



Minutes of Cottingham Parish Council held on Wednesday 5th October 2022 at 7:00 pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

- Attendees: Cllr G West-Robinson (Chair)
 Cllr S Morphy
 Cllr T Russell
 Cllr Mclean-Bowman
 Cllr Mackie
- Ms R Raj (Clerk)
 Cllr K Watt
 Cllr D Sims
 Mr S Morphy – Village Maintenance Contractor

	Action
22/603 – Receive and approve apologies for absence Cllr Bates, Cllr Curtis, Cllr Davison and Cllr Grayson.	
22/604 – To receive declarations of interest under the Council’s Code of Conduct related to business on the agenda Cllr Morphy declared an interest in an item on the payment schedule. <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>	
22/605 – a) To receive and approve for signature the minutes of the Extraordinary Parish Council Meeting held on Wednesday 4 th August 2022. RESOLVED – The minutes to be signed by the Chair as a correct record of the meeting. Proposed Cllr Mackie and Seconded Cllr Morphy, voted – all in favour. b) Minutes from the Parish Council meeting held on the 7 th September. Unable to vote on these minutes. The number of councilors present at this meeting and at the September PC meeting are not quorate to vote on these minutes. Carry over to November.	CELRK
22/606 – a) Note of matters arising from the Extraordinary Parish Council minutes not included on this agenda. 22/581 – This planning application has now been rejected by NNC. 22/582 – A quote for the additional work/help to be completed this project by a local resident has been requested by Cllr West-Robinson. b) Note of matters arising from the September minutes of the Parish Council meeting not included on this agenda. 22/591 – NCalc Environmental Conference – Cllr West-Robinson and Morphy would like to	GWR

<p>attend this online conference on 22nd November, The Clerk to get the log in details.</p> <p>22/592 – Community engagement and Communication – see notes in 22/606 a - 22/582 above.</p> <p>22/594 – NNC Big Pic – The Clerk made contact with Middleton resident who usually organises the litter picks in both villages. Unfortunately, due to a recovering from illness nothing was being arranged this time to tie in with the national Big Pic campaign.</p> <p>The Clerk confirmed that Sarah Barnwell from North Northants Highways Department has accepted an invite to the November Parish Council meeting as per the Road Safety Groups minutes. Cllrs Russell and Mclean-Bowman to compile a list of topics the council would like to discuss with Sarah and send that over ahead of the meeting.</p>	<p>CLERK</p> <p>TMB & TR</p>
<p>22/607 – Report from North Northants Council</p> <p>Cllr Watt and Sims, Ward Councilors had the following report for the PC –</p> <p>The Bin collections day for the whole village is about to change as per information attached to everyone’s bin this week.</p> <p>The decision to levy a Green bin charge has been brought back for review by the scrutiny committee. It costs 1.5 million to empty green bins across the county and the council have no statutory requirement to continue to empty them without charge.</p> <p>Discussion continued on the upcoming budget setting process for NNC’s 2023/24 budget. No sight of this at this stage, however savings need to be made as areas such as Children’s Services were quoted as currently being 3.5 million over spent.</p> <p>The Local Government Association’s Planning Advisory Service are currently looking at NNC’s processes and procedures. The Clerk has sent comments to Lesley from NCALC as requested and it was agreed to share these with Cllr Watts and Sims.</p> <p>Cllr Mclean passed on concerns regarding the planning portal which failed to sent its usual alert when the Methodist Chapel conversation application plans were available for comment. Cllr Sims asked for the details of this case to be sent to him for further investigation. Cllr Sims explained that updating and managing the portal is the responsibility of staff within the Planning Department. This department has recently undergone a major staffing overhaul which could account for such issues and oversights.</p>	<p>CLERK</p> <p>TMB</p>
<p>22/608 – Constabulary matters</p> <p>PC Wilson sent his apologies for the meeting but did provide a report for September which was shared with the Council.</p> <p>Cllr Russell continues to forward the Northamptonshire Police Alerts to Councillors</p>	
<p>22/609 – Public Participation</p> <p>Cllr Curtis shared with The Clerk details of two issues that have been flagged to him over the month.</p> <p>1) Trees overhanging in Blind Lane which is reducing the road width with the cars parked along the road after The George car park.</p> <p>The Clerk to write to the houseowner to remind them of their duty to keep their garden’s overhanging foliage clear of pavements and roads</p> <p>2) Rockingham Road has had some rubble and empty pallets on the grass verge for some time.</p> <p>The Clerk to write to the homeowner suggesting that this area be cleared at their earliest opportunity and the grass left in its original state.</p> <p>Mr S Morphy commented on the increase dog mess again around the village and on the playing field.</p> <p>Mr S Morphy also enquired of the Ward Councillors if the proposed £40 green bin charge is per household or per bin. The Ward Cllrs agreed to raise this question with NNC.</p>	<p>CLERK</p> <p>CLERK</p> <p>Cllr Watt Cllr Sims</p>

