

Cottingham Parish Council



To Members of the Cottingham Parish Council

9th June 2022

Dear Councillor,

Full Parish & Finance Meeting

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 16th June 2022**. MEETINGS ARE OPEN TO MEMBERS OF THE PUBLIC AND CAN BE JOINED REMOTELY AT WWW.ZOOM.US
MEETING ID: 803 082 4813 PASSCODE: 30 05 22

Matthew Kay, 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 and agree dispensation

3. To receive local Policing report.

4. Public Session (10-minute opportunity for public present to raise matters)

5. To confirm, adopt, and sign the Minutes/Notes

- 5.1 Events Working Party meeting held on 9th May 2022
- 5.2 Annual Council meeting held on 19th May 2022

6. To receive update on the financial position of the Council, review budget, and approve May payments

7. To acknowledge receipt of internal audit report and approve & authorise signature of the Annual Return for the 2021/2022 financial year

8. To review Parish Council risks (Council Property & Documents, CCTV, Data Protection, and Employment of Staff)

9. To confirm Shop Frontage Charge for Events in 2022

10. To discuss Community Speed Watch/Community Safety Fund

11. Representatives to outside organisations

12. To receive report from ERYC Ward Councillors

13. To discuss received correspondence

14. Members' Points of Information and agenda items for next meeting (discussion items only)

14.1 Reporting of Issues/Complaints to Parish Council Office

Exclusion of the Public: The Council will decide if, due to the confidential nature of the business to be conducted, it is advisable that the public and press be excluded at this point.

15. To confirm, adopt, and sign the Minutes

15.1 Personnel Committee meeting held on 11th May 2022