

Cottered & Throcking Parish Council



To all Parish Councillors

You are hereby summoned to attend the **COTTERED & THROCKING PARISH COUNCIL MEETING on Monday 10th JULY 2023 at 7.30pm in Cottered Village Hall** for the purpose of transacting the following business.

Denise Anderson

Clerk to the Council
clerk@cotteredpc.org.uk

AGENDA

1. **APOLOGIES**
To receive apologies for absence
2. **DECLARATIONS OF INTEREST**
To receive any declarations of interest in items on the agenda
3. **PUBLIC PARTICIPATION**
To suspend standing orders to allow parishioner and public comments
4. **MINUTES OF PREVIOUS PARISH COUNCIL MEETING**
To confirm the minutes of the Annual Meeting of the Parish Council held on Tuesday 9th May 2023
5. **CLERK & RFO VACANCY**
 - 5.1 To discuss recruitment of a new Clerk and Responsible Financial Officer (RFO)
6. **PARISH COUNCILLORS' REPORTS**
7. **PARISH COUNCIL DOCUMENTATION**
 - 7.1 Complaints Procedure – to review and amend the current document as appropriate
8. **FINANCE**
 - 8.1 To note Finance Report and authorise payments (Report tabled)
 - 8.2 Litter Picking payment – review current provision and Litter Picker hours
 - 8.3 Annual Governance and Accountability Return (AGAR) 2022-2023 – update by Clerk
9. **PLANNING**
 - 9.1 To receive Planning Report (Report tabled) and current Planning Applications
10. **HIGHWAYS**
 - 10.1 Any matters to report
11. **PARISH ASSETS COMMITTEE REPORT**
 - 11.1 No further meetings or activities
12. **PARISH MATTERS**
 - 12.1 **Sports Pavilion**
 - I. Pavilion – update by Cllr Lethby
 - II. Pavilion Approach Track – report by Working Group
 - III. Request to use Pavilion for Macmillan Coffee Morning on Friday 29th September
 - 12.2 **Cross Green** – report by Working Group
 - 12.3 **Village Gates** – update by Clerk
 - 12.4 **Traffic Speed Data** – update by Cllr Lethby
 - 12.5 **Groundsman Services for Recreation Ground** – to discuss need and solution
13. **RECREATION GROUND TRUST (PARISH TRUST)**
 - 13.1 Any matters to report
14. **CLERK'S REPORT AND CORRESPONDENCE**
To receive Clerk's Report and note correspondence received not on the Agenda

15. **DATES OF NEXT MEETINGS**

Date	Meeting	Venue
Monday 11th September 2023	Parish Council Meeting 7.30pm	Cottered Village Hall
Monday 6th November 2023	Parish Council Meeting 7.30pm	Cottered Village Hall
Monday 8th January 2024	Parish Council Meeting 7.30pm	Cottered Village Hall
Monday 11th March 2024	Parish Council Meeting 7.30pm	Cottered Village Hall

Members of the public are warmly welcomed but are reminded that, unless invited to do so by the Chairman, they are only permitted to speak during the public sessions.