

Coddenham Parish Council



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To All Parish Councillors

You are hereby summoned to attend the Parish Council Meeting to be held on **Thursday 16 April 2020**, scheduled for 7.30pm, when the under-mentioned business will be transacted.

This meeting is being held in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. As a member of the public, if you would like to attend the meeting via remote access, please contact the Clerk by 5pm on Wednesday, 15 April 2020.

Sue Frankis

Clerk to the Council & Proper Officer

CODDENHAM PARISH COUNCIL - ORDINARY MEETING **Thursday 16 April 2020** **AGENDA**

- 1) To **RECEIVE** apologies for absence.
- 2) To **RECEIVE** any Declarations of Interest or Delegated Dispensation decisions or to **APPROVE** such dispensation requests as needed
- 3) To **DECLARE** a councillor vacancy due to the resignation of Ms L Mitchell
- 4) To **CONSIDER** comments from residents of the Parish on current agenda items
- 5) To **RECEIVE** reports from the County and District Councillors
- 6) To **RECEIVE and CONFIRM** the Minutes of the Parish Council meeting held on 19 March 2020
- 7) To **CONSIDER** any matters arising from the Minutes of the Parish Council meeting held on 19 March 2020
- 8) To **RECEIVE** an update from the Coddenham COVID-19 Response Group representative
- 9) To **RECEIVE** an update from the CPC CIO Management Group representative
- 10) FINANCE:
 - i) to **APPROVE** the Schedule of Payments for April 2020
 - ii) to **AGREE** the bank statement as at 31 March 2020
 - iii) to **RECEIVE and APPROVE** the Year End Accounts as at 31 March 2020
 - iv) to **AGREE** the CIL Statement as at 31 March 2020
- 10) To **CONSIDER and AGREE** Options for a Parish Digital Presence
- 11) To **AGREE** an addendum to the Parish Newsletter Advertiser Invoices
- 12) Matters Undertaken with the Delegated Authority of the Chair, Vice-Chair and Clerk Requiring a Recorded Council Resolution:

i) Submission of a grant application to the Suffolk Community Foundation – Suffolk Coronavirus Community Fund – Project Name: Coddendam COVID-19 Response Group

13) To **RECEIVE** the Clerk's Report

14) To **RECEIVE** the Planning Schedule as at 31 March 2020

15) To **ADOPT** a CPC Health & Safety Policy

16) To **ADOPT** a CPC Lone Worker Policy

17) To **ADOPT** a CPC Complaints Procedure

18) To **AGREE** Clerk's hours of contract

19) To **CONFIRM** the date of the next meeting of the Parish Council – 14 May 2020 at 7.30pm

20) Matters raised by members, including matters for consideration at the next Parish Council meeting