

Minutes of Cottingham Parish Council Meeting held on Wednesday 4th October 2023 at 7:00 pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

Attendees: Cllr D Grayson (DG) - Acting Chair
 Cllr T Russell (TR)
 Cllr S Morphy (SM)
 Cllr M Curtis (MC)
 Cllr O Davison (OD)
 Cllr T Mclean-Bowman (TMB)
 Cllr A Mackie (AM)

1 vacant seat

Mrs R Faulkner (Clerk)
 Mr S Morphy – Parish Maintenance Contractor (STEVE)
 PC Brad Wilson

	Action
<p>23/797 – Receive and approve apologies for absence.</p> <p>Cllr West-Robinson</p>	
<p>23/798 – To receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.</p> <p><i>Cllr Morphy and Davison declared an interest in a payment for approval on the schedule for October. In accord with sections 4(t)iv, 14(b) and 14(g) of the Standing Orders, granted a dispensation permitting both Councillors to remain in the meeting for that agenda items, but without a vote.</i></p>	
<p>23/799 – To receive and approve for signature the minutes of the Parish Council Meeting held on Wednesday 6th September 2023.</p> <p>RESOLVED – The minutes to be signed by the Acting Chair as a correct record of the meeting Proposed Cllr Davison and Seconded Cllr Curtis, voted – all in favour, except 1 Abstain.</p>	CLERK
<p>23/800 – Notes of matters arising from the minutes of previous Parish Council meetings not included on this agenda.</p> <p>23/786 (b) – The Clerk confirmed after checking the delivery of the letter sent to the new owner of the Methodist Chapel a brief telephone and text conversation has taken place but no confirmation of the how they plan to deal with the current H&S issues with the window glass. It</p>	

<p>was agreed a second letter should be sent by text and post requesting a further 7 days to respond with their plans to deal with the perishing window frames otherwise the council will deal with this matter and charge this back to the owner.</p>	CLERK																																								
<p>23/801 – Public Participation.</p> <p>An email received from a resident requesting the timetable of the R1 bus is displayed in the bus shelter on Corby Road has been actioned by Cllr Grayson and The Clerk. It was agreed the old wooden and plastic timetable holder which is too old and broken to reuse should be removed. Cllr Mackie has agreed to remove this.</p>	AM																																								
<p>22/802 – Finance.</p> <p>a) To pass a resolution to approve payment schedule circulated prior to the meeting excluding the VHMC payment as nothing has been received this month from the VHMC. RESOLVED – Proposed Cllr Curtis and Seconded Cllr Russell, Voted, – all in favour, except 2 abstain.</p> <table border="1" data-bbox="145 770 1303 1196"> <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 Faulkner</td> <td>Expenses for September 2023</td> <td>47.59</td> <td>1.66</td> <td>LGA 1972 s.112</td> </tr> <tr> <td>Steve Morphy</td> <td>Village mowing September 2 Village and 1 x back of garages Path clearing streaming</td> <td>425.00 180.00</td> <td>-</td> <td>Highways Act 1980, ss. 43,50</td> </tr> <tr> <td>Steve Morphy</td> <td>Refund of Plants purchased on behalf of FroGS</td> <td>40.00</td> <td>-</td> <td></td> </tr> <tr> <td>VHMC</td> <td>Hall Hire</td> <td>TBC</td> <td></td> <td></td> </tr> <tr> <td>Wave</td> <td>Dale water supply</td> <td>35.32</td> <td></td> <td></td> </tr> <tr> <td>Owen Davison</td> <td>Refund of annual domain renewal (Krystal Hosting Ltd)</td> <td>8.39</td> <td>1.40</td> <td></td> </tr> <tr> <td>Netwise Ltd</td> <td>Hosting, Supporting and Maintenance annual free</td> <td>396.00</td> <td>66.00</td> <td></td> </tr> </tbody> </table> <p>b) Balances – Current A/c £13,450.65 and Savings A/c £15,353.30 c) Income Received – 15/09 - £568.42 VAT reclaim and £103.57 – Interest received into savings account. Payments out of the current account not on the schedule of payments - £18 bank service charge and £355.36 Public Works Loan DD. Invoices Raised – Grazing Invoice £420 for 2023 and NNC Urban Grant invoice £476.95 d) Update on spend to date – The Clerk shared a Spend-to-Date spreadsheet which tracks expenditure and income against budget.</p>	Payee	Details	Total Amount £	VAT@ 20%	Legal Authority	Rachel Faulkner	Expenses for September 2023	47.59	1.66	LGA 1972 s.112	Steve Morphy	Village mowing September 2 Village and 1 x back of garages Path clearing streaming	425.00 180.00	-	Highways Act 1980, ss. 43,50	Steve Morphy	Refund of Plants purchased on behalf of FroGS	40.00	-		VHMC	Hall Hire	TBC			Wave	Dale water supply	35.32			Owen Davison	Refund of annual domain renewal (Krystal Hosting Ltd)	8.39	1.40		Netwise Ltd	Hosting, Supporting and Maintenance annual free	396.00	66.00		
Payee	Details	Total Amount £	VAT@ 20%	Legal Authority																																					
Rachel Faulkner	Expenses for September 2023	47.59	1.66	LGA 1972 s.112																																					
Steve Morphy	Village mowing September 2 Village and 1 x back of garages Path clearing streaming	425.00 180.00	-	Highways Act 1980, ss. 43,50																																					
Steve Morphy	Refund of Plants purchased on behalf of FroGS	40.00	-																																						
VHMC	Hall Hire	TBC																																							
Wave	Dale water supply	35.32																																							
Owen Davison	Refund of annual domain renewal (Krystal Hosting Ltd)	8.39	1.40																																						
Netwise Ltd	Hosting, Supporting and Maintenance annual free	396.00	66.00																																						
<p>23/803 – Report from North Northants Council.</p> <p>No staff from NNC present</p>																																									
<p>23/804 – Constabulary matters.</p> <p>The monthly crime report sent by PC Wilson was shared with the council ahead of the meeting. The report was discussed by PC Wilson but there is nothing concerning or anything he needs to expand on. PC Wilson explained it is anticipated he will be returning to full time rural duties by the end of the month. PCSO Chris Asante-Ampado will also still be covering the rural villages and will be mainly working on the opposite shift to PC Wilson to increase their coverage.</p>																																									

