

Minutes of Cottingham Parish Council Meeting held on Wednesday 6th December 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 O Davison (OD)
 Cllr T Mclean-Bowman (TMB)

1 vacant seat

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

	Action
<p>23/827 – Receive and approve apologies for absence.</p> <p>Cllrs West-Robinson, Morphy, Curtis, Mackie</p>	
<p>23/828 – To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.</p> <p>None received</p>	
<p>23/829 – To receive and approve for signature the minutes of the Parish Council Meeting held on Wednesday 1st November 2023.</p> <p>RESOLVED – The minutes to be signed by the Vice Chair as a correct record of the meeting. Proposed Cllr Russell and Seconded Cllr Davison, voted – all in favour, except 1 Abstain.</p>	
<p>23/830 – Notes of matters arising from the minutes of previous Parish Council meetings not included on this agenda.</p> <p>Nothing to add.</p>	
<p>23/831 – Public Participation.</p> <p>Steve Morphy explained he had discussed with Cllr West-Robinson prior to the meeting the increased number of un-authorised advisement signs that had been put up in the village recently for sales in nearby village halls. The signs put up on Rockingham Road was obscuring the view when residents were leaving their driveways so the sign was taken down. Cllr West-Robinson agreed to pass this message onto Great Easton village hall.</p>	GWR

22/832 – Finance.

a) To pass a resolution to approve payment schedule circulated prior to the meeting including the VHMC invoice received after schedule V2 was issued for £45.00.

RESOLVED – Proposed Cllr Grayson and Seconded Cllr Mclean-Bowman, voted – all in favour.

Payee	Details	Total Amount £	VAT@ 20%	Legal Authority
Rachel Faulkner	Expenses for November 2023	58.09	1.66	LGA 1972 s.112
Steve Morphy	Village mowing November	250.00	-	Highways Act
	Trimming hedge Millfield	170.00		1980, ss. 43,50
	16 x playing field cuts 2023	960.00		
LE16	December Newsletter	100.00		
*Northampton Pension Fund	Admission Fee	360.00	60.00	
VHMC	Hall Hire	TBC	-	

* Already paid.

b) Balances – Current A/c £9,554.04 (ICO DD paid £35) and Savings A/c £15,353.30

c) Income Received – None received

Invoices Raised – None raised.

d) Update on spend to date – The Clerk shared the Spend-to-Date spreadsheet which tracks expenditure and income against budget. It was agreed this should be supplied quarterly going forward.

e) Clerk Pension Scheme enrolment – Cllr West-Robinson updated the council via email before the meeting on the change to the joining fee to LGPF and the change to the PC's contributions.

f) Agree and accept the PC budget for 2024/25 financial year

g) Agree Precept submission to be sent to NNC for 2024/25

Both actions f and g will be forwarded onto the January agenda and it was agreed to call a Financial Committee meeting and invite all Councillors to attend to set the Budget for 2024/25 on Wednesday 13th December at 4pm in the Village Hall Annex.

CLERK

ALL

23/833 – Report from North Northants Council.

Apologies received from Lenny McIlhatton and Brian Houston.

No report was received the NNC Ward Councillors

23/834 – Constabulary matters.

The Clerk was informed by PC Wilson's colleagues he has not been well and not in work recently, therefore there is no report this month.

Cllr Russell had nothing to report.

23/835 – Summary reports / updates from sub-committees, working groups and portfolio.

- Planning Sub-Committee

Cllr Mackie attended the recent West Corby SUD meeting. The council await a report on the meeting.

Cllr Davison agreed to investigate a new build house on Rockingham Road

- Road Safety & Highways working group.

The Clerk confirmed the new owner of the property on the corner of Mill Road and High Street will be removing the hedge that obscures the Give Way sign by the triangle.

The Clerk had shared the letter received from Highways ahead of the meeting regarding their proposed double yellow lines around High Street, Mill Road and Berry Road.

