

Issued: 30th June 2022

To: All Cottingham Parish Councillors

From: Ms Rachel Raj, Clerk to Cottingham Parish Council

Dear Councillors

You are hereby summoned to a meeting of Cottingham Parish Council to be held in the Village Hall Annex, Berryfield Road, Cottingham, LE16 8XB on **Wednesday 6th July 2022** at 7:00pm when the following business will be transacted.

Please will all attendees observe all current COVID-19 Safety Government Rule and Guidelines.

- 22/561** Receive and approve apologies for absence.
- 22/562** Receive declarations of interest under the Councils Code of Conduct relating to business on the agenda. *(Members should disclose any pecuniary interest in the business to be discussed and are reminded that, unless a dispensation has been granted, the disclosure of a Disclosable Pecuniary Interest will require that member withdraws from the meeting room during the transaction of that item of business).*
- 22/563** Receive and approve for signature the minutes of the Annual Parish Meeting and Parish Council Meeting held on Wednesday 1st June 2022.
- 22/564** Note of matters arising from the above minutes not included on this agenda for report only.
- 22/565** Report from North Northants Council.
- 22/566** Constabulary matters and Police Liaison update including:
- Report from police representative
 - Implementing the agreed procedure re: direct reporting (TR & GWR will speak to this matter)
- 22/567** Public participation *(Parishioners are invited to address the council. The duration of this session is at the discretion of the Chair, but will normally not exceed 15 minutes. Speakers should address their representations through the Chair of the meeting).*
- 22/568** Representative matters – including:
- a) feedback from outside meetings attended by Councillors or the Clerk during June
 - i. Village Shop Committee (GWR)
 - ii. Traveller issues with Tom Pursglove MP (GWR)
 - b) CPC membership matters
- 22/569** Reports from sub-committees, working groups and portfolio holders not included elsewhere on the agenda:
- Finance Working Group
 - The Mill Community Hub Board of Trustees.
 - Cottingham cum Middleton Village Hall Management Committee.
 - Community Engagement and Communications (incorporating PC Website) including:
 - Changing website platform & web services supplier

- Friends of Green Spaces
- Road Safety and Highways Working Group
- The Dale liaison group
 - tree planting area fencing
 - topping plans
 - removal of existing memorial tree fencing
- Footpath Warden
 - Warden's report
 - Update on path clearing
 - Update on campaign re: NNC and landowner responsibilities

22/570

Planning Sub-Committee

- a) Meetings during June.
- b) Little Meadow, Oakley Park & Peasdale Hill Field – Update on Appeals.

22/571

Village Environment/Maintenance

- a) flooding beneath verge Berryfield Road – impact on mowing
- b) dog poo offenders and CPC options/actions

22/572

General Parish Council matters

- a) Jubilee – quick review and feedback
- b) Proposed First Aid Training from North Northants First Responders.
- c) Consultations (NNC and other).
- d) Update on agreed actions re: walkabout, drain measuring etc

22/573

Governance -

- a) Policy and governance documents to be re-adopted 2022/23 (including: Standing Orders, Financial Regulations, Risk Assessment)
- b) Terms of reference for Committee meetings
- c) OLB update (may defer to end of meeting)

22/574

Councillor and Clerk matters (e.g., training, holidays, anticipated absences).

22/575

Finance.

- a) To pass a resolution to approve payment to be made as per schedule circulate prior to the meeting.
- b) Balances.
- c) Income Received / Invoices Raised.
- d) Audits – Internal audit received and acknowledged

22/576

Correspondence received and circulated.

22/577

Close and date of next meeting -

Proposed September Parish Council Meeting: Wednesday 7th September 2022 at 7pm (Cllr Grayson to Chair).



Ms R Raj

Clerk to Cottingham Parish Council.