



Cottingham Parish Council

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Minutes of Cottingham Parish Council Meeting held on Wednesday 3rd April 2024 at 7:00 pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

- Attendees: Cllr G West-Robinson (GWR) – Chair
 Cllr O Davison (OD)
 Cllr T Russell (TR)
 Cllr S Morphy (SM)
 Cllr T Mclean-Bowman (TMB)
 Cllr P Crane (PC)
- Mrs R Faulkner (Clerk)
 Mr S Morphy – Parish Council Maintenance Contractor (SKM)
 PC Brad Wilson

	Action
<p>24/887 – Receive and approve apologies for absence.</p> <p>Cllrs Grayson, Curtis, and Mackie.</p>	
<p>24/888 – To receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.</p> <p>None received.</p>	
<p>24/889 – To receive and approve for signature the minutes of the last Parish Council Meeting held on Wednesday 6th March 2024.</p> <p>RESOLVED – The minutes to be signed by the Chair as a correct record of the March meeting minutes. Proposed Cllr Crane and Seconded Cllr Morphy, voted – all in favour except 1 abstain.</p>	
<p>24/890 – Notes of matters arising from the minutes of previous Parish Council meetings not included on this agenda.</p> <p>24/879 – Cllr Russell has arranged for PC Wilson to attend the village fete on Saturday 13th July along with the Beat Bus, if it is available.</p> <p>24/883 – Cllr Crane has checked Corby Road Pavement for accessibility for pushchairs and mobility scooters and it is currently passable. He will continue to monitor.</p> <p>It was agreed to carry forward the action for Cllr Mclean-Bowman and The Clerk to replace the dog poo bag dispensers and any missing signs previously installed.</p>	TMB & CLERK

24/891 – Public Participation.

Mr Morphy had nothing to add on the conversation regarding the increased dog mess around the village.

24/892 – Finance.

a) To pass a resolution to approve payment schedule circulated prior to the meeting. It was **RESOLVED** to agree to renew the annual subscription to ACRE for 2024/25 – Proposed Cllr Davison and Seconded Cllr Crane, voted – all in favour. It is **RESOLVED** to accept the payment on the schedule share with the council below – Proposed Cllr Davison and Seconded Cllr Russell, voted – all in favour.

Payee	Details	Total Amount £	VAT@ 20%	Legal Authority
Rachel Faulkner	Expenses for March 2024	50.69	2.00	LGA 1972 s.112
Wave	Water charge	4.86		
ACRE	Membership renewal 2024-25	42.00	7.00	

b) Balances – Total across both accounts is £9,023.98 this includes an £18 bank service charge paid out of the account at the end of March and a DD for £355.36 taken on 02/04/24 to The Public Loans Company.

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

d) Year-end accounts an Audit update.

The Clerk confirmed the internal Audit is booked over Zoom on Thursday 25th April.

The 2 new benches purchased for the Bide While project has been added to the Asset Register and it was agreed to add the 2 new metal gates purchased for the dale.

CLERK

24/893– Report from North Northants Council.

Apologies received from Cllr Sims – Ward Councilor

24/894 – Constabulary matters.

PC Wilson ran through the March report supplied to the Council ahead of the meeting.

PC Wilson shared information that he had visited Little Meadow’s site to request the gate is kept shut to keep the dogs off the road. He confirmed the site only now seems to have 2 uninhibited caravans left and 1 family living in the service building along with 3 small dogs.

Cllr West-Robinson also confirmed he has recently attended a meeting with the NNC regarding the traveller sites in Northamptonshire and has brought to their attention that Little Meadow site’s current habitation agreement may have changed.

It **RESOLVED** and agreed to send an email letter of thanks to PC Wilson, copying in his Sergeant to show the PC’s appreciation for all the work and support Cottingham council and residents have received from PC Wilson over the last year.

Proposed Cllr Davison and Seconded Cllr Mclean-Bowman, vote – all in favour.

CLERK

24/895 – Summary reports / updates from sub-committees, working groups and portfolio.

- Planning Sub-Committee.

Cllr Mclean-Bowman reported there is nothing new for Cottingham currently on the portal.

