



Minutes of Cottingham Parish Council Meeting held on Wednesday 5th June 2024 at 7:00 pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

- Attendees: Cllr G West-Robinson (GWR) – Chair
 Cllr A Mackie (AM) – Vice Chair
 Cllr O Davison (OD)
 Cllr T Russell (TR)
 Cllr S Morphy (SM)
 Cllr T Mclean-Bowman (TMB)
 Cllr D Grayson (DG)
 Cllr M Curtis (MC)
- Mrs R Faulkner (Clerk)
 Mr S Morphy – Parish Council Maintenance Contractor (SKM)

	Action
<p>24/915 – Receive and approve apologies for absence.</p> <p>Cllr Crane The Council also would like to send their best wishes to Cllr Crane and wish him a speedy recovery.</p>	CLERK
<p>24/916 – 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. 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.</p>	
<p>24/917 – To receive and approve for signature the minutes of the Annual Parish Council Meeting held on Wednesday 1st May 2024.</p> <p>RESOLVED the minutes to be signed by the Chair as a correct record of the meeting.</p>	
<p>24/918 – Notes of matters arising from the minutes of previous Parish Council meetings not included on this agenda.</p> <p>24/890 – Cllr Mclean-Bowman and The Clerk have now completed putting up fresh dog bag dispensers and signs around the village.</p> <p>24/894 – The Clerk has sent a letter to PC Wilson’s manager, Sergeant Cox, expressing our appreciation for his work over the last year.</p>	

<p>24/908 – Cllr Mclean-Bowman is to confirm after the meeting she is in agreement with which Committees/Groups she has been added to at the Annual Parish Council Meeting.</p>	<p>TMB</p>																				
<p>24/919 – Public Participation.</p> <p>Mr Morphy commented on a garden over hang onto Corby Road. It was agreed The Clerk will write a letter into the resident concerned.</p>	<p>CLERK</p>																				
<p>24/920 – Finance.</p> <p>a) To pass a resolution to approve payment schedule circulated prior to the meeting. RESOLVED pay the schedule of payments plus 2 receipts received added at the meeting – Mrs Desmond for 2 flags - D-Day and spare Union Jack - £12.78 Cllr Grayson for a land registry search charge - £41.94. (2 abstains noted)</p> <table border="1" data-bbox="145 696 1058 898"> <thead> <tr> <th>Payee</th> <th>Details</th> <th>Total Amount £</th> <th>VAT@ 20%</th> </tr> </thead> <tbody> <tr> <td>Rachel Faulkner</td> <td>Expenses for May 2024</td> <td>57.39</td> <td>2.00</td> </tr> <tr> <td>Steve Morphy</td> <td>Village Mowing x 2 Garage Mowing x 1</td> <td>458.35</td> <td>-</td> </tr> <tr> <td>Steve Morphy</td> <td>NNC Grant Corby Rd Bank Project – Sleepers purchased and collected</td> <td>800.00</td> <td>-</td> </tr> <tr> <td>VHMC</td> <td>Hall Hire – March, April & May</td> <td>144.00</td> <td>-</td> </tr> </tbody> </table> <p>b) Balances – Total across both accounts is £31,535.30 c) Income Received – VAT refund £2,143.18, Mr Freestone £40.00 (annual water charge), Middleton PC £1,589.82 & £125 from event for Frogs Income Invoiced – None raised d) Proposal to pre-approve regular monthly payments relating to staffing costs, salary, pension RESOVLED – to pay these payments as per the budget for the next 12 months. Cllr West-Robinson and The Clerk to supply a table of these costs to the bank signatories.</p>	Payee	Details	Total Amount £	VAT@ 20%	Rachel Faulkner	Expenses for May 2024	57.39	2.00	Steve Morphy	Village Mowing x 2 Garage Mowing x 1	458.35	-	Steve Morphy	NNC Grant Corby Rd Bank Project – Sleepers purchased and collected	800.00	-	VHMC	Hall Hire – March, April & May	144.00	-	<p>GWR & CLERK</p>
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<p>24/921 – Governance – Policies and other Governance Documents</p> <p>RESOVLED - Accept and adopt the new model Financial Regulations that have been updated by the Finance Committee. These will be added to the website.</p> <p>It was also discussed The Clerk will looking in to what a standard plan is for giving a Council access to the bank account the event of an emergency.</p>	<p>DG, SM & CLERK</p> <p>CLERK</p>																				
<p>24/922 – Report from North Northants Council.</p> <p>Report received from NNC Safer Communities Team which was shared with The Council ahead of the meeting.</p>																					
<p>24/923 – Constabulary matters.</p> <p>PC Wilson sent his apologies for the meeting; however, he did provide his monthly report which was circulated ahead of the meeting my Cllr Russell.</p>																					
<p>24/924 – Summary reports / updates from sub-committees, working groups and portfolio.</p> <ul style="list-style-type: none"> • <u>Planning Sub-Committee.</u> <ul style="list-style-type: none"> ○ Present delayed annual report 																					

