



Minutes of Cottingham Parish Council held on Wednesday 7<sup>th</sup> December 2022 at 7:00 pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

- Attendees: Cllr G West-Robinson (Chair)  
 Cllr D Grayson  
 Cllr O Davison
- Ms R Raj (Clerk)  
 Cllr Kevin Watt – NNC Ward Councilor  
 Mr S Morphy – Village Maintenance Contractor

	Action
<b>22/641</b> – Receive and approve apologies for absence. Cllrs Bates, Mclean-Bowman, Morphy, Russell, Curtis and Mackie	
<b>22/642</b> – To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. None received.	
<b>22/643</b> – To receive and approve for signature the minutes of the Parish Council Meeting held on Wednesday 2 <sup>nd</sup> November 2022. <b>RESOLVED</b> – The minutes to be signed by the Chair as a correct record of the meeting. Proposed Cllr Davison and Seconded Cllr West-Robinson, voted – 2 Cllrs in favour present at this meeting and 1 abstain.	
<b>22/644</b> – Notes of matters arising from the minutes of previous Parish Council Meetings not included on this agenda. 22/609 – Cllr West-Robinson deferred publicising the agreed request that residents whose gardens overhang the pavements around the village keep them trimmed to avoid obstruction for pedestrians until the next edition of the newsletter. 22/626 – Cllr Mclean-Bowman emailed the police (PCSO) regarding the information of a parked car on High Street bend. 22/629 – Report from Sarah Barnwell, The Clerk and Road Safety committee received a follow up email from Sarah, The Clerk will share when the whole Council. Regarding the map of Glover Court Sarah included in her reply, Cllr West-Robinson to share with Cllr Watts to see if he is able to assist with finding out who is responsible for the trees at the top of Glover Court. The Dale - Memorial tree fencing still to be removed, Steve Morphy to complete this work when he is able to.	<b>GWR</b>    <b>CLERK</b>   <b>GWR</b> <b>SM</b>
<b>22/645</b> – Report from North Northants Council. Cllr Watt updated Council on a recent meeting regarding cycling routes in and around Corby. Cottingham/Middleton/East Carlton have been included on the list of routes. Funding to complete this work now needs to be sourced. Discussion on the 2 different boundary consultations that have recently take place. It was confirmed NNC will not be completing their Budget setting for 2023/24 until March.	

<p><b>Empowerment Fund:</b> Our three Ward Councillors each have £3k to spend between their 9 Parish Councils on a theme of “heating and warm food” (e.g., Warm Space Hubs or similar initiatives). CPC will get in touch with Middleton Parish Council (MPC) and discuss options and then approach Cllr Watt with a proposal.</p>	<p><b>GWR</b></p>
<p><b>22/646</b> – Constabulary matters. PC Wilson sent his apologies for the meeting and provide a report for November which was shared with Council. Cllr Russell continues to forward the Northamptonshire Police Alerts to Councillors.</p>	<p><b>TR</b></p>
<p><b>22/647</b> – Public Participation. One member of the public present. No input to this section of the meeting.</p>	
<p><b>22/648</b> – Representative Matters feedback from outside meetings attended by Councillors or The Clerk during November.</p> <ul style="list-style-type: none"> <li>• Welland Wanderer Bus Service -</li> </ul> <p>Cllr Grayson attend a meeting of local parishes and shared a report with Council. All parish involved in the bus route have committed to contribute towards 2023/24 financial year bus service, however after not putting up the costs for several years Lawsons bus company will need to put their cost up in 2023, also NNC have not yet agreed (and may not agree) to match fund the costs for 23/24 year. The service is currently funded up till the end of March. Other options for a local service will be discussed with the collective of PC’s.</p> <ul style="list-style-type: none"> <li>• Parish Council Network Event – Cost of Living</li> </ul> <p>Cllr Grayson attend this event on Zoom and shared a report with Council.</p> <ul style="list-style-type: none"> <li>• NACLCL Climate Conference</li> </ul> <p>Cllr West-Robinson and Morphy attend this event on Zoom. Cllr West-Robinson will summarise and share a report with Council.</p>	<p><b>DG</b></p> <p><b>GWR</b></p>
<p><b>22/649</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>Road Safety and Highways Working Group</u> – Copy of the last meeting minutes have been shared with Council and the next meeting planned for 10<sup>th</sup> January 2023.</li> <li>• <u>Finance Working Group</u> – The budget the FWG have worked on has been shared with the whole Council to show how this relates to the precept for 2023/24. It was agreed to call a final working group on Monday 19<sup>th</sup> December at 10am and invite the whole Council before the precept form is due in January 2023. Cllr Watt confirmed NNC’s budget will not be finalised until March, and a medium-term plan will be discussed on 9<sup>th</sup> Feb 2023.</li> <li>• <u>The Mill Community Hub Board of Trustees</u> – The car park is still the focus and a meeting with the Planning Department to be arranged to see how far the current plans are still valid.</li> <li>• <u>Village Hall Management Committee (“VHMC”)</u> – The legal paper work is now complete and subject to final legal admin tasks, the VHMC will be transferring ownership of the village acre to The Mill Community Hub Board of Trustees.</li> <li>• <u>Community Engagement and Communications</u> (incorporating PC Website) – <ul style="list-style-type: none"> <li>○ Website – update and progress and next steps. A Netwise prototype is ready to use to kick start this project. A meeting is planned for Wednesday 14<sup>th</sup> December at 6.45pm</li> <li>○ Coronation 6<sup>th</sup> May 2023 – preliminary ideas Cllr West-Robinson has spoken with MPC and they have agreed to arrange a join celebration as previously with the jubilee. A joint meeting to be convened early in 2023</li> </ul> </li> <li>• <u>The Dale</u> – <ul style="list-style-type: none"> <li>○ Water Issues: Cllr West-Robinson will speak with Mr Freestone the land owner</li> </ul> </li> </ul>	<p><b>ALL</b></p> <p><b>DG, CB GWR &amp; CLERK</b></p>