<p>The removal of the tree on highways land on Berry Road was discussed and it was agreed The Clerk will investigate the reason for its felling.</p> <ul style="list-style-type: none"> • <u>Governance.</u> Nothing to report, an updated Risk Assessment, Asset Register and Financial Regulations will be included on the May agenda for re-adoption in the new financial year. • <u>Road Safety & Highways working group.</u> Next meeting set for 23rd April, 7pm over Teams. • <u>Community engagement and Communications</u> (incorporating PC Website) Cllr West-Robinson has produced an article for the next newsletter on the recent work of FroGS. • <u>The Dale working group (Cllrs Morphy and Davison) and tree warden (Cllr Davison)</u> Cllr Morphy reported on the success of the recent tree planting event in the dale when circa 50 residents joined in with the FroGS group planting the free whips. The barbed wire has now been added to boundary around the whips to protect them from the cattle. The Clerk confirmed she will be replacing the cattle in the Dale signs on all the gates over the weekend. • <u>FroGS</u> The Bide While project hard landscaping is complete and the benches will be installed over the coming weeks. The plants will then be planted when appropriate over the coming months. The work completed around the village has attracted more members and this volunteer group is now up to 36 active members. A grant application has been submitted for £2,500 from NNC's Rural Community Capital Fund to construct a sleeper & bark terraced path across the Corby Road bank to facilitate access for maintaining the upper slope. • <u>Footpath Warden</u> The Footpath Warden's report was circulated ahead of the meeting. The Clerk will follow up the email sent to the golf course regarding their kissing gate. Cllr Mclean-Bowman is still trying to contact the landowner encompassing footpath GE2 (Corby Road across fields to Old Harborough Road off Harborough Road) regarding the surface of the path area around the 2nd kissing gate which becomes extremely muddy and difficult to navigate. CPC can offer the landowner some stones from the Bide Awhile project to help lessen the flooding through the stile. • <u>Mill Board & VHMC</u> Cllr West-Robinson has stepped down as a Trustee on The Mill Board but will continue to volunteer assistance at some events. A listed of coming events are available on the Mill's Website www.themillhub.co.uk The Village fete is set for Saturday 13th July and will be in conjunction with both Cottingham and Middleton Parish Council so the event is covered by the PCs insurance. 	<p>CLERK</p> <p>CLERK</p> <p>GWR</p> <p>CLERK</p> <p>TMB & CLERK</p>
<p>24/896 – Village Maintenance /Environment.</p> <p>The Village Maintenance Contractor confirmed mowing started around the village and on the playing field. The Clerk has received, signed, and returned the Urban Mowing Agreement supplied by NNC.</p>	
<p>24/897 – General Parish Council matters including but not limited to –</p>	

<ul style="list-style-type: none"> • Grant applications for the Rural Community Capital Funding Grant scheme – As confirmed above FroGS have submitted an application. Cllrs Grayson, Curtis and The Clerk have also submitted an application to improve the War memorial. A new wooden fencing around back to screen the schools wire fence and replace the rotten wooden posts in front of the Memorial. Cllrs Crane and Morphy have also begun to investigate another project which will require a large grant to improve the playground on the playing field. Following an initial meeting between Cllr West-Robinson, The Clerk, and a keen resident this will be a long process to explore all the possible solutions and outcomes. • Consultations – There are current no consultations that require the Councils comment. • Cllr and Clerk matters (planned absence, training etc). Nothing to note under this sub-header. 	
<p>24/898 – Correspondence received by and circulated by The Clerk.</p> <ul style="list-style-type: none"> - The Clerk received a message from a resident requesting help with a boundary dispute. Cllr West-Robinson explained to all the parties concerned this is not something the Parish Council can assist and collated a list of organisations from whom parties in such disputes may obtain guidance e.g., the Citizens Advise Bureau. - Cllr Crane has tried to contact the resident on Berryfield regarding the goal post and net on the field to discuss the options available. 	PC
<p>24/899 – Close time and date of next meeting.</p> <p>Meeting closed at 8.20pm. Annual Parish Meeting will take place on Wednesday 17th April at 7pm. Annual Parish Council Meeting is agreed for Wednesday 1st May at 7pm.</p>	ALL

Signed Chairman _____ Date _____