

# 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, 15 July 2021**, 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

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Thursday, 15 July 2021

## 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 Annual Parish Council meeting held on 6 May 2021
6. To **CONSIDER** any matters arising from the Minutes of the Annual Parish Council meeting held on 6 May 2021
7. To **CONSIDER** any matters raised by parishioners at the Annual Parish Meeting held on 6 May 2021
8. To **RECEIVE** an update from the Coddenham Parish Council Coddenham Centre Management Group representative
9. To **RECEIVE** the Churchyard Report, including church wall repairs and tree works and to **AGREE** actions as required
10. To **RECEIVE** an update on the MSDC Business Rates Demand and to **AGREE** actions as required
11. FINANCE: i) to **APPROVE** the Schedule of Payments for May, June and July 2021  
ii) to **AGREE** the bank statement balances and to **RECEIVE** the Budget and Precept Reports as at 31 May and 30 June 2021

12. To **AGREE** the SALC Internal Audit 2020/21 Action Plan and Responses to Recommendations Raised
13. To **AGREE** the Coddendam Parish Council Effectiveness of Internal Audit 2021/22
14. To **RECEIVE** the findings of the Review of the System of Internal Controls
15. Women's Tour Cycling Event, Saturday 9 October 2021; 'Queen of the Mountains' Stage - Coddendam
16. To **CONSIDER** planning matters
17. To **ADOPT** updated Coddendam Parish Council policies (appendix 'A')
18. To **RECEIVE** a report on the litter pick and to **CONSIDER** making this a permanent event
19. To **AGREE** to dispose of records and documents in accordance with the Coddendam Parish Council Document Retention Policy
20. The date of the next meeting of the Parish Council, 16 September 2021
21. Matters raised by members, including matters for consideration at the next Parish Council meeting

#### APPENDIX 'A'

- i. To **ADOPT** a revised and updated Accident Reporting Policy and Procedure
- ii. To **ADOPT** a revised and updated Reserves Policy
- iii. To **ADOPT** a revised and updated Media Policy
- iv. To **ADOPT** a revised and updated Grant Awarding Policy
- v. To **ADOPT** a revised and updated Investment Strategy
- vi. To **ADOPT** a revised and updated Gifts and Hospitality Policy
- vii. To **ADOPT** a revised and updated Community Engagement Strategy
- viii. To **ADOPT** revised and updated Standing Orders
- ix. To **ADOPT** revised and updated Financial Regulations
- x. To **ADOPT** a revised and updated Publication Scheme
- xi. To **ADOPT** a revised and updated General Data Protection Policy
- xii. To **ADOPT** the Risk Management Register 2021