

Coddington Parish Council
Minutes of the Meeting held on 4th July 2024 at 7.30pm
in the Village Hall

Present: Cllr Ayers (Chairman), Cllr Mosedale (Vice Chairman), Cllr Parrett, Cllr Allen, Cllr Jarvis, Cllr Armstrong, Cllr O'Donnell, Cllr Hudson, Cllr Brooks and the Clerk.

CPC 24-65 **To allow for public participation (limited to 15 minutes).**
One member of the public was present. They raised a query about a letter they'd received in February regarding permit parking on Post Office Row. The Council were not contacted and therefore couldn't offer any information however the clerk advised they'd email the department at NCC for an update.

CPC 24-66 **To receive updates form County and District Councillors.**
C.Cllr Lee was in attendance.
C.Cllr Lee advised he had nothing to report as was canvassing for the general election this month.
Cllr Lee advised County and District Councillors would formally need to be invited each month to meetings in order for them to come to Parish Meetings; sending a list of meeting dates would not be sufficient. A request to attend PC meetings will now be sent monthly.

----- The Parish Meeting formally commenced -----

CPC 24-67 **To consider any apologies for absence**
No apologies required.

CPC 24-68 **To record declarations of interest from members in any item to be discussed.**
No declarations made.

CPC 24-69 **To approve the minutes of the meeting held on 2nd May 2024 and the minutes held on the 6th June 2024 and to receive any updates.**
The minutes of the previous meetings were agreed and signed.

CPC 24-70 **Administration**

a. Valley View - update.

Clerk to contact about repair to fencing. Councillors advised they feel it is not yet fit for purpose as the hedge planted hasn't grown and requires infilling and the fence is not substantial.

b. Village Sign – update.

The sign is due to be finished any time now. It was agreed that a budget be set of £250 for the handyman, Dennis, to make a shelter for the sign.

c. To review 2023-2024 AGAR Documents – To receive and consider the internal Audit.

The Internal Audit was received and reviewed. This will appear on the September agenda to approve/action the suggested improvements.

d. To review the arrangements/advertising for the CVN

It was decided that each councillor was to work on finding additional advertising. The clerk is to enquire with the printers how to make the editions more cost effective.

e. To review the email systems

It was decided that councillors would look into a new system outlook/google/new software for cloud storage and emails would be linked to that account once agreed.

For now, councillors are to use the @coddington.org.uk email addresses.

**f. To review the Highly Recommended Document:
Grievance and Disciplinary Procedure**

It was unanimously agreed to adopt the new policy document. This will be uploaded to the website in due course.

**g. To review the Highly Recommended Document:
Training Policy**

It was unanimously agreed to adopt the new policy document. This will be uploaded to the website in due course.

h. To discuss the outcome of the Big Box Development meeting

The next stage of the development is archaeological testing. The Chairman has suggested and put them in touch with several local groups, that could benefit from funding support that the development is wishing to give to the local community.

i. To discuss and approve the formation of a Neighbourhood Plan

It was agreed to add Cllr Armstrong to the NP working group. It was agreed to submit the proposed neighbourhood area to Planning for designation. It was also agreed to start applying for grants for funding.

CPC 24-1

Finance

a. To consider use of CIL funds

The council agreed to increase the 50% of the cost of the hand dryers for the Village Hall to the sum of £1071.00 to cover the actual cost (as opposed to the cost of the quoted works).

It was proposed and seconded, and unanimously agreed, as per our standing orders, to extend the meeting time as the meeting was due to end at this point of the meeting.

b. To consider grant to the football club

The council discussed a request to grant money to the football club for a kit locker. The Chairman advised he had put them in touch with the people at the Big Box Development to fund that.

c. To receive and accept accounts for June 2024.

The clerk presented the cashbook which was signed by the Chair as a countersignature from the previous month. In September a 6 month review of the year will be presented.

d. To approve payments:

	£
Salaries	734.76
Land Reg Searches	9
NALC subscription	358.10
Fire Extinguishers	128.05
Village Noticeboard Paint	14
Grass Cutting	626.40

The above payments were approved. Furthermore, express permission was granted for the clerk to continue to make payments throughout August for Grass Cutting, PAYE and any other payment for the running of the council as there would not be another meeting until September (as per our Financial Regulations at 5.5).

24-72 Planning and Consultations

No comments to be made.

24-73 Reports and Correspondence received.

a. Road Signage Request Balderton Lane

It was agreed to put additional signage on Balderton Lane and at the entrances to fields and dog walking spots to advise all that dogs should be kept on a lead due to danger to livestock/horses. The clerk will email around wording/signage to be agreed then printed/laminated/erected.

b. Overhanging Trees and Brambles

The clerk has created a template letter that can be given to any property with overhanging trees and branches asking them to maintain them. Highways will be contacted to request they cut the hedge overhanging the footpath and the councillors will talk with D Lyne to ask about adding the brambles to his quota.

c. To receive an Allotment/Greenspaces update/report

No update.

d. Walking the Path

Footpath 4a is officially closed. No report back as of yet regarding the rest of the footpaths.

e. Book Exchange on Thrope Oaks

Cllr Mosedale agreed to look into creating a book exchange sign similar to the one at the village hall.

- f. Newark Road Yellow Lines**
No update. Clerk to chase an update.

- g. Items for information or the next agenda.**
None raised.

24-74 Date and time of the next meeting – 5th September at 7:30pm at the Community Centre – NO AUGUST MEETING