<p>22/610 – Representative Matters</p> <p>a) Feedback from outside meetings attended by Councillors or The Clerk during September. Cllr Grayson attended a meeting in Market Harborough regarding waste being disposed of into the river Welland should the proposed new prison development at Gartree go ahead. A report from Cllr Grayson was shared with the Councillors.</p> <p>Cllr Curtis attended the NCalc AGM. Report to follow from Cllr Curtis or NCalc.</p> <p>The Queens Jubilee Canopy course has been rescheduled for 11th November – Cllr Morphy has rebooked the course</p>	<p>MC</p> <p>SM</p>
<p>22/611 – Reports from Sub-committees, working groups and portfolio holders not included elsewhere on the agenda:</p> <ul style="list-style-type: none"> • <u>Joint London Bridge Committee</u> – The book of condolence to be sent off to NNC as the last task for The Clerk to complete for OLB. • <u>Finance Working Group</u> – Meeting agreed for - 13.10.22 at 10.30am The Clerk to book the meeting room. The grant policy to be finalised and the precept 2023/24 work to begin. • <u>The Mill Community Hub Board of Trustees</u> – No update at this time. • <u>Village Hall Management Committee (“VHMC”)</u> – The Church’s plan to hold their ‘Warm hub’ at the hall is still in discussion. A fundraising event for the VHMC is planned for 15th October in the hall. • <u>Community Engagement and Communications</u> (incorporating PC Website) – Cllr West-Robinson has begun the process of placing the order for the new website with Netwise. • <u>Friends of Green Spaces</u> – A meeting was agreed for Friday 14th October at 7pm. Cllr West-Robinson to check if this date still suits the majority of the group. • <u>Road Safety Group</u> – The group are due to meet on Tuesday 1st November. • <u>The Dale liaison role</u> <ul style="list-style-type: none"> ○ Tree planting area cleared is complete and now has a single gate installed and double gate entrance section with a removal panels. ○ Removal of existing memorial tree fencing – Cllr West-Robinson and The Clerk will contact Lawson Coaches to try to speak to a close relative to Eric Lawson to discuss the plans in the dale and existing memorial trees. ○ Cllr West-Robinson and The Clerk have had conversations with a resident keen to install a memorial bench in the dale. This will be added to the November meeting for a full discussion. • <u>Footpath Warden</u> <p>The monthly report has been received and shared from the Footpath Warden. The paths are all currently clear and no issues have been highlighted. The zig zag path fence has been flagged as requiring attention in places. Cllr Grayson has tried to discuss this path with Highways on behalf of the FroGS group. This is a question to include in the list for Sarah Barnwell from Highways visiting in our November meeting.</p> 	<p>CLERK</p> <p>GWR & CLERK</p> <p>GWR</p> <p>GWR & CLERK</p> <p>CLERK</p> <p>TR & TMB</p>
<p>22/612 – Planning Sub-Committee Meeting</p> <p>a) Meetings during September.</p> <p>The minutes from the meeting held on 29th September could not be approved as there were not enough council members present this evening who attended the planning meeting. Defer till CPC 2nd Nov.</p> <p>Regarding the two applications that were discussed, the letters were shared with the council. It was noted earlier with the ward Councillors that the application for the application to converted Methodist Chapel was not received by the council for comment. Cllr Mclean-Bowman to share this issue with Cllr Sims who will follow this up with the planning department.</p>	<p>TMB</p>

