISH MEETING

To **CONSIDER** topics to be included in the Agenda for the Annual Parish Meeting on 22 April 2026 and **AGREE** actions as required

13. SLCC MEMBERSHIP RENEWAL

To **CONSIDER** renewal of membership of the Society of Local Council Clerks and **AGREE** actions as required

14. NEXT MEETING

- a. To **CONFIRM** the date of the next meeting of the Parish Council as 13 May 2026, which will be the Annual Parish Council meeting
- b. To **CONSIDER** matters raised by members of the public, including matters for consideration at the next Parish Council meeting