

Date and time: Tuesday 8th July 2025
Place: Coughton C of E Primary

Dear Councillor

You are hereby summoned to attend the an ordinary meeting of the Parish Council to be held Coughton C of E Primary School on **Tuesday 8th July 2025 at 6:30pm.**

S. Whittaker

Sarah Whittaker – Clerk to Coughton Parish Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

- | | | |
|----|---|-----|
| 1. | WELCOME & APOLOGIES | I |
| 2. | DECLARATIONS OF INTEREST | A |
| 3. | PUBLIC PARTICIPATION | I/D |
| 4. | APPROVAL OF MINUTES
To approve the minutes of the annual meeting held on 19 th May 2025. | A |

5 PREVIOUS ACTION POINTS

2022/23	SA Whittaker	Replacement of parking signs in Coughton lane- Agreed that Clerk should source quotes from alternative companies. Signs to go was recommended by a local resident.- Ongoing CLERK to arrange
2025/2026	SA Whittaker	Clerk to purchase new noticeboards for parish council Clerk sent options to councillors for confirmation. RESOLVED.
2025/2026	SA Whittaker	To arrange a meeting with NT. This has taken place in February but there were still some unanswered queries. Cllr Lewington to chase and copy in CEO.
2025/2026	SA Whittaker/ Councillors	Council to purchase litter picking equipment

6 ACTION TRACKER

A

7 VILLAGE REPORTS

- | | | |
|------|--------------------------------|-----|
| i. | Highways/Flooding | |
| ii. | Environment | |
| iii. | Community | |
| iv. | Coughton C of E Primary School | I/D |

8 COUNCIL MATTERS

I/D

To agree 2026 meeting dates

9 FINANCIAL MATTERS**EMAILED**

RFO Report

DOCUMENT 1

I/A

Coughton Accounts

DOCUMENT 2

I/A

Inv. No.	Payee	Details	TOTAL
13	Direct Debit (GOCARDLESS)	HUGOFOXLT-8GSF7S6	11.99
14	B/P to: CTKT Ltd	APRIL MOW COUGHTON	165
15	B/P to: L Stanton	CLLR INK	82.98
16	B/P to: Lydia Cox Auditor	COUGHTON PC	250
17	Service Charge	MONTHLY SERVICE CHARGE	6
18	B/P to: SDC	BIN EMPTYING	513
19	B/P to: L Stanton	CPC PAPER	24.92
20	B/P to: C. Lewington	MEETING REFRESH	47.15
21	B/P to: S A WHITTAKER	MAY SALARY	241.19
22	B/P to: S A WHITTAKER	APRIL/MAYEXPENSES	109.5
23	B/P to: L Stanton	CPC NEWSLETTER	32.17
24	B/P to: CTKT Ltd	COUGHTON PC 3837	110
25	Direct Debit (GOCARDLESS)	HUGOFOXLT-8GSF7S6	11.99
		Total	1605.89

10 PLANNING

None to report

I

11 REPORT FROM DISTRICT COUNCILLOR JUNED

To receive a verbal report

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12 REPORT FROM COUNTY COUNCILLOR LUKE COOPER

To receive a verbal report

I

13 COUNCILLOR'S REPORTS and ITEMS FOR FUTURE AGENDAS

I

14 DATE OF NEXT MEETING

- 22nd September 2025 at 6:30pm

I

Sarah Whittaker Parish Clerk

coughtonclerk@gmail.comwww.coughtonparishcouncil.co.uk*I – INFORMATION**D – DISCUSSION**A – AGREEMENT*