<p>b) Little Meadow, Oakley Park & Peasdale Hill Field – Update on appeal. A new date for the appeal has not been released but it is likely to be early December. It was noted that the appeal concerning the Travellers site at Loddington has been rejected, and rigorous conditions imposed upon the appellants.</p>																																				
<p>22/613 – Village Environment – Dog fouling offenders and CPC options/actions It was agreed to cost up some A5 Perspex signs – carry this over to the November meeting.</p>	CLERK																																			
<p>22/614 – General Parish Matters a) Proposed First Aid Training from North Northants First Responders. The Clerk to arrange to re-book this training. b) Consultation (NNC and Other) There are currently none outstanding to respond to. c) Update on agreed action re: walkabout, drain measuring etc. Cllr Mackie confirmed he will undertake this work. The specification of what and which are required to be listed by Cllr Russell.</p>	CLERK AM & TR																																			
<p>22/615 – Governance 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 November meeting. b) CPC new grants Policy This will be reviewed and finished including the application form in the upcoming Finance Working Group meeting and then shared with the council for final approval and adaption.</p>	GWR & CLERK FINANCE WG																																			
<p>22/616 – Councilor and Clerk matters (e.g. training, holiday, anticipated absence) The Council agreed the 8 hours overtime Cllr West-Robinson authorised in the Clerk’s September salary to cover the unexpected OLB additional hours.</p>																																				
<p>22/617 – Finance a) To pass resolution to approve payment to be made as per schedule circulated prior to the meeting. * An additional 3 invoice received on the day by the Clerk were also included. RESOLVED – Proposed Cllr Mackie and Seconded Cllr Mclean-Bowman, voted – all in favour. (Note: Cllr Morphy ineligible to vote).</p> <table border="1" data-bbox="132 1391 1102 1675"> <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 October 2022</td> <td>43.89</td> <td>-</td> <td>LGA 1972 s.112</td> </tr> <tr> <td>Wave</td> <td>Water charge for the Dale</td> <td>74.13</td> <td>-</td> <td></td> </tr> <tr> <td>Mr Owen Davison</td> <td>Refund for Annual charge for the Domain Name</td> <td>8.39</td> <td>1.40</td> <td></td> </tr> <tr> <td>*LE16</td> <td>Newsletter Printing – Autumn 22</td> <td>94.00</td> <td></td> <td></td> </tr> <tr> <td>*Steve Morphy</td> <td>Mowing September Dale Clearance, Materials including Gate (Aug - Oct</td> <td>565.00 560.00</td> <td></td> <td></td> </tr> <tr> <td>*VHMC</td> <td>September Hall Hire</td> <td>33.00</td> <td></td> <td></td> </tr> </tbody> </table> <p>RESOLVED – Also to pay the Netwise invoice £1,114.80 (Including VAT) to enable the order of the new website to be placed. Proposed Cllr West-Robinson and Seconded Cllr Mclean-Bowman, voted – all in favour. b) Balances Balance of Unity Trust accounts as at 5th October 2022 – Current Acc. £19,067.02 in addition to the approved payments from last month an £18 service charge and £355.36 DD for Public Loans have left the account. Savings Acc. £15,044.73 in addition received £22.72 interest payment received c) Income received – none Invoices raised – VAT 2021/22 reclaim £1,107.69 has been submitted to HMRC.</p>	Payee	Details	Total Amount £	VAT@ 20%	Legal Authority	Rachel Raj	Expenses for October 2022	43.89	-	LGA 1972 s.112	Wave	Water charge for the Dale	74.13	-		Mr Owen Davison	Refund for Annual charge for the Domain Name	8.39	1.40		*LE16	Newsletter Printing – Autumn 22	94.00			*Steve Morphy	Mowing September Dale Clearance, Materials including Gate (Aug - Oct	565.00 560.00			*VHMC	September Hall Hire	33.00			GWR & CLERK
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<p>d) School sign issues – Cllr West-Robinson and The Clerk updated the council on the current position with the sign installation issues. The discussion on the pole installation is ongoing with COEVAL.</p>	
<p>22/618 – Correspondence received and circulated including: Corby Local Cycling and Walking Infrastructure Plan NCALC mini and digital updates since last meeting</p>	
<p>22/619 – Close time and date of next meeting Meeting closed at 9pm. Next Parish Council meeting agreed for Wednesday 2nd November 2022 at 7pm.</p>	

Signed Chairman _____

Date _____