CODICOTE PARISH COUNCIL

Members are hereby summoned, and the public invited to a meeting of CODICOTE PARISH COUNCIL which will be held on TUESDAY 24th June 2025 starting at 7:30pm at the John Clements Sports & Community Centre, Codicote

Simon Crosier

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Clerk to the Council, 18th June 2025

AGENDA

1. Chair’s remarks.
2. To receive apologies and approve reasons for absence.
3. Presentations by and questions to District and County members.
   1. County Councillor Ralph Muncer to provide an update on whether the agreed Twenty’s Plenty plan is in alignment to what has been installed, whether the missing weight restriction sign on Cowards Lane has been reinstalled and an update on the Parish Council owned bus shelters near Tower Road on the High Street.
   2. District Councillors Ralph Muncer and Steve Patmore to provide an update on major development sites, major site construction, the land to the west of St Albans Road planning application and to address the signage added to street furniture by Croudace Homes and Taylor Wimpey in respect of the Cowards Lane, The Vale and Heath Lane developments.
4. To fill one casual vacancy by co-option
   1. To resolve to proceed with the co-option process to fill one casual vacancy.
   2. To obtain nominations for the candidate(s) and carry out a vote.
   3. The appointed Councillor to sign the Declaration of Acceptance of Office in front  
      of the Proper Officer to take up their seat on Codicote Parish Council.
   4. The appointed Councillor to complete the Register of Members’ Interests form and   
       return to the Proper Officer.
   5. The appointed Councillor to sign the consent form for receiving the meeting summons and agenda in electronic form, should they so wish, and return it to the Proper Officer.
5. To appoint members to working parties:
   1. Scout hut.
   2. Pavilion.
   3. Twenty’s Plenty.
   4. Allotments.
   5. Maintenance.
   6. Communication.
   7. Neighbourhood Plan.
6. Public participation — members of the public are asked to register to speak: [clerk@codicote-pc.org.uk](mailto:clerk@codicote-pc.org.uk).
7. To receive declarations of interest in accordance with the council's code of conduct.
8. To approve the minutes of the meetings held on 20th May 2025.
9. Matters arising from the minutes not covered elsewhere.
10. To receive the Clerk's report on ongoing projects.
11. To receive reports from working parties:
    1. Neighbourhood Plan.
    2. Pavilion project. An update from Cllrs Bundy and Argent.
    3. Scout hut. An update from Cllr Kane, including actions for Council to consider and approve.
12. To discuss the Parish Magazine article for August 2025 and approve any actions.
13. To discuss ways in which the Parish Council can improve communication with residents   
    and approve any actions. Cllr Walby and Cllr Argent to provide an update.
14. To consider an email from a member of the public concerning footpath No.8 and approve any actions.
15. To consider a grant application from Codicote Tennis Club and approve any actions.
16. Planning committee items:
    1. Chair to provide an update on relevant items.
17. Environment/Recreation committee items:
    1. Chair to provide an update on relevant items.
    2. To consider arrangements for fireworks night and approve any actions.
    3. To consider quarterly play area inspections, as per the Internal Auditor’s recommendation and approve any actions.
    4. To provide an update on submitting a request for s106 monies in respect of the new inclusive roundabout proposed for the play area at Bury Lane sports field and approve any actions.
    5. Cllr Argent and Bundy to update Council on the pavilion project, including quotations received for upgrading the electrics, hot water systems and kitchen refurbishment and approve any actions.
    6. To consider an email received concerning the overuse of the football pitch outside of the football season and grass cutting during extremely dry weather and approve any actions.
    7. To discuss uneven ground created by a previously filled sinkhole between the tennis courts and approve any actions.
    8. To consider a request from a member of the public to allow a memorial bench to be reinstated at the JC and approve any actions.
    9. To consider a request from Codicote Youth Football Club to erect a compound to store goal posts close to the existing storage containers and approve any actions.
    10. To discuss an update to the proposal received to allow walking cricket to take place at the sports field and approve any actions.
18. Finance and Risk
    1. To note payments made and due under contract and to approve other payments.
    2. To note the quarterly report on the Council budget v actual, spend.
19. Matters for consideration at future meetings.
20. AOB.

Date of next meeting: Tuesday 29th July 2025