

Cottingham Parish Council



To Members of Cottingham Parish Council

12th March 2026

Dear Councillor,

Meeting of the Council

I hereby summon you to attend the Full Council Meeting, which will be held at the Parish Council Office, 9 The Cottages, Cottingham at **7pm on Thursday 19th March 2026**. 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.

N Pape

Nicola Pape, 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. **To receive reports from ERYC Ward Councillors**
5. **10-minute Public Session (The Parish Council will respond to questions submitted in advance of the meeting by members of the public)**
6. **To confirm, adopt, and sign the Minutes/Notes**
 - 6.1. **Bike Track Working Group held on 12 February 2026**
 - 6.2. **Blue Plaque Assessment Panel on 9 March 2026**
 - 6.3. **Complaints Committee held on 23 February 2026**
 - 6.4. **Events Working Party held on 12 January 2026**
 - 6.5. **Events Working Party held on 23 February 2026**
 - 6.6. **Finance Committee held on 9 March 2026**
 - 6.7. **Full Council meeting held on 19 February 2026**

- 6.8. Neighbourhood Plan Steering Group held on 4th March 2026
- 6.9. Planning Committee held on 17 February 2026
- 6.10. Planning Committee held on 10 March 2026
- 6.11. Website Working Group held on 23 February 2026

Governance Matters

- 7. To review Retention of Documents Policy
- 8. To review IT & Communications Systems Policy
- 9. To review Privacy Policy
- 10. To establish a Working Group to review Committee/Working Groups Terms of Reference & appoint members and consider draft Terms of Reference for a Finance & General Purposes Committee
- 11. To appoint a member to the Allotments Committee
- 12. To approve Risk Assessment for Youth Event
- 13. To review the Parish Council Safeguarding Policy & Procedures

Financial Matters

- 14. To receive update on the financial position of the Council, review budget, and approve February 2026 payments
- 15. To consider the recommendation of the Finance Committee to make amendments to the Parish Council's Financial Regulations 5.9 and 5.15
- 16. To consider amendment to Standing Order 17(b)
- 17. To consider the recommendation of the Finance Committee regarding a grant request from Cottingham Village Trust
- 18. To consider quotes to repair/paint village benches
- 19. To consider quotes to plant the mural area of the Hallgate Memorial Gardens
- 20. To confirm Councils agreement to issue 4 VE Day afternoon tickets as prizes at the Network Evening 2025
- 21. To consider quotes for Security provision, Cottingham Day 2026

Administration

- 22. To review arrangements for Network Evening 2026
- 23. To receive an update on the Parish Council's Strategic Plan
- 24. To receive an update on Town Centre project
- 25. To receive reports from representatives to outside organisations
- 26. Members' Points of Information and agenda items for next meeting (discussion items only)

27. 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.

28.To consider amending the Admin Assistant working hours