

Issued: Wednesday 25<sup>th</sup> October 2023

To: All Cottingham Parish Councillors

From: Ms Rachel Faulkner, Clerk to Cottingham Parish Council

Dear Councillors

You are hereby summoned to a Parish Council Meeting of Cottingham Parish Council to be held in the Village Hall Annex, Berryfield Road, Cottingham, LE16 8XB on **Wednesday 1<sup>st</sup> November 2023** at 7pm when the following business will be transacted.

## **AGENDA**

- 23/812** Receive and approve apologies for absence
- 23/813** 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 by the Chair, the disclosure of a Disclosable Pecuniary Interest will require that member withdraws from the meeting room during the transaction of that item of business).*
- 23/814** Receive and approve for signature the minutes of the Parish Council Meeting held on Wednesday 4<sup>th</sup> October 2023.
- 23/815** Note of matters arising from the above minutes not included on this agenda for report only.
- 23/816** 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).*
- 23/817** Finance.
- a) To pass a resolution to approve payments to be made as per schedule circulated prior to the meeting.
  - b) Balances.
  - c) Income Received / Invoices Raised.
  - d) Update on spend year to date.
  - e) Clerk Pension scheme enrolment
  - f) Precept work to begin with the Finance Working Group, discuss if there are any projects or areas the council need to include their precept for 2024/25
- 23/818** Report from North Northants Council
- 23/819** Constabulary matters and Police Liaison update
- 23/820** Governance
- Review and accept the following policies shared with the council ahead of the meeting -
1. Training Policy
  2. Members Code of Conduct
  3. Complaint procedure

- 23/821** Planning Committee  
Receive and approve for signature the minutes of the Planning Sub Committee Meeting held on Wednesday 4<sup>th</sup> October 2023.  
Any further planning matters which require bringing to Council's attention.
- 23/822** Summary reports / updates from sub-committees, working groups and portfolio holders
- Finance Committee
  - Road Safety & Highways working group
  - Community Engagement and Comms (incorporating PC Website) working group  
Update on the current situation of the replacement website,
  - The Dale working group (and tree warden)  
Update on the quotations received to undertake work on the trees identified in the survey completed earlier this year.
  - Friends of Green Spaces (FroGS) working group
  - Footpath warden
  - The Mill Trustees Board & Village Hall Management Committee liaison
- 23/823** Village Maintenance / environment
- 23/824** General Parish Council matters including but not limited to:
- Councillor vacancy
  - Consultations
  - Welland Wanderer Bus Service, discuss the recent reports supplied by Cllr Grayson and Wilbarston PC Chair ahead of this meeting.
  - Cllr & Clerk matters (planned absence, training etc)
- 23/825** Correspondence to Council received by, and circulated by The Clerk
- 23/826** Close and date of next meeting:  
Proposed November Parish Council Meeting **Wednesday 6<sup>th</sup> December 2023 at 7:00pm.**



Mrs R Faulkner  
Clerk to Cottingham Parish Council.