AM
OD

<p>The consultation was discussed and it was proposed to reply with a letter stating the following 3 points:-</p> <ol style="list-style-type: none"> 1. The residents at 1 & 3 Mill Road and 2 Berryfield Road are given the necessary spaces exempt from the double yellow lines in front of their properties for them or their visitors to park. 2. The yellow lines need to be enforceable with the necessary notice on the lamp-post making them legal. 3. If the proposal goes ahead the installation of the lines is timed with the completion of the new Mill car park in the spring, so the school parents have an alternative place to be directed to. <p>The Clerk and Cllr Grayson to draft a reply and share with the Council for agreement.</p> <ul style="list-style-type: none"> • <u>Governance</u> Code and Conduct review. Cllr Grayson shared a draft copy of a reduced version of the current Code of Conduct. It was agreed to adopt this reviewed policy with the following amendments – to Include a list of the 7 Principles of public life and the appendix B & C. It was agreed it will be renewed biennial. Cllr Grayson agreed to make the changes and upload to the website. Proposed Cllr Davison and Seconded Cllr Mclean-Bowman, voted – all in favour. • <u>Community engagement and Communications</u> (incorporating PC Website) A new meeting date required between Cllr West-Robinson, Charlotte and The Clerk for the next stage of the new website set-up. Cllr Mclean-Bowman confirmed the recent article that was written for the Village Newsletter will be included in the next edition due to space in the December issues. • <u>The Dale working group (Cllrs Morphy and Davison) and tree warden (Cllr Davison)</u> Update on the quotations received to undertake work on the trees identified in the survey completed earlier this year. The Clerk shared a spreadsheet that listed 4 anonymous quotes and detailing what each company was quoting for the work on each tree or area of trees. The council discussed the different options and agreed on Quote 1 for the dale work and Quote 3 for pollarding on the playing field lime trees. The Clerk to inform Middleton PC regarding the cost of the work to be completed on the playing field and to message each company who have quoted to thank them for quoting and inform them of the outcome. • <u>FroGS</u> There is currently no update on the recent grant application with Rockingham Forest. • <u>Footpath Warden</u> The Footpath Warden’s report was circulated ahead of the meeting. Nothing to discuss further on this month’s report. The leaves of on the path on high street are building up again it was agreed The Clerk would add a request NNC to clear them on Fix My Street. • <u>Mill Board & VHMC</u> The Christmas Fair took place on Saturday 2nd December in aid of The Mill. The total raised is yet to be announced. No further update to make on either The Mill or VHMC. 	<p>CLERK & DG</p> <p>DG</p> <p>CLERK & GWR</p> <p>CLERK</p> <p>CLERK</p>
<p>23/836 – Village Maintenance / environment.</p> <p>The Clerk has informed Steve Morphy that one of the posts on the grass verge on the bend of High Street has been knocked out and requires replacing and it was requested more are added round the corner as there is still room for 2 cars to park and damage the grass.</p>	<p>STEVE</p>

<p>23/837 – General Parish Council matters including but not limited to -</p> <ul style="list-style-type: none"> • Councillor Vacancy The meeting planned with Peter Craine has been postponed until before the January meeting. • Update on Welland Wanderer bus from Cllr Grayson. Cllr Grayson has shared all the information received regarding the current service with the Council. Cllr Grayson and Russell are due to attend a meeting on Wednesday 13th December in Wilbarston regarding an alternative bus service – CommMiniBus. • Consultation – The Highways yellow line consultation has already been addressed in item 23/835 • Cllr and Clerk matters (planned absence, training etc) The Clerk will be on Holiday over the Christmas week and will issue the January agenda early. 	<p>DG & TR</p> <p>CLERK</p>
<p>23/838 – Correspondence received by and circulated by The Clerk.</p> <p>Weekly correspondence from NCALC have already be shared and any other relevant emails have been forwarded to the Council as and when they arrived.</p> <p><u>In Camera</u> Cllr Davison shared a letter received addressed to the Council regarding a proposition from a resident. The Clerk to scan and share the letter and map with the Council and seek advice from NCALC.</p>	<p>CLERK</p>
<p>23/839 – Close time and date of next meeting.</p> <p>Meeting closed at 8.35pm. The Parish Council next meeting will be Wednesday 3rd January 2023 at 7.00pm</p>	<p>ALL</p>

Signed Chairman _____ Date _____