

Cotton End Parish Council

To: All Parish Councillors

You are hereby summoned to attend the Meeting of Cotton End Parish Council to be held at the **Baptist Church Hall, Cotton End on Thursday 14th November 2019, commencing at 7.30pm**, for the purpose of transacting the following business.

Members of the Public and Press are invited to attend.

Linda Carter

Clerk to Cotton End Parish Council

8th November 2019

AGENDA

19/099 APOLOGIES

To receive and approve apologies for absence.

19/100 DECLARATIONS OF INTEREST

To receive declarations of interest related to business on the agenda.

19/101 PUBLIC SESSION

(Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with contributions lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting.)

19/102 BOROUGH COUNCILLOR

An opportunity for the Borough Councillor, if present, to update the Council and public on matters of local interest.

19/103 MINUTES

To receive and approve the minutes of the meeting held on 10th October 2019.

19/104 FINANCE AND RELATED MATTERS

To approve payments - Invoices have been received as follows:

1- Martin Green Grass cutting (1 cuts Inv. 54)	£240.00
2- Consultancy Fees – Clerking Services Sept-Oct	£1017.80
November Salary – Parish Clerk	<u>£210.60</u>
	£1468.40

19/105 BUDGET FOR 2020/21

Councillors are asked to consider the draft budget for 20/21. The Parish Council needs to have its budget finalised by January 2020 in order to notify Bedford Borough Council of the precept requirement.

19/106 INTERNAL AUDIT

The Council is required to appoint an independent Internal Auditor who must sign off the accounts prior to submission to the External Auditor following the year end. Their role is to audit the processes and governance of the parish council, rather than just the accounts. Northamptonshire County Association operates an Internal Audit Scheme and are willing to allocate one of their auditors, at a cost of £180. (The external audit fee will be £200)

19/107 PLAY AREAS

To consider any matters relating to the play areas.

Dog Waste Bag dispenser – To approve the purchase of a Dog Waste Bag Dispenser from JRB Enterprises at a cost of £79.00 and a supply of bags at £26.00 per 800.

19/108 PARISH WEBSITE

At the last meeting a number of options for the website were considered and further information has been sought between meetings.

RECOMMENDED: that the Council takes out the ‘Gold’ option with spanglefish.com at an annual cost of £29.95

19/109 PLANNING APPLICATIONS

APPLICATION	PROPOSAL	LOCATION	COMMENTS
19/02218/FUL	Two storey rear extension	121 High Road Cotton End Bedford Bedfordshire MK45	

19/110 NEIGHBOURHOOD PLAN FUNDING

19/111 VILLAGE HALL

1. Car Park (white lining)
2. Exit mirror or lamp post

19/112 SHOCOTT SPRING FOOTPATH

19/113 CORRESPONDENCE RECEIVED

None other than invoices and those related to matters already included on the agenda.

19/114 MATTERS FOR INFORMATION OR DISCUSSION

Date of next meeting **Thursday 12th December**