



**CODDENHAM PARISH COUNCIL
MINUTES
Thursday 26th July 2018**

In Attendance: Cllr. Burton, (Chair), Cllr. Fawdry, Cllr. Soanes, Cllr. Fowler, Cllr. Keeble, Cllr. Peacock, Cllr. West, a Parishioner and Mr Whitehouse, (Clerk). Cllr Hicks attended before Item 12.

1. To **RECEIVE** and **APPROVE** apologies for absence. Apologies were received and approved from Cllr. Burgess, Cllr. Darell-Brown Cllr. Hardy, and Cllr. Lock.
2. To **RECEIVE** any Requests for Dispensation on Declarations of Interest. None received.
3. To **CONSIDER** comments from Parishioners on current agenda items. A parishioner asked what arrangements were in place for repairs to the bridge, following the recent vehicle impact damage and was advised that the repair works were scheduled to begin on Monday 30th July. It was reported that the driver has been interviewed by police and it is expected that the cost of repairs will be met from his insurance.
4. To **RECEIVE** a report from Cllr Hicks. A previously circulated report from Cllr Hicks' was **Received**.
5. To **RECEIVE** and **APPROVE** the Minutes of the Parish Council meeting, 24th May 2018 deferred from last meeting. Council noted that the draft minutes had been amended to reflect Council's consideration that the funding of remedial works to the land drain in Lower Road might be met by the Parish Council. The Minutes were **APPROVED**.
6. To **RECEIVE** and **APPROVE** the Minutes of the Parish Council meeting, 26th June 2018. The Minutes were **APPROVED**.
7. To **RECEIVE** progress reports on matters arising from previous meetings. Cllr Peacock advised that the proposed Dog Litter Bin / Bag Dispenser could be sited anywhere in the village and Council were content that it be placed on the existing pole at the entrance to St Mary's churchyard. Cllr Fowler reported on the responses from Councillors interested in attending the proposed training on Council Finances and suggested that the course scheduled for the 29th October at the SALC offices would be suitable. The Clerk was asked to reserve enough places for those wishing to attend on that evening. Council discussed the value of continuing to pursue remedies to the flooding problems on Lower Road and Choppins Hill and agreed that Cllr Hicks should be asked to attend a meeting prior to the next parish council meeting, to discuss options such as enforcement action on the riparian owners.
8. To **RECEIVE** a Report on the 'Understanding Village Halls and Playing Fields' seminar. The attending Councillors presented a paper outlining the seminar and proposed that the Council engage the seminar leader to prepare a report on the running of the Community and Sports Hall. Council discussed the proposal in some detail, referring to legal, practical and financial matters, following which the proposal, "that Robert Horn of groundworks.org.uk be engaged at a rate £50 per hour for a maximum of 10 hours to

Coddenham Parish Council - Minutes

549

prepare a report on alternative ways of running the Coddenham Community Centre and Sports Hall and its associated environs. Such maximum expenditure of £500 be taken from the current year budget of Hall reserves (Replacements) Reserve”, amended to read ‘Such maximum expenditure of £500 be taken from the Council’s General reserve’, was put to the vote, with three votes in favour and four against. The proposal was **Rejected**.

9. To **CONSIDER** a Proposal to Investigate the Provision of a Water Supply to the Allotments. Following discussion, in which it was emphasised that the proposal referred to the preparation of a Report to Council on the practical and financial matters relating to the supply of water to the allotments, Council **AGREED** to the proposal.
10. To **CONSIDER** a Recommendation from the Hall Management Committee to amend Standing Orders. Council received a report explaining that the Council’s Standing Order 4)d)vi) contradicted the Hall Committee’s Terms of Reference, item 2)a), in the appointment or election of the Chair of the Committee.
Following discussion, Council **AGREED** with the proposal to delete Standing Order 4)d)vi).
11. To **CONSIDER** consultation requests on current Planning Applications. The Clerk reported that a request for consultation on an application for listed building consent for internal alterations to a property had been received, which did not require consideration under the Council’s planning policy.

At this point Cllr Hicks arrived, and the Chairman called a short adjournment to discuss his report and related matters. During discussion on the proposed Gyrotory scheme Cllr Hicks thanked the Parish Council for its efforts in a full and successful consultation exercise and agreed with the Chairman that the returns showed little support for the proposal. Cllr Burton suggested that the matter be referred to the next meeting for consideration of the way forward. Cllr Hicks was advised on the Council’s concerns regarding the flooding in Lower Road. He responded that the County had determined that this was a low priority case and that there were no available funds to action any remedial works on the land drain. Councillors asked whether the County would enforce riparian owners’ responsibilities. He requested that Clerk send him an email on this point for him to follow up. Cllr Hicks was also asked to enquire on behalf of the Council about the installation of the support posts for the Speed Indicator Device. He asked for this to be included in the email referred to above. On Cllr Hicks departure the meeting was reconvened.

12. To **RECEIVE** the Clerk’s/RFO’s report. The Clerk tabled his report as read and responded to questions related to items such as the supply of ink for office printing and VAT records. Cllr Fowler asked that the Bank Reconciliation be reported as at the end of quarter date in line with the financial reports. The Bank reconciliation was deferred until next meeting. The RFO advised that he would provide a separate VAT report each quarter. Cllr Fowler asked from which budget the VAT bill would be met. A Councillor expressed her concern that the Clerk should be given notice of questions prior to the meeting in order that a considered answer can be provided to Council. Cllr Fowler asked that the Asset Register be amended to include the Clerk’s Office Printer. The Clerk’s report was **Received**.
13. To **RECEIVE** questions from Councillors and **NOTE** agenda items for the next meeting. None received.
14. To **CONFIRM** the date of the next meeting. The next meeting of the Parish Council was Confirmed as **Tuesday 11th September 2018** to which **Cllr Hicks** will be invited.

The meeting closed at 9.35pm.