

# Cottingham Parish Council



To Members of Cottingham Parish Council

14th November 2024

Dear Councillor,

## **Meeting of the Council**

I hereby summon you to attend the Annual Meeting of the Council, which will be held at the Parish Council Office, 9 The Cottages, Cottingham at **7pm on Thursday 21<sup>st</sup> November 2024**. Meetings are open to members of the public and can be joined remotely via Microsoft teams using Meeting ID: 351 061 635 740 Passcode: dZKsaf.

### **J Price**

Jane Price, Clerk to Cottingham Parish Council

All mobile phones and other electronic devices should be switched to mute and only used to facilitate this meeting. The public are welcome to attend but are only permitted to speak with the Chair's permission. Parish Council Meetings are meetings held in public, not public meetings.

The Business to be transacted is as follows:

- 1. Declarations of Interest**
  - 1.1. To record declarations of interest by any member of Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.**
  - 1.2. To note dispensations given to any member of the Council in respect of the agenda items listed below**
- 2. To receive & approve apologies**
- 3. To receive local Policing report**
- 4. 10-minute Public Session (The Parish Council will respond to questions submitted in advance of the meeting by members of the public)**
- 5. To confirm, adopt, and sign the Minutes/Notes**
  - 5.1. Planning Committee held on 15th October 2024**
  - 5.2. Full Parish held on 17<sup>th</sup> October 2024**
  - 5.3. Events Working Party held on 22<sup>nd</sup> October 2024**
  - 5.4. Planning Committee held on 5<sup>th</sup> November 2024**

### **Governance Matters**

- 6. To make appointments to Committees/Working groups**
  - 6.1. Allotments Committee**
  - 6.2. Events Working Group**

Parish Council Office: 9 The Cottages, Market Green, Cottingham, East Yorkshire HU16 5QG

Tel: 01482 847623 E-mail: [clerk@cottinghamparishcouncil.gov.uk](mailto:clerk@cottinghamparishcouncil.gov.uk)

Chairman: Councillor Kevin Casson Tel: 01482 849674 Clerk: J Price/N Pape

Website: [www.cottinghamparishcouncil.org.uk](http://www.cottinghamparishcouncil.org.uk)

- 6.3. Environment Working Group
- 6.4. Friends of Queen Elizabeth Memorial Gardens
- 6.5. Neighbourhood Plan Steering Group

- 7. To establish an Emergency Response Sub-Committee
- 8. To consider an ERYC proposal for Flood Wardens
- 9. To consider the MHCLG consultation: Enabling Remote Attendance and Proxy Voting at Local Authority Meetings  
[Enabling remote attendance and proxy voting at local authority meetings - GOV.UK](https://www.gov.uk/government/consultations/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings)

#### Financial Matters

- 10. To receive update on the financial position of the Council, review budget, and approve October payments
- 11. To consider the draft budget for 2025/26
- 12. To consider a de-minimus limit for inclusion of items on the Council's Asset Register
- 13. To consider a grant application from Hallgate and King Street Cottingham Lights
- 14. To consider allotment water surcharge 2025
- 15. To consider quotation to paint railings, gates and lights at the Memorial Gardens
- 16. To agree prices for the Human Fruit Machine
- 17. To note the new energy tariff from 1 October 2025
- 18. To note the staff Pay Award
- 19. To consider quotations for an independent valuation of market rent

#### Administration

- 20. To discuss proposals for Cottingham in Bloom
- 21. To receive an update on the Parish Council's Strategic Plan
- 22. To receive an update on Town Centre project
- 23. To receive reports from representatives to outside organisations
- 24. To receive reports from ERYC Ward Councillors
- 25. To discuss received correspondence
- 26. Members' Points of Information and agenda items for next meeting (discussion items only)