



Cottingham Parish Council

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Minutes of Cottingham Parish Council Meeting held on Wednesday 7th June 2023 at 7:00 pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

- Attendees: Cllr G West-Robinson (Chair)
 Cllr A Mackie
 Cllr T Russell
 Cllr D Grayson
 Cllr S Morphy
- Ms R Raj (Clerk)
 PC Brad Wilson
 Mr Lenny McIlHatton – NNC Safer Corby Team
 Mr Steve Morphy – Parish Maintenance Contractor

	Action
<p>23/745 – Receive and approve apologies for absence.</p> <p>Cllrs Mclean-Bowman, Davison and Curtis</p>	
<p>23/746 – To receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.</p> <p>Cllr Morphy declared an interest in a payment for approval on the schedule for June. <i>The 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 those agenda items, but without a vote on them.</i></p>	
<p>23/747 – To receive and approve for signature the minutes of the Annual Parish Council Meeting held on Wednesday 3rd May 2023.</p> <p>RESOLVED – The minutes to be signed by the Chair as a correct record of the meeting. Once the initials DG have been removed from point 22/725.</p> <p>Proposed Cllr Mackie and Seconded Cllr Morphy, voted – all in favour except 1 Abstain</p>	
<p>23/748 – Notes of matters arising from the minutes of previous Parish Council meetings not included on this agenda.</p> <p>22/725 – It has been confirmed by Cllr Morphy and Coeval that the school speed warning sign on Mill Road has now been pre-programmed with the school’s time table.</p> <p>22/721 Cllr Morphy confirmed she has fed back to the resident enquiring about the hedge cutting along Rockingham Road, that this will be re-visited in September.</p> <p>The Clerk confirmed a signed copy of the new Dale bench policy has been signed and returned to the council by Mrs Beadsworth.</p>	

<p>23/249 – Public Participation.</p> <p>No Public present</p>																																														
<p>22/750 – Finance.</p> <p>a) To pass a resolution to approve payment to be made as per schedule circulated prior to the meeting including an amendment to the VHMC payment to include a missing invoice from February.</p> <p>RESOLVED – Proposed Cllr Mackie and Seconded Cllr Grayson, voted – all in favour except 1 abstain.</p> <table border="1" data-bbox="145 595 1348 853"> <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 May 2023</td> <td>63.57</td> <td>1.66</td> <td>LGA 1972 s.112</td> </tr> <tr> <td>NCALC</td> <td>Training course – MC</td> <td>50.40</td> <td>8.40</td> <td></td> </tr> <tr> <td>VHMC</td> <td>April Hall Hire</td> <td>24.00</td> <td></td> <td></td> </tr> <tr> <td></td> <td>May Hall Hire</td> <td>36.00</td> <td></td> <td></td> </tr> <tr> <td></td> <td>February Hall Hire</td> <td>36.00</td> <td></td> <td></td> </tr> <tr> <td>Steve Morphy</td> <td>Village mowing x 3 and 2 x back of garages</td> <td>680.00</td> <td>-</td> <td>Highways Act 1980, ss. 43,50</td> </tr> <tr> <td></td> <td>Chain harrowing the playing field</td> <td>70.00</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Village maintenance and War Memorial</td> <td>90.00</td> <td></td> <td>War Memorials Act 1923 S1</td> </tr> </tbody> </table> <p>b) Balances – Current A/c £29,975.22 and Savings A/c £15,164.33</p> <p>c) Income Received - £10,653.89 HMRC payment received in error – The Clerk to follow this up with HMRC and arrange the return of the money. £40 received relating to Invoice CPC021 raised. Invoices Raised – None raised.</p> <p>d) Update on spend to date - to follow</p> <p>Cllr Russell to complete a spot-check Audit next week on the current financial year’s accounts. The Clerk advised the Council that having a qualified Clerk alters The Council’s status under Localism Act 2011, sections 1 to 8 and gives The Council The General Power of Competency (GPC). This will be discussed and included in the July meeting agenda.</p>	Payee	Details	Total Amount £	VAT@ 20%	Legal Authority	Rachel Raj	Expenses for May 2023	63.57	1.66	LGA 1972 s.112	NCALC	Training course – MC	50.40	8.40		VHMC	April Hall Hire	24.00				May Hall Hire	36.00				February Hall Hire	36.00			Steve Morphy	Village mowing x 3 and 2 x back of garages	680.00	-	Highways Act 1980, ss. 43,50		Chain harrowing the playing field	70.00				Village maintenance and War Memorial	90.00		War Memorials Act 1923 S1	<p>TR & CLERK</p> <p>CLERK</p>
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<p>23/751 – Report from North Northants Council.</p> <p>The quarterly report sent to The Clerk from the Corby Safer Team has been shared with the Council ahead of the meeting. Lennie explained they are still tasked with dealing with anti-social behavior and he will continue to share with us the quarterly report.</p>																																														
<p>23/752 – Constabulary matters.</p> <p>The monthly crime report sent by PC Wilson was shared with the council ahead of the meeting. PC Wilson had nothing else to share with the council at this time.</p>																																														
<p>23/753 – Summary reports / updates from sub-committees, working groups and portfolio.</p> <ul style="list-style-type: none"> <u>Governance working group: Policies/Governance documents & reviews</u> Agreed a meeting with Cllrs West-Robinson, Grayson and the Clerk to discuss which policies require re-adopting and which policies the council still need to add to their list of current adopted policies. Meeting set for 11.30am, Thursday 15th June. <u>Planning Committee</u> An application for the felling of a tree at The Hunting Lodge Mews is on the weekly planning list The Clerk receives. The council have not been asked to comment. It was agreed that 	<p>GWR, DG & CLERK</p>																																													

