



**CODDENHAM PARISH COUNCIL
MINUTES
Tuesday 11th September 2018**

In Attendance: Cllr. Burton, (Chair), Cllr. Burgess, Cllr. Fawdry, Cllr. Fowler, Cllr. Hardy, Cllr. Keeble, Cllr. Peacock, Cllr. Soanes, Cllr. West, and Mr Whitehouse, (Clerk).

1. To **RECEIVE** and **APPROVE** apologies for absence. Apologies were received and accepted from Cllr. Darell-Brown, Cllr. Lock and Cllr Hicks.
2. To **RECEIVE** any Requests for Dispensation on Declarations of Interest. Cllr Hardy and Cllr Soanes declared a pecuniary interest, as tenants of council allotments, in the matter under consideration in item 7. The Clerk advised that their interest could be considered insignificant under sect 97(5) of the LGA 1972, and both Councillors chose not to vote on the item. No other declarations were received.
3. To **CONSIDER** comments from residents of the Parish on current agenda items. None received.
4. To **RECEIVE** reports from Cllr Hicks and/or Cllr Passmore. Both Reports circulated and **Received**.
5. To **RECEIVE** and **CONFIRM** the Minutes of the Parish Council Meeting held on 26th July 2018. Further to discussions, in which item 12 of the draft minutes were further amended, the receipt of the minutes was **DEFERRED** until the October meeting.
6. To **RECEIVE** and **CONFIRM** the Minutes of the Extraordinary Parish Council Meeting held on 16th August 2018. Council **Confirmed** that the minutes were a true record of proceedings and the copy was signed by the chair.
7. To **CONSIDER** Matters Arising from previous minutes of the Parish Council Meetings

Cllr Hardy presented a report on the practicalities of installing a water supply to the allotments and proposed that Council resolves to submit an application to Anglian Water to determine the primary cost of installation of a water main to the allotments. Cllr Peacock noted that the cost would be disproportionate to the number of parishioners benefitting and suggested that a hose from a neighbouring property might suffice where users could reimburse the neighbour for water used. Cllr Burton suggested the installation of a large storage tank to collect water during the wetter months for use during the dryer months. Cllr Hardy agreed to withdraw his proposal pending further investigation into these suggestions.

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Cllr Hardy presented a report on the Maintenance of Trees on the Recreation Ground. Cllr Fowler commented that the Day Foundation have a contractor and that they may be interested in a joint arrangement. The Clerk was asked to obtain three quotes for the work required to make trees 1, 2 and 3 safe and to ask the same companies to quote for an annual inspection contract.

8. To **RECEIVE** a Report on the Conclusion of the Annual Audit. The Clerk reported that the annual External Audit of the Council's accounts for the 2017/18 year was completed on 3rd September 2018 and the Notice of Conclusion of the Annual Audit has been posted at the Village Hall and on the Village Website in accordance with the statutory requirements. The Chair proposed that Council accept and approve the Annual Return and the Certificate of Completion. **Agreed.**
Council **Received** the report.
9. To **CONSIDER** a proposal to donate funds raised from the 2018 Coddenham Fete. Cllr Burgess proposed that a sum of £1000 be donated to the charity 'St Elizabeth Hospice'. Seconded by Cllr Soanes. **Agreed.** Cllr Burgess proposed that a sum of £300 be donated to the charity 'Our Special Friends'. Seconded by Cllr Soanes. **Agreed.** Council noted that the final sum was still subject to audit pending further income and payments to suppliers and that the remainder of funds raised should be ringfenced for a community project still to be determined.
10. To **CONSIDER** Options for Creating a Charity to operate Coddenham Community Centre. Cllr Burton presented his report, explaining that he had inspected the council's archives and discovered documents relating to the legal advice given to the Council on the transfer of the proceeds from the sale of the old Parish Hall and on the VAT arrangements. He suggested a working group so that councillors could initially discuss with all interested parties, carry out web searches and define all the questions that they want answers to and report back to the October PC meeting. These questions would form a brief for the engaging professional advisors or for additional research by individual councillors. Any further professional or other advice required should be obtained by early January 2019 enabling a comprehensive paper to be presented to councillors (and public) no later than the February 2019 PC meeting, perhaps at an extraordinary meeting to consider this topic in depth rather than be under time pressure constraints at a regular PC meeting. Cllr Fawdry asked whether the working group could include non-councillors. Councillor Burton agreed that the working group could co-opt other who could help to move the project forward. Cllr Burton proposed that the Parish Council commits in principle to establishing a trust to administer the Coddenham Community Centre, considering the preferred options for the Council. Seconded by Cllr Fawdry. **Agreed** with 1 abstention. Cllrs Fawdry, Fowler and Peacock volunteered to form the working group. **Agreed.**
11. To **CONSIDER** Planning Applications and to **NOTE** Planning Decisions, including those received after publication of this agenda. No planning applications had been received and Council **noted** the planning decision reported.

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12. To **RECEIVE** the Clerk's report. The Clerk presented his report and added that he had received an email from the County regarding the formal agreement to be signed regarding the use of the Speed Indicator Device. This agreement includes indemnity from any action against the County, which the Clerk has referred to the Parish insurers. The Clerk also reported on the use of the Speed Indicator Device at the Village Fete offering visitors the opportunity to find out how fast they can run. The sign attracted a great deal of attention and many visitors asked questions and were keen to hear about how the sign would be used. More than 70 people took part and the maximum speed reached by two adult males was 15mls per hour. They both received a prize of a cake or a bottle of wine. One of the finalists, attempting to break his previous record, continued running past the sign, stumbling through the hedge on the north boundary of the recreation ground. The Clerk recommended that, if used next year, the Speed Sign should be situated in an alternative position with a longer run-out.
13. To **RECEIVE** questions from Councillors and agenda items for the next meeting. Cllrs asked about the possibility of additional sites around the village for the Speed Indicator Device and an update from Cllr Hicks on enforcement of the riparian owners' responsibilities along the water course.
14. To **CONFIRM** the date of the next meeting of the Parish Council. Thursday 18th Oct was confirmed as the date of the next meeting.

The meeting closed at 8.55pm.