<p>23/805 – Governance - Standing Order brought to the October meeting for review and adoption.</p> <p>It was RESOLVED and agreed to adopt the Standing Orders for 2023/24 as they currently stand and look at a full review before May 2024. Proposed Cllr Mackie and Seconded Cllr Davison, Voted - all in favour.</p> <p>Suggested all Councillors read through the SO and note any proposed changes and a small working group will be agreed in early 2024 to update the SO before they are adopted again for 2024/25 financial year.</p>	ALL
<p>23/806 – Planning Committee – Any further planning matters which requires bringing to the council’s attention.</p> <p>Meeting held at 6.30pm this evening nothing further to discuss, the minutes from this meeting will be shared once checked.</p>	
<p>23/807 – Summary reports / updates from sub-committees, working groups and portfolio.</p> <ul style="list-style-type: none"> • <u>Finance Committee</u> Meeting date to be confirmed. • <u>Road Safety & Highways working group.</u> The working group met was held on 19th September 2023. Cllr Russell ran through the minutes share with the council. The Clerk agreed to add to add to the next Newsletter wording to plea for residents to cut back any garden overhanging or where it is encroaching onto the pavements around the village. It was discussed we may be able to arrange for the Payback Team to clear the Corby Road Pavement, The Clerk agreed to contact them via her contact and ask the question. The Clerk to chase the details of the Mill Road speed sign from Coeval The school parking was discussed and as it is the start of the new school year it is as busy as ever. PC Wilson agreed to send PCSO Asante-Ampado to complete a visit at school time. • <u>Community engagement and Communications (incorporating PC Website)</u> There is nothing to report under this heading. • <u>The Dale working group (and tree warden)</u> The cattle are now out of the dale until next year. It was agreed Cllr Curtis would arrange to tie up the ball Cock and when Cllr West-Robinson is available the lid can be added back on the trough for the winter. The dale is still very long so it was agreed Steve Morphy would look and discuss the cost of cutting the dale for one more time before the winter. Discuss action following The Tree Safety and Condition Report completed earlier in the year. There are 4 trees that are listed which require work completing T16 & T18 on the playing field and T9 & T15 in the Dale. Plus, T24 in the Dale requires felling. It was agreed The Clerk will strive to get 3 quotes for the work. Also include in the quotes the work required on the Ash trees on the Playing field that are pushing against the football nets. • <u>FroGS</u> 	<p>CLERK</p> <p>CLERK</p> <p>CLERK</p> <p>PC WILSON</p> <p>SM & CLERK</p> <p>CLERK</p>

<p>Bulbs have been purchased to plant on the bank by the zig zag path. Cllr west Robinson has also completed and sent off an application for a grant from Rockingham Forest to revive the piece the land between the dale and graveyard.</p> <ul style="list-style-type: none"> • <u>Footpath Warden</u> The Footpath Warden's report was circulated ahead of the meeting. Cllr Morphy has passed on to MPC the stile information highlighted in last month's report. • <u>Mill Board & VHMC</u> Plans are set to begin the hedge clearing on Mill Road to create the splay from 24th October during half term in preparation for the car park. The VHMC village hall paperwork is now with NNC legal department so it can be transferred over to The Mill Trust. 	
<p>23/808 – Village Maintenance / environment.</p> <p>The Spread-Eagle car park ownership/rent was discussed and it was agreed Cllr Davison would find out from the owner their plans and bring any propositions back to the council. Its was confirmed the fly tipping onto the playing field from a house in Berryfield along the bottom of the field has been cleared. The fly tipping onto the land behind the Council garage has not been cleared, Cllr Grayson will speak again with the resident concerned.</p>	<p>OD</p> <p>DG</p>
<p>23/809 – General Parish Council matters including but not limited to:-</p> <ul style="list-style-type: none"> • Councillor Vacancy It was agreed the Council will wait for the previous resident who expressed an interest to come back to the council before the position is advertised again. • Consultations The Clerk as forward all consultations received during the past month. It was agreed the latest consultation on the Boundary review should be responded by Councillors individually. • Cllr and Clerk matters (planned absence, training etc) Cllr Curtis and The Clerk are attending NCALC's annual conference on Saturday 7th October in Moulton. Cllr Grayson shared holiday dates with The Clerk. 	<p>ALL</p> <p>CLERK & MC</p>
<p>23/810 – Correspondence received by and circulated by The Clerk.</p> <p>The email received and shared regarding the Comm Mini Bus was discussed and it was agreed Cllr Grayson would reply on behalf of the Council. NCALC weekly report shared.</p>	<p>DG</p>
<p>23/791 – Close time and date of next meeting.</p> <p>Meeting closed at 8.35pm. The Parish Council next meeting will be Wednesday 1st November 2023 at 7.00pm Apologies received by Cllr Grayson for Novembers meeting</p>	<p>ALL</p> <p>CLERK</p>

Signed Chairman _____ Date _____