<p>Council's stance would be that any such recommendation by NNC's Tree Warden should have the Parish Council's support.</p> <p>An email has been received from the planning officer dealing with 11A Water Lane asking for the Parish Councils feedback on the access to this plot. It was agreed that Cllr Mackie will convene a meeting of the Planning Committee to discuss this matter and, this being the first meeting since the Annual Parish Council meeting, also elect a Chair.</p> <ul style="list-style-type: none"> • <u>Finance Committee</u> <p>A meeting has been arranged for Thursday 15th June at 10.30am. As above, this first 2023-24 meeting will also elect a Chair.</p> <ul style="list-style-type: none"> • <u>Road Safety & Highways work group.</u> <p>Met on 6th June. It was reported Highways have agreed to move the 30mph sign back further out on Rockingham Road to the last house. Council agreed that, ideally, this should be moved a little further back to the village sign. Cllr Russell to go back to Sarah Barnwell to see if this is possible.</p> <p>Cllr Mackie is to complete a new report on the sunken drain covers and road surface on Ripley Road. Next meeting planned Tuesday 25th July at 7pm</p> <ul style="list-style-type: none"> • <u>Community engagement and Communications</u> (incorporating PC Website) – Cllr West-Robinson to draft information for the next new letter. <p>Cllr West-Robinson and the website consultant (Charlotte) to progress the new website plans, and start to populate the site with sample content so functionality such as searching can be tested. GWR to discuss the transition, particularly regarding the domain hosting, with the current provider.</p> <ul style="list-style-type: none"> • <u>The Dale</u> Nothing to report currently. • <u>FroGS</u> The next monthly meeting will be for Thursday 8th June. • <u>Footpath Warden</u> Council expressed thanks to our Footpath Warden for the monthly report which was shared with Council ahead of the meeting. Since the report was produced Steve Morphy has cleared the path behind the playing field which we had received several complaints about. He will also address the broken stile referred to in the report. • <u>Mill Board & VHMC</u> A new caretaker has been appointed to manage the hall cleaning, maintenance and booking system. The Mill are leading on the Village Fete on 15th July this summer which will be a joint venture with the Church and the School. 	<p>AM</p> <p>FINANCE COM.</p> <p>TR</p> <p>AM</p> <p>GWR</p> <p>GWR</p> <p>ALL</p> <p>ALL</p>
<p>23/754 – Village Maintenance / environment including but not limited to:</p> <ul style="list-style-type: none"> • Feedback from village maintenance contractor Steve Morphy confirmed that the hedge on Mill Road has been lightly and carefully trimmed to maintain optimum driver visibility on that hazardous bend. • Outcome of recent walkabout The following were identified – Bus Shelter roof at the top of Glover Court should be replaced. The Clerk to obtain a quote from the village maintenance contractor Manhole has sunk on the edge of the playing field on NNC's portion of the field. It is thought this could be Anglian Water's responsibility and liability. Also, a cover along the 	<p>CLERK</p>

<p>access road to school and village hall is damaged. Cllr Mackie has agreed to report these on Fix my Street to begin with.</p>	<p>AM</p>
<p>23/755 – General Parish Council matters including but not limited to:-</p> <ul style="list-style-type: none"> • Annual Parish Meeting – summary report. The meeting took place on 31st May and was a very successful with approximately 19 residents in attendance. A full report will be available in due course and added to the PC’s website. • Councillor Vacancy The Council still have 1 seat vacant seat on the Council where they can now co-opt a new councillor. No written expressions were received by the Clerk by the end of May as detailed in previous minutes. • Progressing the Section 137 Grant & Awards Scheme. The finance committee will confirm the amount put aside for this scheme during 2023/24. The Clerk will share an application form produced, then the scheme is ready to go live. • Bus Service update. Extra grant funding has been received so the service can continue till Nov/Dec time. • CPC owned land update. The Land behind the garage has been planted with wild flower seeds in 2 test areas by Cllr Grayson. We wait for the results to determine if this is a solution for managing this area of ground going forward. • Speed Watch. Cllr Curtis has arranged for the PC to have the radar speed check equipment in the summer - dates to be confirmed. • Consultations. Consultation received and shared with the council regarding the new political map, replies required by 7th August. • Cllr and Clerk matters (planed absence, training etc) The Clerk has now completed her CiLCA training course and as per her contract will receive an increase to the next pay scale. It was RESOLVED by Cllr West-Robinson this should be calculated from the start of this financial year. Proposed Cllr Mackie and Seconded Cllr Russell, vote all in favour 	<p>ALL</p> <p>ALL</p> <p>GWR</p>
<p>23/756 – Correspondence received by and circulated by The Clerk.</p> <p>All emails for the council have been shared over the month and there are none that require any discussion or response apart from the consultation detailed above. It was noted NCALC’s quarterly update contained useful information as always.</p>	<p>ALL</p>
<p>23/757 – Close time and date of next meeting.</p> <p>Meeting closed at 8.47pm. Next meeting Wednesday 5th July 2023 at 7.00pm</p>	<p>ALL</p>

Signed Chairman _____ Date _____