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Issued: 13<sup>th</sup> May 2021

To: All Parish Councillors

From: Ms Rachel Raj, Clerk to Cottingham Parish Council

Dear Councillors

You are hereby summoned to the Annual General Council Meeting followed by May Meeting of Cottingham Parish Council to be held in the Village Hall Annex, Berryfield Road, Cottingham, LE16 8XB on **Wednesday 19<sup>th</sup> May 2021** at 7pm when the following business will be transacted.

## **AGENDA**

**21/307** Election of Chair 2021/22

**21/308** Declaration of Acceptance of Office

**21/309** Election of Vice Chair 2021/22

**21/310** To receive and approve apologies for absence.

**21/311** Confirmation of other appointments:-

- a. The Dale Liaison
- b. Police Liaison
- c. Road Safety Representation
- d. Media Contacts
- e. The Mill Village Hall Trust
- f. Cottingham/Middleton VHMC
- g. Finance
- h. Planning
- i. Footpath Warden

**21/312** Receive annual reports from the following areas:-

- a. Highways
- b. Planning
- c. Tree Warden
- d. Dale
- e. Finance Working Group

Followed by May Parish Council Meeting

**21/313** To receive and approve apologies for absence.

**21/314** To receive declarations of interest under the Councils Code of Conduct relate to business on the agenda.

*(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that member withdraws from the meeting room during the transaction of that item of business).*

**21/315** To receive and approve for signature the minutes of

The Parish Council and Annual Parish meeting held on Wednesday 7<sup>th</sup> April 2021.

**21/316** To note any matters arising from the minutes not included on this agenda for report only.

**21/317** Reports from County and Borough Councillors.

**21/318** Constabulary matters.

**21/319** Public Participation *(Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of public should address their representations through the Chairman of the meeting)*

- Request to re- grass the kerbed area at the bottom of Bancroft Road (photos shared with council ahead of the meeting).

**21/320** Finance

- a. To pass a resolution to approve payment to be made as per schedule circulate prior to the meeting.
- b. Balances.
- c. Income Received / Invoices Raised.
- d. Update on internal audit and AGAR form completion.

**21/321** Cottingham C of E Primary School

- a. Update on recent meeting regarding a proposed new school boundary fence.
- b. Speed warning signs.

**21/322** Correspondences received and circulated.

**21/323** Close and date of next meeting – Proposed Wednesday 9<sup>th</sup> June 2021



Ms R Raj

Clerk to Cottingham Parish Council