<p>regarding the usage the PC's water supply.</p> <ul style="list-style-type: none"> <li>○ Trees: 20 trees have now been planted; more have been donated it was discussed that we could also plant some around the edge of the playing field.</li> <li>● <u>Friends of Green Spaces (FroGS)</u> – <ul style="list-style-type: none"> <li>○ Projects (Planting, bulb donation scheme etc.): The Zig Zag path has been planted with bulbs and again more donations have been received than were needed so other areas can be planted.</li> <li>○ Members: The group now has approximately 35 members. It was suggested more of the activities are planned for a weekend. Next FroGS meeting scheduled for 12<sup>th</sup> Jan 2023</li> </ul> </li> <li>● <u>Footpath Warden</u> – Thank you to our Footpath Warden for the monthly report which was shared with Council ahead of the meeting. Nothing unusual for the time of year to report regarding the paths in and around the village.</li> <li>● <u>Governance</u> – <ul style="list-style-type: none"> <li>○ ToRs for Committees and Working Groups (Cllr Grayson): This item is deferred to next month</li> <li>○ Internal audits (Cllr Russell &amp; West Robinson): This item is deferred to next month</li> <li>○ S137 Grant Scheme – Update: The policy is complete the acceptance by Council will be deferred to next month.</li> </ul> </li> </ul>	<b>GWR</b>
<p><b>22/650</b> – Planning Sub-Committee</p> <p>a) Approval of minutes of meeting held on 15<sup>th</sup> November. <b>RESOLVED</b> to accept the minutes, Proposed Cllr Grayson and Seconded Cllr West-Robinson, voted – all in favour.</p> <p>b) Appeal for Ganders Farm update (Cllr Grayson): Cllr Grayson has shared the details of his appeal speech with Council and will discuss its contents with the owners of Ganders Farm. Appeal hearing set for 14th December. A further 2 planning applications have been received and a meeting agreed for Wednesday 14th December at 6pm.</p> <p>c) Little Meadow, Oakley Park &amp; Peasdale Hill Field: Tom Pursglove chaired a follow up meeting with the 2 PCs, RAG, NNC (officers and an elected member). Unlike the previous meeting which had been confined, under some protest from PCs and RAG to the single issue of loose and dangerous dogs, this agenda was broader and included enforcement issues, forthcoming appeals etc.</p>	<b>DG</b> <b>ALL</b>
<p><b>22/651</b> – Village Environment/Maintenance</p> <p>a) Artwork and Quotation approval on printing Dog Poo signs – The Clerk produced 4 options for the sign. Design 2 was the preferred artwork and it was agreed to order 25 signs at £50 + VAT,</p> <p>b) School Sign update – Cllr West-Robinson agreed to follow up the pole make with the installation company.</p> <p>c) Winter preparation – The grit bins are currently full.</p>	<b>CLERK</b> <b>GWR</b>
<p><b>22/652</b> – General Parish Matters</p> <p>a) Proposed First Aid Training from North Northants First Responders: The Clerk to check if Wednesday evenings are available for the training and propose - 18th January or 8th February.</p> <p>b) Consultation (NNC and Other): The parliamentary proposed boundary change for</p>	<b>CLERK</b>

