



Minutes of Cottingham Parish Council Meeting held on Wednesday 6th March 2024 at 7:00 pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

- Attendees: Cllr G West-Robinson (GWR) – Chair
 Cllr D Grayson (DG) – Vice-Chair
 Cllr T Russell (TR)
 Cllr S Morphy (SM)
 Cllr M Curtis (MC)
 Cllr T Mclean-Bowman (TMB)
 Cllr P Crane (PC)
- Mrs R Faulkner (Clerk)
 Mr S Morphy – Parish Council Maintenance Contractor (SKM)
 PC Brad Wilson
 2 members of the public

	Action
<p>24/872 – Receive and approve apologies for absence.</p> <p>Cllrs Davison and Mackie.</p>	
<p>24/873 – 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 two matters under agenda item 24/877. In accordance with sections 4(t)iv, 14(b) and 14(g) of the Standing Orders, the Chair granted a dispensation permitting Cllr Morphy to remain in the meeting for that agenda items, but without either voting or engaging in discussion about these specific matters.</p>	
<p>24/874 – To receive and approve for signature the minutes of the last Parish Council Meeting held on Wednesday 7th February 2024.</p> <p>RESOLVED – The minutes to be signed by the Chair as a correct record of the February meeting minutes. Proposed Cllr Curtis and Seconded Cllr Mclean-Bowman, voted – all in favour.</p>	
<p>24/875 – Notes of matters arising from the minutes of previous Parish Council meetings not included on this agenda.</p> <p>None to discuss.</p>	
<p>24/876 – Public Participation.</p>	

No participation or issues raised by the attending members of the public.

24/877 – Finance.

a) To pass a resolution to approve payment schedule circulated prior to the meeting. The Clerk added the tree work invoice for £3,000 to version 2 of the schedule of payment shared with the council ahead of the meeting.

RESOLVED – Proposed Cllr Curtis and Seconded Cllr Russell, voted – all in favour, except 1 abstain on grounds of declared interest.

Payee	Details	Total Amount £	VAT@ 20%	Legal Authority
Rachel Faulkner	Expenses for February 2024	46.89	1.66	LGA 1972 s.112
NCALC	Off to a Flying Start Training for Cllr Crane	57.60	9.60	
Maintenance contractor	Removal of tree on Corby Road Refurbishment of Bench on Rockingham Rd Removal of Net on Planning Field	250.00 130.00 100.00	-	
VHMC	Hall Hire - February	30.00		
*Maintenance contractor	Fencing materials for new area in Dale	368.78	61.47	
*Aveland Trees	Proforma for tree protections	189.60	31.60	
Maintenance contractor	Materials and labour for tree planting area in the Dale	320.78		
Maintenance contractor	1 x Gate for 'Bide Awhile' Project	83.94		To be reimbursed by RFV Grant
*Payments already made				

b) Balances – Current A/c £423.09 and Savings A/c £14,459.72

c) Income Received – None received, Invoices Raised – None raised.

d) Review and discuss the mowing costs for 2024/25 received from our PC Maintenance Contractor.

The 3 quotes reviewed and discussed are for mowing the playing field, village green spaces and grassed kerb areas and behind the council's garage. The changes include a 3% increase in cost and proposals about the number of cuts for each area based on the actual cuts required by CPC over the previous 2 years.

The Council **RESOLVED** to accept all three quotes, The Clerk to confirm this in writing to the Maintenance contractor. Proposed Cllr Grayson and Seconded Cllr Mclean-Bowman, voted – all in favour, except 1 abstain on grounds of declared interest.

CLERK

24/878– Report from North Northants Council.

Apologies received from Lenny McIlhatton and Brian Houston – Warden Team
Apologies received from Cllr Sims – Ward Councilor

24/879 – Constabulary matters.

PC Wilson ran through the February report supplied to the Council ahead of the meeting. PC Wilson anticipates returning to his normal rural duties around June/July time. There is still no PCSO assigned to the villages.

Cllr Russell to set a date and location with PC Wilson for the Beat Bus to visit the village for a surgery.

