

COTTINGHAM PARISH COUNCILMINUTESAction

The Annual Meeting of the Parish Council was held on Wednesday 2nd May 2018 at the Village Hall Annexe, Berryfield Road, Cottingham, commencing at 7.00 pm.

PRESENT – Cllrs. Davison, Grayson, West-Robinson, Ashworth, Russell, P.T.Taylor (Clerk), Mrs. Diana Sharville and a member of the public.

1. Election of Chairman 2018/19 – It was proposed by Cllr. Davison and seconded by Cllr. West-Robinson that Cllr. David Grayson be elected Chairman for the year 2018/19. There were no other nominations.
2. Declaration of Acceptance of Office was duly signed by Cllr. Grayson.
3. Election of Vice-Chairman 2018/19 – It was proposed by Cllr. Ashworth and seconded by Cllr. Davison that Cllr. West-Robinson be elected Vice-Chairman 2018/19. There were no other nominations.
4. Apologies for Absence and Acceptance were received from Cllrs. Muir, Curtis, Rutt (CBC) and Naden-Horley (NCC) and were accepted.

<u>Other Appointments</u>	<u>Councillor</u>
The Dale Liaison	Davison (Mr.C.Owen)
Police Liaison	Muir
Road Safety Rep	Russell
Media Contacts	Mr.P.Bowman, Ms Jane Smith
Cott/Mid Village Hall Trust	Davison Curtis, Russell, Muir
Internal Audit	Ashworth
Planning	Ashworth
Shop Representative	Davison

It was proposed by Cllr. Davison and seconded by Cllr. Russell that the above appointments be accepted.

6. To Receive Reports from -
 - a) Portfolio Holders – done on a monthly basis
 - b) Footpath Warden – Mrs. Diana Sharville presented her Annual Report, circulated and to be held on file.
 - c) Tree Warden – No report.

Followed by Parish Council Meeting

1. Apologies for Absence – As Annual Meeting of Parish Council.

2. Declaration of Interest for Items on Agenda – Cllr. Davison declared a non-personal interest in Item 14(a) New Village Hall.

3. To Approve & Sign Minutes of Previous Meetings Dated 4th April 2018 – It was proposed by Cllr. Davison and seconded by Cllr. Russell that the minutes of the Annual Parish Meeting and Parish Council Meeting held on 4th April 2018 be accepted as a true record.

4. Matters Arising from Previous Meetings – Cllr. Russell presented his Action Plan Review which highlighted certain items –

- i) Need for ‘strongly worded’ letter to be sent to NCC regarding lack of response to payment for ‘No Through Road’ sign in Berryfield Road. **Clerk**
- ii) Determine background to failure by NCC to pay contribution in respect of mowing. **Clerk**
- iii) Revisit Award Scheme criteria. **Clerk**
- iv) Follow up ownership of Corby Road wall rear of bus shelter. **Clerk**
- v) Contact NCC regarding need for reflective bollards at A427/Corby Road junction. **Clerk**

6. Constabulary Matters – The Council received a report highlighting a spate of attempted illegal entries to properties.

7. Public Participation –

At this point the Chairman opened the meeting for public participation

A member of the public raised the problem of dog walking in the Dale being made difficult by the presence of the cattle. The Clerk agreed to discuss the issue with the farmer. **Clerk**

At this point the Chairman closed the meeting for public participation

8. Planning –

a) To ratify decisions made by Planning Committee – The Planning Committee had met on 1st May 2018 and agreed to support –

- i) 18/0173/DPA Extensions @ 18 Berryfield Road
- ii) 18/00172/DPA Extensions @ 16 Berryfield Road
- iii) 18/00269/DPA Loft Conversion @ 31 Berryfield Road

9. Highways, Footpaths, Road Safety & Transport –

- a) ‘No Through Road’ at Berryfield Road – See Item 4(i)

b) Yellow Line Survey – The recommendations highlighted at the Working Group Meeting held on 28th March 2018 were discussed.

c) Radar Speed Signs - It was agreed that consideration be given to installing signs in Corby Road and the Chairman agreed to present the financial implications to the Road Safety Working Group. **DG**

10. Representational Matters –

a) Feedback from Meetings Attended by Councillors and Clerk – No report.

b) Maintenance of Web-Site – The Chairman informed the Council that this was now “up and running”.

c) Co-option of two councillors – Being pursued.

11. The Dale –

a) Fencing Phase 11 – Cllr. Davison to pursue with Mr. Steve Morphy. **OD**

b) Pond Maintenance – No report.

12. Village Maintenance –

a) Village Walk 2018 – The points raised at the recent walk were discussed.

b) Tree Felling in Corby Road (Tree S111) – The Council resolved to seek quotations from qualified tree surgeons. **Clerk**

c) Hedge in Rockingham Road – The Clerk referred to an email from Mrs. Anne Lovell on the subject of the overgrown hedge opposite her home. The Clerk was asked to raise the matter with the owner of the field. **Clerk**

13. Finance –

a) To Pass a Resolution to Approve Payments to me made as per Schedule circulated

<u>No.</u>	<u>Payee</u>	<u>Details</u>	<u>Amount</u>
100015	Steve Morphy	Mowing	405.00
100016	VHMC	Hall Hire 8/3	9.00
*100017	NCALC	Subs & Audit	567.84
100018	LE 16	Newsletter (April)	85.00

*Cheque held back as Internal Audit not carried out

b) Balances were given as –

(31 st March)	Santander	£28,400.13
(25 th April)	Yorkshire Bank	£659.90
(15 th April)	HSBC	£26,352.75

The Clerk was asked to ensure a direct debit in respect of the PWLB loan repayment was transferred to HSBC. **Clerk**

c) Income Received – None.

d) Annual Accounts and Finance – The Clerk circulated the Receipts & Payments Account for year ending 31st March 2018. The accounts were accepted by the Council subject to an adjustment for VAT in ‘Other’ heading. (Amount paid to NCC regarding ‘No Entry’ sign.)

14. Recreation Ground –

a) Proposed New Village Hall – Cllr. Davison outlined the progress made to date and the Council was notified of a poplar tree under the car park surface.

15. European General Data Protection Regulations (GDPR) – The Chairman presented documentation to support the Data Protection Policy with explanatory notes. It was agreed that Northants CALC act as the DPO officer for one year and the Agreement was signed by Chairman and Clerk. It was proposed by Cllr. Davison and seconded by Cllr. West-Robinson that the Regulations be adopted. **All**

16. Correspondence Received & Circulated – None.

17. Date of Next Meeting – Wednesday 6th June 2018 at 7.00 pm.

18. This item followed the closure of the Parish Council meeting and the public was excluded.

a) Minutes of Finance Sub Committee (12th April 2018) – The minutes of this meeting would be circulated separate to the normal Council minutes.

b) Clerk’s Salary Award – The Council considered the national award which increased the Clerk’s salary by £163.80 p.a. from 1st April 2018 and this was accepted.

Signed a true record –

_____ (Chairman)

_____ (Clerk)

_____ (Date)