<p>Cottingham, Middleton and East Carlton has now closed, however there is still a consultation for the Ward Councillor's areas.</p> <p>c) Update on agreed action re: walkabout, drain measuring etc.: Defer this until the next month and arrange a PC walk about in February.</p> <p>d) Fence on 'Wibbly Wobbly' path: Steve Morphy, the PC's village maintenance contractor, has provided a rough quote but will re-visit the fence to see if the cost can be reduced.</p> <p>e) Correspondence from Church enclosing the annual invoice for churchyard maintenance and enquiring as to whether CPC will make a contribution. Cllr Grayson proposed that we donate £400 this year, seconded by Cllr Davison. All in favour.</p>	<b>CLERK</b>																																								
<p><b>22/653</b> – Councillor and Clerk matters (e.g. training, holiday, anticipated absence). The Clerk has booked a Christmas week holiday from Wednesday 28<sup>th</sup> – 30<sup>th</sup> December.</p>																																									
<p><b>22/654</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 Davison and Seconded Cllr Grayson, voted – all in favour.</p> <table border="1" data-bbox="132 804 1273 1216"> <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 December 2022</td> <td>53.59</td> <td>1.66</td> <td>LGA 1972 s.112</td> </tr> <tr> <td>Steve Morphy</td> <td>Village Mowing Annual Playing Field Mowing War Memorial and replacement Bark Chippings Supply of Quicks and Small Trees = 195 plants and protection</td> <td>230.00 693.00 73.94 200.00</td> <td>-</td> <td>OSA 1906 s 15  War Memorial LAP Act 1923 s 1</td> </tr> <tr> <td>LE16</td> <td>December Newsletter</td> <td>94.00</td> <td>-</td> <td>LGA 1972 s 142</td> </tr> <tr> <td>VHMC</td> <td>October &amp; November Hall Hire</td> <td>69.00</td> <td></td> <td></td> </tr> <tr> <td>David Grayson</td> <td>Refund for Memory stick Purchased to hold Neighbourhood Plan</td> <td>16.00</td> <td></td> <td></td> </tr> <tr> <td>NCALC</td> <td>VAT recovery from invoices charged during 2021/22</td> <td>-</td> <td>154.50</td> <td></td> </tr> <tr> <td>St Marys Magdaline Church</td> <td>Contributions to the church yard maintenance/cutting</td> <td>400.00</td> <td></td> <td>LGA 1972 s 215</td> </tr> </tbody> </table> <p>b) Balances Balance of Unity Trust accounts as at 7<sup>th</sup> December 2022 – Current Acc. £15,113.20 Savings Acc. £15,044.73</p> <p>c) Income received – nothing Invoices raised – Dale grazing invoice for 2022 - £420.00</p>		Payee	Details	Total Amount £	VAT@ 20%	Legal Authority	Rachel Raj	Expenses for December 2022	53.59	1.66	LGA 1972 s.112	Steve Morphy	Village Mowing Annual Playing Field Mowing War Memorial and replacement Bark Chippings Supply of Quicks and Small Trees = 195 plants and protection	230.00 693.00 73.94 200.00	-	OSA 1906 s 15  War Memorial LAP Act 1923 s 1	LE16	December Newsletter	94.00	-	LGA 1972 s 142	VHMC	October & November Hall Hire	69.00			David Grayson	Refund for Memory stick Purchased to hold Neighbourhood Plan	16.00			NCALC	VAT recovery from invoices charged during 2021/22	-	154.50		St Marys Magdaline Church	Contributions to the church yard maintenance/cutting	400.00		LGA 1972 s 215
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<p><b>22/655</b> – Correspondence received and circulated including: Emails regarding hedgehogs – no support at this time Email from resident regarding the Playing Field, Cllr West-Robinson to respond and arrange a meeting face to face in the new year.</p>	<b>CLERK</b>  <b>GWR</b>																																								
<p><b>22/656</b> – Close time and date of next meeting Meeting closed at 9.10pm. Next Parish Council meeting agreed for Wednesday 4<sup>th</sup> January 2023 at 7pm. Cllr West-Robinson has already given his apologies this meeting will be chaired by the Vice-Chair.</p>	<b>ALL</b>																																								

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

Date \_\_\_\_\_