

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, 24 November 2022, scheduled for 7.30pm**, when the under-mentioned business will be transacted.

Sue Frankis

Clerk to the Council and Proper Officer

Thursday, 24 November 2022

AGENDA

1. To **RECEIVE** and **APPROVE** apologies for absence
2. To **RECEIVE** any Declarations of Interest or Delegated Dispensation Decisions and to **APPROVE** such dispensation requests, as received before the meeting
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. To **RECEIVE and CONFIRM** the Minutes of the Parish Council meeting held on 13 October 2022
5. To **CONSIDER** any matters arising from the Minutes of the Parish Council meeting held on 13 October 2022
6. FINANCE:
 - a) to **APPROVE** the Schedules of Payments for October and November 2022
 - b) to **AGREE** the bank statement balances and to **RECEIVE** the Budget and Precept Report for October 2022
 - c) to **AGREE** to transfer £32.92 from the budget heading 'Insurance' to the budget heading 'Web Fees'; £0.08 from the budget heading 'Clerk's Salary' to the budget heading 'Web Fees'; £64.80 from the budget heading 'Waste Management' to the budget heading 'Equipment Repair / Maintenance'; £19.53 from the budget heading 'Clerk's Salary' to the budget heading 'Equipment Repair / Maintenance'
 - d) to **AGREE** additional bank signatories
7. To **AGREE** the Street Lighting on/off Times
8. Finance Working Group – to **CONSIDER** 2023/24 Budget and Precept, including grant award to The Coddenham Community Centre

9. To **RECEIVE** the report from the Coddendam Parish Council Coddendam Centre Management Group representative
10. To **RECEIVE** an update from the Highways Working Group and to **AGREE** actions as required
11. To **RECEIVE** the Planning Schedule October 2022
12. To **RECEIVE** the Churchyard Report and to **AGREE** actions as required
13. To **RECEIVE** the St Mary's Closed Churchyard Risk Assessment and to **AGREE** actions as required
14. MILL HILL, BROOM HILL AND ALLOTMENT WORKING GROUP
 - a) to **RECEIVE** reports
 - b) to **CONSIDER** the Broom Hill trust arrangements and to **AGREE** actions as required
 - c) to **AGREE** formation of a Mill Hill Management Group
 - d) to **AGREE** the budget and purchase of a new warning sign for Mill Hill
15. Parish Council 'Drop-in Surgeries'
16. To **RECEIVE** and **AGREE** the Review of the Effectiveness of the Systems of Internal Controls
17. Review of Dog Litter and Waste Bins and to **AGREE** Actions as Required
18. Autumn Parish Council newsletter
19. To **AGREE** the Clerk's Salary Increase SCP 23 £14.67 to £15.67 an hour, backdated to 1 April 2022, as per the NALC Agreement and Increased Holiday Entitlement
20. To **RECEIVE** the report of the maintenance inspection of CPC physical assets
21. Parish Council Website
22. To **AGREE** S137 Grant Request – Mid Suffolk Citizens Advice Bureau
23. To **CONFIRM** the date of the next meeting of the Parish Council, 19 January 2023
24. Matters raised by members, including matters for consideration at the next Parish Council meeting