



Minutes of Cottingham Parish Council held on Wednesday 7<sup>th</sup> September 2022 at 7pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

- Attendees: Cllr D Grayson (Vice Chair) – Acting Chair  
 Cllr O Davison  
 Cllr S Morphy  
 Cllr T Russell  
 Cllr C Bates  
 Cllr M Curtis
- Ms R Raj (Clerk)  
 Cllr K Watt  
 PC Brad Wilson

	Action
<b>22/584</b> – Receive and approve apologies for absence Cllr West-Robinson, Cllr Mclean-Bowman and Cllr Mackie.	
<b>22/585</b> – To receive declarations of interest under the Council’s Code of Conduct related to business on the agenda Cllr Morphy declared a payment for approval on the schedule for August has a direct interest to her. <i>The Acting Chair acknowledged this and, in accord with sections 4(t)iv, 14(b) and 14(g) of the Standing Orders, granted a dispensation permitting Cllr Morphy to remain in the meeting for that agenda item, but without a vote on it.</i>	
<b>22/586</b> – To receive and approve for signature the minutes of the Parish Council Meeting held on Wednesday 6 <sup>th</sup> July 2022 <b>RESOLVED</b> – The minutes to be signed by the acting Chair as a correct record of the meeting. Proposed Cllr Davison and Seconded Cllr Russell, voted – all in favour with 2 abstained. Minutes from the Extraordinary meeting held on the 4 <sup>th</sup> August will be sent out during September for approval in October.	<b>CLERK</b>
<b>22/587</b> – To note any matters arising from the minutes not included on this agenda Nothing to report.	
<b>22/588</b> – Report from North Northants Council Cllr Watt, Ward Councilor had the following report for the PC – He has been travelling around the area by bike and has highlighted the over grown path along Corby Road and the vegetation around the garage in Berryfield. Both have been reported to NNC. The Green waste charge came under scrutiny but no decision was made. It is possible that a green bin charge may be levied at some stage to bring the charges in-line with WNC.	

The Ashley Rd Travelers appeal was cancelled due to information not being supplied at the right time.	
<p><b>22/589</b> – Constabulary matters</p> <p>PC Wilson provided a report for July and August and had no further information to share with the council regarding the ongoing investigation that has recently occurred in Cottingham. The stray dogs around the village were discussed. The method the local environmental services propose to take are to follow. PC Wilson agreed to follow up on the policy currently followed and check it is in-line with returning dogs to owner as is done in Kettering and Wellingborough. Cllr Russell continues to forward the Northamptonshire Police Alerts to Councillors</p>	<b>PC Wilson</b>
<p><b>22/590</b> – Public Participation</p> <p>No public present and nothing to discussed under this item.</p>	
<p><b>22/591</b> – Representative Matters</p> <p>a) Feedback from outside meetings attended by Councillors or The Clerk during July and August.</p> <p>Nothing attended in this period. Nothing to report.</p> <p>b) Check if Councillors would like to attend the NCALC AGM Saturday 1<sup>st</sup> October 22 - Kettering Park Hotel.</p> <p>Cllr Curtis will check and confirm to The Clerk if he is able to attend.</p> <p>c) Future date for diaries – NCALC Environmental Conference 22<sup>nd</sup> November 22 over Zoom. The Clerk has confirmed she will be attending this course.</p>	<b>MC CLERK</b>
<p><b>22/592</b> – Reports from Sub-committees, working groups and portfolio holders not included elsewhere on the agenda:</p> <ul style="list-style-type: none"> <li>• <u>Finance Working Group</u> – The finance committee have met to finalise the Grant Policy. Cllr West-Robinson to issue this to the council for its final approval and adoption.</li> <li>• <u>The Mill Community Hub Board of Trustees</u> – The board have not met since the last update.</li> <li>• <u>Village Hall Management Committee (“VHMC”)</u> – Rev Amanda has approached the VHMC regarding a new group the church are keen to get up and running on Tuesday mornings and require a venue. The planned ‘Community Warm Hub’ details were shared by Cllr Curtis. The group has funding it would be looking to the council for practical support.</li> <li>• <u>Community Engagement and Communications</u> (incorporating PC Website) – The details of the agreed company chosen to replace the Councils current website are in the extraordinary meeting minutes that will be issued after this meeting to the council. It was noted by Cllr Grayson a quotation for the cost of the work due to be carried out by a resident should be sought.</li> <li>• <u>Friends of Green Spaces</u> – The group met and had a productive meeting. A project was discussed to tidy up and plant the bank around the zig zag path from Corby Road up to Stonepit Drive. Cllr Grayson is making enquiries with Highways who are perceived to be the owners of this section of land.</li> <li>• <u>Road Safety Group</u> – The group met last night and the latest minutes were shared with the council just before tonight’s meeting. Cllr Grayson shared and discussed briefly the topline results from the 2 village speed warning signs. Cllr Curtis shared the results and feedback from the recent Speed Gun exercise carried out in August and the information collected by the independent company on behalf of the police outside the Methodist Chapel. Cllr Grayson offered thanks and appreciation to Cllr Curtis for all his work coordinating speed gun exercise over the summer.</li> </ul>	<b>GWR CLERK &amp; GWR DG</b>

