

Cottered & Throcking Parish Council



8 September 2026

To Cllrs: Allen Chamberlain, Jeff Lawton, Grant Lethby (vice-chairman), Brian Murchie, Andrea Smith, John Wiblin (chairman)

Councillors are respectfully summoned to attend the **COTTERED & THROCKING PARISH COUNCIL MEETING** on **Monday 14 SEPTEMBER 2026** at **7.30pm** in **The Sports Pavilion, Cottered** for the transaction of business in the agenda below. The meeting is open to members of the public and press. All relevant information can be found here: www.cotteredpc.org.uk

Clerk to the Council

clerk@cotteredpc.org.uk

AGENDA

26.76 APOLOGIES

To receive and accept apologies for absence

26.77 INTERESTS

- I. To receive declarations of interest from councillors on items on the agenda;
- II. To receive written requests for dispensations for declarable interests; and
- III. To grant any requests for dispensation as appropriate

26.78 PUBLIC PARTICIPATION

To allow members of the public and councillors to raise matters of concern

26.79 MINUTES OF PREVIOUS PARISH COUNCIL MEETING

To approve the Minutes of the Annual Meeting of Cottered and Throcking Parish Council held on [Monday 13 July 2026](#) as an accurate record of proceedings

26.80 RURAL POLICING

To receive update from officers if present, or the clerk

26.81 COUNCIL POLICIES

To consider, review and agree council policies and documents

26.82 COUNCILLORS' REPORTS

To receive reports from parish, district and county councillors on activities undertaken in the parish

26.83 FINANCE

- I. To authorise payments made in accordance with the budget
- II. To note receipts
- III. Bank reconciliation and statement verification
- IV. To review half year budget position
- V. To consider request from PCC for a donation towards churchyard repairs estimated at £15k
- VI. To consider request from Citizens Advice East Herts for a donation
- VII. To agree an estimated payment of £1000 for drain rectification materials to be made by the council as sole trustee of Cottered Parish Trust in order to recover VAT as a Section 33 body for

non-business activities in compliance with VAT notice 749, the net amounts to be reimbursed to the council by Cottered Parish Trust

VIII. To note payment of £982 made on behalf of the Trust due to failed internet bank access, reimbursed in full by Cottered Parish Trust

26.84 PLANNING

I. To receive Planning [Report](#) and current Planning Applications

II. To receive update on Public Inquiry: 3/24/0966/OUT - up to 600 dwellings, land north of A507

III. To consider impact of traffic control design if 25/01947/FP Cumberlow Green were granted

26.85 HIGHWAYS

To discuss issues with highway visibility at Throcking Lane/A507

26.86 DRIVESAFE INITIATIVE

To receive an update

26.87 PARISH ASSETS

I. To note playground inspection and nominate a councillor to inspect within one week

II. To receive an update on bench repairs

III. To consider how grass and trees on common land areas could be maintained

IV. To note tree work application acknowledgement: trees at playing field gate entrance

V. Review requirements for grass cutting and strimming in the parish

26.88 FLOODING

To consider locations at risk of flooding and any mitigation measures

26.89 SPORTS PAVILION

I. To draft a specification and agree 3 contractors to quote

II. To review adapted architect drawing for a planting/landscaping plan

26.90 COTTERED PARISH TRUST

To receive an update on the work of the Trust

26.91 CLERK HOURS

To note hours worked: July 29 hours, August 29 hours

26.92 CLERK'S REPORT

Items for information only

26.93 DATES OF NEXT MEETINGS

Date proposed	Meeting	Venue
Monday 9 November 2026	Parish Council Meeting 7.30pm	The Sports Pavilion Cottered SG9 9QW
Monday 11 January 2027	Parish Council Meeting 7.30pm	
Monday 8 March 2027	Parish Council Meeting 7.30pm	
Monday 10 May 2027	Parish Council Annual Meeting 6.30pm followed by Annual Parish (Community) Meeting 7.30pm	
Monday 12 July 2027	Parish Council Meeting 7.30pm	

26.94 Resolution to exclude the public for item 346.12 as per Public Bodies (Admission to Meetings) Act 1960 and Local Government Act 1972, Schedule 12A, Part 2

LOCAL GOVERNMENT SERVICES PAY AGREEMENT 26-27

To confirm the new hourly rate for the clerk and backdate to 1 April 2026

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