

Cottingham Parish Council



To Members of Cottingham Parish Council

13th February 2025

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 20 February 2025**. 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. **Events Working Party held on 14 January 2025**
 - 5.2. **Full Parish held on 16 January 2025**
 - 5.3. **Allotments Committee held on 21 January 2025**
 - 5.4. **Car Park Review Group held on 23 January 2025**
 - 5.5. **Planning Committee held on 28 January 2025**
 - 5.6. **VE Day Working Group held on 4 February 2025**

Financial Matters

- 6. To receive update on the financial position of the Council, review budget, and approve January payments**
- 7. To consider the scale of charges for VE Day event**
- 8. To consider purchasing additional bunting for the village**
- 9. To consider quote from ERYC for renewing the Information Governance SLA**
- 10. To consider quotes for event security**
- 11. To review membership of CPRE**

Administration

- 12. To receive an update on the Cottingham CCTV system**
- 13. To consider a proposal regarding speed indicator devices**
- 14. To consider an offer from ERYC regarding bus shelters**
- 15. To consider requesting clearer signage on the loading bay outside Sainsbury's**
- 16. To approve the proposed wording for the car parking surveys**
- 17. To agree next steps in relation to the outcomes from the Recreational Survey**
- 18. To receive an update on the Parish Council's Strategic Plan**
- 19. To receive an update on Town Centre project**
- 20. To receive reports from representatives to outside organisations**
- 21. To receive reports from ERYC Ward Councillors**
- 22. To discuss received correspondence**
- 23. Members' Points of Information and agenda items for next meeting (discussion items only)**
- 24. Exclusion of the Press and Public**

It is recommended that the public and press be excluded from the Meeting for the consideration of the following matters on the grounds that it involves the likely disclosure of confidential information as defined in Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.
- 25. To consider a recommendation from the Personnel Committee relating to the Town Centre Officer's working hours**
- 26. To receive an update on the lease for 7-8 The Cottages**