TR

<p>24/880 – Planning Sub-Committee</p> <p>a) Update from Cllr Davison on information regarding new build on Rockingham Road. In the absence of Cllr Davison there is no update. The Clerk to check if this is still required on next months agenda or if Cllr Davison has an update for the council.</p> <p>b) Any further Planning matters to be discussed. - The Clerk received the weekly report which included a new application. Details to be passed to the four admin leads of the Planning Committee (Cllrs Curtis, Morphy, Davison and Mclean-Bowman) to investigate over the coming week and to advise the Clerk whether or not a meeting of the Planning Committee is necessary.</p>	<p>OD</p> <p>MC & SM</p>
<p>24/881 – Governance</p> <p>Review and accept the changes proposed by Cllr Grayson and Crane on the Council’s copy of the Standing Orders.</p> <p>RESOLVED to offer thanks to Cllr Grayson and Crane for completing this piece of work. Proposed Cllr West Robinson and Seconded Cllr Curtis, voted – All in favour.</p> <p>RESOLVED to accept the proposed changes shared with the Council ahead of the meeting. Proposed Cllr Grayson and Seconded Cllr Russell, voted – All in favour.</p> <p>Cllr Grayson agreed to make the changes and upload the new version onto the website.</p> <p>The Clerk explained the Asset Register and Risk Assessment also required updating and reviewed ahead of the new financial year.</p>	<p>DG</p> <p>CLERK</p>
<p>24/882 – Summary reports / updates from sub-committees, working groups and portfolio.</p> <ul style="list-style-type: none"> • <u>Road Safety & Highways working group.</u> Meeting took place over Teams on Tuesday 5th April. The Yellow Lines on High Street and moving of the 30mph speed sign on Rockingham Road are out for public consultation, no decision has been finalised by Highways yet. The Clerk and Cllr Grayson now has the details of how to down load the data from the Mill Road speed sign and will attempt to carry this out over the coming month. Next meeting set for 23rd April, 7pm over Teams. • <u>Community engagement and Communications</u> (incorporating PC Website) Cllr West-Robinson and the Clerk continue to work on the content migration to the new website. • <u>The Dale working group (Cllrs Morphy and Davison) and tree warden (Cllr Davison)</u> All the tree work recommended in the tree survey, will be completed this week and the net and replacement pole will be reinstalled as soon as possible behind the goal on the playing field. • <u>FroGS</u> <ol style="list-style-type: none"> 1. Tree planting event Saturday 16th March 2024 – The trees, canes and spirals have been delivered. The village maintenance contractor has installed the posts at the far end of the dale ready to fence off the saplings once they have been planted. The School have been invited to join in the planting morning in the Dale and the FroGS team will marshal the event, and supervise the process of planting. 2. Rockingham Forest Grant details – Great news and congratulations to the FroGS team who have been awarded £4,788 National Lottery Heritage funds via Rockingham Forest Vision. The project named ‘Bide Awhile’ comprises the construction of a ‘layby’ path with seats and planting on the unused Dale land between the Church yard and 	<p>DG, TMB, TB, AM & CLERK</p>

<p>Dale kissing gate. The work will commence on Saturday 9th March and continue throughout that week.</p> <ul style="list-style-type: none"> • <u>Footpath Warden</u> The Footpath Warden's report was circulated ahead of the meeting. The Clerk agreed to contact the golf course to pass on the comments made regarding their kissing gate and Cllr Mclean-Bowman agreed to speak to the landowner encompassing footpath GE2 (Corby Road across fields to Old Harborough Road off Harborough Road) regarding the propensity for the area around the 2nd kissing gate to become extremely muddy and difficult and dangerous to navigate. • <u>Mill Board & VHMC</u> Plans will be submitted for the new gate/opening off Mill Road. 	<p>TMB & CLERK</p>
<p>24/883 – Village Maintenance /Environment.</p> <p>The Village Maintenance Contractor confirmed the bench at the bottom of Ripley Road on Rockingham Road has now been refurbished and the bench on High Street will be worked on next.</p> <p>It was noted, and appreciations expressed, that the new owner of the house on the corner or Mill Road and High Street has replaced the large conifer hedge, which has been obscuring the give way sign and street light, for fencing providing good visibility and pavement access. Cllr Crane was asked to monitor the width of the path for mobility scooters, push chairs and wheel chairs along Corby Road. If and when this requires clearing the Council will contact NNC. It was agreed the dog mess in the village is at an all time high. Cllr Mclean-Bowman and Clerk agreed to walk the village and put back up and of the signs the PC previously had printed and look in to adding some of the dog bag dispenses a resident previously made.</p>	<p>SKM</p> <p>PC</p> <p>TMB & CLERK</p>
<p>24/884 – General Parish Council matters including but not limited to –</p> <ul style="list-style-type: none"> • Grant details received for the Rural Community Capital Funding Grant scheme – opens 4th March – 2nd April – Cllr West-Robinson shared some notes regarding what subjects/projects would be acceptable for applications ahead of the meeting. It was agreed FroGS would put in an application to terrace the steep bank off Corby Road. Cllr Grayson and Curtis will also look in to how the War Memorial can be improved with a possible a new wooden fence behind to screen the school fence. • Discussion about the Spread Eagle Car Park – no further information has been received on this subject, The Clerk to remove this from the next agenda. • Consultations – The main consultation currently requiring attention relates to planning matters. Cllr Mclean-Bowman agreed to look at this on behalf of the council. Closing date 9th April 2024. • Cllr and Clerk matters (planned absence, training etc) Cllr Grayson and Mclean-Bowman sent their apologies for the next PC meeting. 	<p>OD</p> <p>GWR</p> <p>DG & MC</p> <p>CLERK</p> <p>TMB</p>
<p>24/885 – Correspondence received by and circulated by The Clerk.</p> <ul style="list-style-type: none"> • Email received by Cllr West-Robinson regarding parking related issues. In-depth discussion concluded that none of the matters raised are in the statutory purview or scope of responsibilities of a Parish Council. An explanatory letter to that effect will be 	

<p>sent in response to the residents' email in which CPC will do what it can to signpost the residents to the appropriate NNC departments.</p> <ul style="list-style-type: none"> • The Planning details which were passed to The Clerk at the last PC meeting have been shared with the Councillors. A draft response letter was produced by Cllr Grayson and approved by the council which The Clerk will now send in reply. • The Clerk shared an email regarding a LAP meeting on 13th or 14th March which Cllr West-Robinson is unable to attend as the Chair and offered this out too any other council members. Cllr Curtis is check is he is able to attend. 	<p>GWR & CLERK</p> <p>CLERK</p> <p>MC</p>
<p>24/871 – Close time and date of next meeting.</p> <p>Meeting closed at 8.52pm. The Parish Council next meeting will be Wednesday 3rd April 2024 at 7.00pm</p>	

Signed Chairman _____ Date _____

DRAFT