

# Coddenham Parish Council



**Maggie Burt, Parish Clerk**  
E: [clerk.coddenhampc@gmail.com](mailto:clerk.coddenhampc@gmail.com)  
Telephone: 07548 152181  
Correspondence: 4 Webbs Cottages,  
School Lane, Coddenham IP6 9PT  
[www.coddenhampc.org.uk](http://www.coddenhampc.org.uk)

To All Parish Councillors

You are hereby summoned to attend the **Parish Council Meeting** to be held on **Wednesday 3 January 2024**, scheduled for 7.30pm, at the Coddenham Centre Meeting Room, 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**: To **CONSIDER** planning matters, including receipt of the Planning Schedule for December 2023 and specifically to **AGREE** a response to:
  - a) DC/23/04091 - FUL: **Reconsultation Request** Installation of a mobility lift to allow access to the rear garden and erection of a front boundary wall  
**Location**: The Dukes Head Inn, High St, Coddenham, Ipswich Suffolk IP6 9PN  
**Comments to be submitted by 19 December 2023, extended to 5 January 2024**
  - b) DC/23/04446 - Erection of fence and gate, construction of tractor shed and greenhouse  
**Location**: Tyde Barn, The Green, Coddenham, Ipswich Suffolk IP6 9UN  
**Comments to be submitted by 27 December, extended to 5 January 2024**
  - c) DC/23/05332 - HA - Erection of single-storey side linked extension  
Internal and external works as per Design & Access/Heritage Statement (resubmission of DC/23/02424).  
**Location**: Coddenham Hall Cottage, Coddenham Hall Farm, High Street, Coddenham Ipswich  
**Comments to be submitted by 29 December 2023, extended to 5 January 2024**

d) DC/23/05317 - ALBC - Application for Listed Building Consent - Erection of single-storey side linked extension; Internal and external works as per Design & Access/Heritage Statement.

**Location:** Coddendam Hall Cottage, Coddendam Hall Farm, High Street, Coddendam Ipswich Suffolk

**Comments to be submitted by 29 December 2023, extended to 5 January 2024**

5. **PARISH COUNCIL MEETING**

a) To **RECEIVE** and **CONFIRM** the Minutes of the Parish Council meeting held on 14 November 2023

b) To **CONSIDER** any matters arising from the Minutes of the Parish Council meeting held on 14 November 2023

6. **CIL:** For **DECISION and RESOLUTION.** To consider the request from The Coddendam Centre to apply CIL funds in on / towards a dishwasher (following minute 105 from 17/10/19) and the recent request.

7. **HIGHWAYS**

a) To **RECEIVE** an update from the Coddendam Parish Council Highways Working Group and to **AGREE** actions as required.

b) To receive an **UPDATE** on communications with Suffolk Highways on Lower Road flooding and **AGREE** actions as required

c) To **CONSIDER** the installation of a traffic mirror outside the Community Shop and **AGREE** actions as required

8. **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 **RECEIVE** the Churchyard Report and to **AGREE** actions as required

9. **FINANCE**

a) to **APPROVE** the Schedules of Payments for September, November and (if available) December 2023

b) to **AGREE** the bank statement balances and to **RECEIVE** the Budget and Precept Reports for September, November and (if available) December 2023

c) to **CONSIDER** a donation to Citizens Advice Bureau

d) to **CONSIDER** and **APPROVE** the Budget for 2024/5 as presented in draft form to the meeting

10. **RISK REGISTER:** To **CONSIDER** and **APPROVE** the revised risk register for the Council as placed before the meeting

11. **RESILIENCE PLAN:** To **CONSIDER** and **APPROVE** the draft resilience plan for the Council as placed before the meeting

12. **EFFECTIVENESS OF SYSTEM OF INTERNAL CONTROLS:** To **CONSIDER** and **APPROVE** the report on the effectiveness of system of internal controls as placed before the meeting

13. **POTENTIAL DEVELOPMENT:** To **CONSIDER** adopting a standard approach to any potential new development of single or multiple residential or other e.g. renewable development in the parish and **AGREE** any actions

14. **GRIT BINS:** To **CONSIDER** a location for a further grit bin for the village and to **AGREE** actions as required
15. **STREET LIGHTING:** to receive an **UPDATE** on the proposed works to be undertaken to the street lighting
16. **NEXT MEETING**
  - a) To **CONFIRM** the date of the next meeting of the Parish Council to be held at 7.30pm on 14 March 2024 to be held at The Coddendam Centre
  - b) To **CONSIDER** matters raised by members, including matters for consideration at the next Parish Council meeting