

# Coddenham Parish Council



**Sue Frankis, Parish Clerk**  
E: [clerk.coddenhampc@gmail.com](mailto:clerk.coddenhampc@gmail.com)  
Telephone: 07548 152181  
Correspondence: 24 Church Crescent  
SPROUGHTON, IP8 3BJ

To All Parish Councillors

You are hereby summoned to attend the Parish Council Meeting to be held on **Thursday 14 May 2020**, scheduled for 7.30pm, when the under-mentioned business will be transacted.

This meeting is being 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 Wednesday, 13 May 2020.

*Sue Frankis*

Clerk to the Council & Proper Officer

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## **CODDENHAM PARISH COUNCIL - ORDINARY MEETING** **Thursday 14 May 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 16 April 2020
- 6) To **CONSIDER** any matters arising from the Minutes of the Parish Council meeting held on 16 April 2020
- 7) To **RECEIVE** an update from the Coddenham COVID-19 Response Group representative
- 8) To **RECEIVE** an update from the CPC CIO Management Group representative
- 9) FINANCE:
  - i) to **APPROVE** the Schedule of Payments for May 2020
  - ii) to **AGREE** the bank statement as at 30 April 2020
  - iii) to **APPROVE** the Year End Accounts as at 31 March 2020
  - iv) to **ALLOCATE** the General Fund as at 31 March 2020
  - v) to **APPROVE** Sections 1 and 2 of the 2019/20 AGAR
  - vi) to **RECEIVE** the SALC 2019/20 Internal Audit Report and Recommendations
- 10) To **CONSIDER and AGREE** a New CPC Digital Presence Platform
- 11) To **RECEIVE** an update on the MSDC Business Rates Demand and to **AGREE** actions as required
- 12) To **RECEIVE** the Clerk's Report
- 13) To **RECEIVE** the Planning Schedule as at 30 April 2020

- 14) To **RE-CONSIDER and AGREE** investment in the Information (Telephone) Box
- 15) To **ADOPT** a Volunteer's Agreement – Terms of Reference
- 16) To **AGREE** to suspend the CPC Co-option Policy; To **AGREE** to nominate candidates to fill Council vacancies
- 17) To **ADOPT** a CPC Filming, Videoing, Photography and Audio Recording Policy
- 18) To **ADOPT** a CPC Electronic Communication and Social Media policy
- 19) To **ADOPT** a CPC Information Security Incident Policy
- 20) To **ADOPT** a CPC Equality & Diversity Policy
- 21) To **ADOPT** the Power of Competency
- 22) To **RE-AFFIRM** Mrs Susan Frankis as CPC RFO, in accordance with s.151 of the LGA 1972
- 23) To **RE-SCHEDULE** the Annual Parish Meeting
- 24) To **CONFIRM** the date of the next meeting of the Parish Council – 16 July 2020 at 7.30pm
- 25) Matters raised by members, including matters for consideration at the next Parish Council meeting