<ul style="list-style-type: none"> <li>• <u>The Dale liaison role</u> Tree planting area cleared including large dead tree stump. It was confirmed this work has been completed and the stump has been dragged to the far end of the dale. Stumps will be left going forward as seats and for wildlife. Removal of existing memorial tree fencing – This has not been completed. Cllr Curtis is going to check and read the meter again in the dale with The Clerk as it seems this has been turned back on by someone? Cllr Davison commented it was time to arrange an up-to-date tree survey and agreed to arrange some quotations for the work.</li> <li>• <u>Footpath Warden</u> The monthly report has been received and shared from the Footpath Warden. The paths are all currently clear and no issues have been highlighted. Update on the information found on the responsibility of the landowner and NNC over certain paths: Responsibility to maintain rights of way falls to the landowner. However, NNC are responsible for enforcing the work.</li> </ul>	<p>OD MC &amp; CLERK</p> <p>OD</p>
<p><b>22/593 – Planning Sub-Committee Meeting</b></p> <p>a) Meetings during July/August. An application was discussed within the extraordinary meeting, the minutes of which still need to be approved. The response letter was sent to the planning department by the due date. Two further applications have been received; it was agreed to hold a Planning committee meeting on Thursday 15<sup>th</sup> September at 6pm. The Clerk to advertise and book the hall.</p> <p>b) Little Meadow, Oakley Park &amp; Peasdale Hill Field – Update on appeal. This subject has already been discussed during item 22/588</p>	<p>CLERK</p>
<p><b>22/594 – Village Environment.</b></p> <p>a) Dog fouling offenders and CPC options/actions It was agreed to cost up some A5 Perspex signs.</p> <p>b) Big Pic 19<sup>th</sup> – 24<sup>th</sup> September. The Clerk updated the council on a recent meeting regarding the upcoming litter pick week and explained the Pay Back Team will be in East Carlton Park on Sunday 24<sup>th</sup> and happy to extend their pick into the villages to enable residents to join in. It was agreed as we had several Councillors and The Clerk away that weekend the Clerk would make contact with the Middleton resident who usually organizes the picks and see if we can direct the residents to join a pick with Middleton.</p>	<p>CLERK</p> <p>CLERK</p>
<p><b>22/595 – General Parish Matters</b></p> <p>a) Proposed First Aid Training from North Northants First Responders. The training planned for 17<sup>th</sup> July was cancelled due to the extreme heat that weekend, a new date to be agreed.</p> <p>b) Proposal of purchasing a ‘Blood Box’ report from Cllr Russell. This was discussed and agreed it was not a requirement in the village at this time.</p>	
<p><b>22/596 – Governance</b></p> <p>a) Terms of reference for Committee meetings Cllr Grayson has completed the work on the terms of reference for committees and working groups and is awaiting feedback before it is shared with the whole council for adoption. Defer to the October’s meeting.</p> <p>b) CPC new grants Policy Cllr West-Robinson to forward the final draft of the policy for approval and adaption.</p> <p>c) It was agreed to adopt the privacy notice Cllr Grayson has uploading to the website.</p>	<p>GWR &amp; CLERK</p> <p>GWR</p>

