To All Parish Councillors

You are hereby summoned to attend the **Parish Council Meeting** to be held on **Wednesday 6 November 2024**, scheduled for **7.30pm**, at The Coddenham Centre, when the under-mentioned business will be transacted

Maggie Burt

Clerk to the Council and Proper Officer

## AGENDA

1. **APOLOGIES:**

To **RECEIVE** and **APPROVE** apologies for absence

1. **DECLARATIONS OF INTEREST**:

To **RECEIVE** any Declarations of Interest or Delegated Dispensation decisions or to **APPROVE** such dispensation requests as needed

1. **PUBLIC FORUM:**
2. to **RECEIVE** comments from residents of the parish on current agenda items
3. to **RECEIVE** reports from the County and District Councillors
4. **PLANNING**:

To **CONSIDER** planning matters, including receipt of the current Planning Schedule.

1. **PARISH COUNCIL MEETING:**
2. To **RECEIVE** and **CONFIRM** the Minutes of the Parish Council meeting held on 2 September 2024
3. To **CONSIDER** any matters arising from the Minutes of the Parish Council meeting held on 2 September 2024
4. **HIGHWAYS:**
5. To **RECEIVE** an update from the Highways Working Group and to **AGREE** actions as required
6. To **CONSIDER** the issue of cattle escaping onto Church Road and to **AGREE** actions as required
7. **GREEN SPACES:**
8. To **RECEIVE** the Report from the Broom Hill Trust and to **AGREE** actions as required
9. To **RECEIVE** the Report from the Mill Hill, Three Cocked Hat and Allotments Working Groups and to **AGREE** actions as required
10. To **CONSIDER** the position of the previously unworked plot and **AGREE** actions as required
11. To **CONSIDER** a quote for hedge cutting and **AGREE** actions as required
12. **CLOSED CHURCHYARD**
13. To **RECEIVE** the report regarding the Closed Churchyard and **AGREE** actions as required
14. To **CONSIDER** repairs necessary to the Churchyard wall and **AGREE** actions as required
15. To **CONSIDER** a Tree survey of the Churchyard from Eastwood Tree Services.
16. To **CONSIDER** repairs necessary to the roof of the shed in the Closed Churchyard and **AGREE** such actions as required
17. **EFFECTIVENESS OF SYSTEM OF INTERNAL CONTROLS**

To **CONSIDER** and **APPROVE** the report on the effectiveness of system of internal controls as placed before the meeting

1. **FINANCE**
2. to **APPROVE** theSchedules of Payments for August, September and October 2024
3. to **AGREE** the bank statement balances and to **RECEIVE** the Budget and Precept Reports for August, September and October 2024
4. to **CONSIDER** the draft Budget for 2025-26 and **AGREE** such actions as required
5. to **REVIEW** the Expenditure over £500 report for Q2 2024 and **AGREE** actions as required
6. To **REVIEW** the list of Direct Debits payable and **AGREE** actions as required
7. To **CONSIDER** the future of the Brushcutter owned by the PC and recorded on the Asset Register
8. To **CONSIDER** a quote for a new Litter Pickers warning sign and **AGREE** actions as required
9. **AUDIT**

To **CONSIDER** the Report from the External Auditor and **AGREE** such actions as required

1. **HOUSING**

To **CONSIDER** the results of the Future Housing Needs Survey and **AGREE** actions as required, including their presentation to residents.

1. **INSURANCE**

To **APPROVE** the renewal of the Insurance Policy for 2024/25

1. **POLICY REVIEW**
2. To **AGREE** dates for the Policy Review and **AGREE** actions as required
3. To **REVIEW** the new Policy on Signage on Council Owned Lane and **AGREE** actions as required
4. To **CONSIDER** including in Standing Orders a definition of Vexatious Complaints and **AGREE** actions as required
5. **CHARITABLE DONATIONS**

To **CONSIDER** a request for funding from Lighthouse Women’s Aid and the Citizen’s Advice Bureau

1. **NEXT MEETING**
2. To **CONFIRM** the date of the next meeting of the Parish Council as 8 January 2025
3. To **CONSIDER** matters raised by members of the public, including matters for consideration at the next Parish Council meeting