<p>Cllr Davison presented the annual report for the 23/24 containing the Planning Committee summary. Cllr Davison to provide the Clerk with a soft copy of this report.</p> <p>RESOLVED to accept this report and add this to suite of annual reports received at the Annual Parish Council meeting.</p> <ul style="list-style-type: none"> ○ Tree felled on Berry Road <p>It having been agreed in May's meeting that the Planning Committee Leads would compose and send a letter by 15th May to NNC, this action will now be completed by the end of June. The purpose of the letter is to require an explanation and clarification as to why this tree was felled despite there having been no determination or decision regarding the original planning application. The Planning leads to meet and write this letter as soon as possible.</p> <ul style="list-style-type: none"> • <u>Road Safety & Highways working group.</u> Meeting held on Tuesday 4th June over Teams. <p>Minutes received from Suzanne Preston today, Cllr Russell to circulate after this meeting. Main discussion point: the state and surface of the roads, especially Ripley Rd, Bancroft Rd and Blind Lane. Action plan to call a resident's meeting to get all residents on site and to send individual written demands to add weight to CPC's lobbying of NNC. Cllr Grayson to produce example wording which Councillors can use when inviting residents to a meeting in the street.</p> <ul style="list-style-type: none"> • <u>Community engagement and Communications (incorporating PC Website)</u> <p>Cllr West-Robinson and Morphy to write an article for the next Newsletter. New website is getting populated and closer to launching. Government grant for a assisting with purchasing a gov.uk domain name has been successfully applied for and awarded by Cllr West-Robinson. Netwise have been tasked with purchasing @Cottingham-pc.gov.uk</p> <ul style="list-style-type: none"> • <u>The Dale working group (Cllrs Morphy and Davison) and tree warden (Cllr Davison)</u> <p>An annual report 2023/24 work completed in the Dale to be circulated by Cllr Morphy after the meeting. September meeting to discussed the dale grazing going forward and include a dale site meeting.</p> <ul style="list-style-type: none"> • <u>FroGS</u> <p>Nature recovering plan in progress for the village, written alongside Rockingham Forest vision. FroGS and Rockingham Vision to have a stall at the village fete.</p> <ul style="list-style-type: none"> • <u>Footpath Warden</u> <p>Cllr West-Robinson has agreed to check through the current insurance documents to check the policy regarded the cover we have when volunteers are using power tools. The Clerk to chase up when Cottingham's paths will be cleared by NNC</p> <ul style="list-style-type: none"> • <u>Mill Board & VHMC</u> <p>New roof has been replaced and a defib has been donated by school to the village hall the committee to decide if this will be situated inside or outside the hall and purchase the appropriate cabinet.</p>	<p>OD</p> <p>OD, TMB MC & AM</p> <p>DG</p> <p>GWR & SM</p> <p>CLERK, SM & GWR</p> <p>SM ALL</p> <p>GWR CLERK</p> <p>MC</p>
<p>24/925 – Village Maintenance /Environment.</p> <p>The Clerk will follow up on a house on Berryfield Rd which has over hanging garden shrubby onto the path. SKM commented that the dog mess around the village is better since the signage and bag dispenses were renewed.</p>	
<p>24/926 – General Parish Council matters including but not limited to –</p> <ol style="list-style-type: none"> a) Grant/project work update – Updates have happened throughout the meeting. b) Village fete 13th July 2024 – nothing further to report. 	

<p>c) Welland Wanderer Bus Services update – waiting till July to hear from NNC if the costs will be covered going forward by them. Lawsons continue to be extremely fair on the costs they charge for this service which is very much appreciated.</p> <p>d) Neighbourhood Plan review – Cllr Grayson explained the review needs to take place over the coming 2 years by 2026.</p> <p>e) Consultations received – Nothing that needs to be comment on currently.</p>	
<p>24/927 – Correspondence received by and circulated by The Clerk.</p> <p>Email received from Rockingham Road resident regarding the hedge which has been forwarded to the owner of the field with a request for action to be taken.</p> <p>The owner of the field on Rockingham Rd has written to Cllr Grayson expressing his planning plans for the field. The Clerk to reply explaining any planning applications should be sent in the first instant to NNC Planning department.</p>	<p>CLERK</p> <p>CLERK</p>
<p>24/928 – Close time and date of next meeting.</p> <p>Meeting closed at 8.55pm Next Parish Council meeting Wednesday 10th July 2024 at 7pm</p>	<p>ALL</p>

Signed Chairman _____ Date _____

DRAFT