Proposed Cllr Curtis and Second Cllr Davison, vote – all in favour.																																								
<b>22/597</b> – Councilor and Clerk matters (e.g. training, holiday, anticipated absence) Several councilors shared holiday dates with The Clerk.																																								
<p><b>22/598</b> – Finance</p> <p>a) To pass resolution to approve payment to be made as per schedule circulated prior to the meeting.</p> <p><b>RESOLVED</b> – Proposed Cllr Grayson and Seconded Cllr Davison, voted – all in favour (<i>Note: Cllr Morphy ineligible to vote</i>).</p> <table border="1" data-bbox="145 465 1305 875"> <thead> <tr> <th>Payee</th> <th>Details</th> <th>Total Amount £</th> <th>VAT@ 20%</th> <th>Legal Authority</th> </tr> </thead> <tbody> <tr> <td>Rachel Raj</td> <td>Expenses for July/August 2022</td> <td>83.90</td> <td>-</td> <td>LGA 1972 s.112</td> </tr> <tr> <td rowspan="4">Steve Morphy</td> <td>Village mowing</td> <td>430.00</td> <td>-</td> <td rowspan="4">OSA 1906, s15</td> </tr> <tr> <td>Dale</td> <td>40.00</td> <td></td> </tr> <tr> <td>War Memorial</td> <td>70.00</td> <td></td> </tr> <tr> <td>Maintaining village – Bus Shelter</td> <td>160.00</td> <td></td> </tr> <tr> <td>George West-Robinson</td> <td>Annual Chairmans allowance</td> <td>100.00</td> <td>-</td> <td></td> </tr> <tr> <td>VHMC</td> <td>July hall hire</td> <td>24.00</td> <td>-</td> <td></td> </tr> <tr> <td>PKF</td> <td>External Audit Charge</td> <td>240.00</td> <td>40.00</td> <td>LA &amp; Accountability Act 2014</td> </tr> </tbody> </table> <p>In addition, a late invoice received from VHMC £28.50 was received and approved along with the above invoice for payment this month.</p> <p>b) Balances Balance of Unity Trust accounts as at 7<sup>th</sup> September 2022 – Current Acc. £21,271.69 and Savings Acc. £15,022.01</p> <p>c) Income received – Western Powers Waybill Cheque is included in the above total. Invoices raised – None</p> <p>d) Audits – The External Audit report completed and comments received. The report was shared with Council ahead of the meeting. <b>RESOLVED</b> to acknowledged its receipt and upload onto the website. Proposed Cllr Davison and Seconded Cllr Morphy, voted – all in favour.</p>	Payee	Details	Total Amount £	VAT@ 20%	Legal Authority	Rachel Raj	Expenses for July/August 2022	83.90	-	LGA 1972 s.112	Steve Morphy	Village mowing	430.00	-	OSA 1906, s15	Dale	40.00		War Memorial	70.00		Maintaining village – Bus Shelter	160.00		George West-Robinson	Annual Chairmans allowance	100.00	-		VHMC	July hall hire	24.00	-		PKF	External Audit Charge	240.00	40.00	LA & Accountability Act 2014	<b>RR/CB</b>
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<p><b>22/599</b> – Correspondence received and circulated</p> <p>Emails received by ACRE have been shared with the council.</p> <p>Cllr Grayson shared a letter he has written to Permitting Supplying NPS Sheffield protesting that a builder has been authorised to discharge a significant amount of waste into the River Welland around Gartree Prison. In that letter he cites the likely adverse impact that such discharge is likely to have for a long stretch of the river downstream. No reply has been received.</p>																																								
<p><b>22/600</b> – Close time and date of next meeting</p> <p>Meeting closed at 8.55pm.</p> <p>Next Parish Council meeting agreed for Wednesday 5<sup>th</sup> October 2022 at 7pm.</p> <p>Cllr Grayson has already given his apologies.</p>	<b>ALL</b>																																							

Signed Chairman \_\_\_\_\_

Date \_\_\_\_\_