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Minutes of the meeting of Cottingham Parish Council held on Wednesday 4<sup>th</sup> March 2020 at 7pm

Present: Cllr D Grayson (Chairman of the council)  
Cllr G West-Robinson (Vice Chairman of the council)  
Cllr S Thomas-George  
Cllr J Adams  
Cllr C Ashworth  
Cllr O Davison  
Cllr T Russell  
Cllr L Montague

Ms. R Raj (Clerk to the Council)

	Action	Date
<b>20/083</b> – To receive and approve apologies for absence  Received from Cllr Curtis		
<b>20/084</b> – To receive declarations of interest under the Council's Code of Conduct related to business on the agenda  None received.		
<b>20/085</b> – To receive and approve for signature the minutes of the meeting held on Wednesday 8 <sup>th</sup> January 2020  <b>RESOLVED:</b> Proposed Cllr Grayson and Seconded Cllr Russell - Vote: 7 for, 1 abstained That the minutes be signed by the Chairman as a correct record of the meeting.		
<b>20/086</b> – To note any matters arising from the minutes or action plan not included on this agenda for report only.  None received.		
<b>20/087</b> – Report from County/Borough Councillors  Lenny and Ian were present from the CBC Warden Team. It was confirmed the trees on Bancroft Road have now been pollarded. The lamppost on High Street that has been repeatedly reported over the last few months has now been fixed. If rubbish needs collecting from the village by anyone litter picking, this can be requested through customer.first@corby.gov.uk or by calling customer service on 01536 464000.  Cllr Sims attended the meeting to discuss the planning outcome for the Spread Eagle Car Park planning application.		
<b>20/088</b> – Constabulary Matters  No constabulary present.  Cllr Russell will continue to forward the Northampton Neighborhood Alerts to the council. It was also mentioned that several sets of metal gates have been stolen from the fields on Rockingham Road.		

<p><b>20/089</b> – Public Participation Session – 1 member of public present.</p> <p>Concerns were raised regarding the new build house on Rockingham Road. Cllr Montague will follow this up with Cllr Sims.</p> <p>Cllr Grayson has received a letter from a resident in Bancroft Road requesting the trees along the road are completely cut down? Cllr Grayson will respond.</p>	<p><b>LM</b></p> <p><b>DG</b></p>	
<p><b>20/090</b> – Planning</p> <p><b>20/090a</b> To ratify decisions from Planning Committee Meeting.</p> <p>The Spread Eagle planning application was rejected at a CBC Planning meeting on 11<sup>th</sup> February 2020.</p> <p><b>20/090b</b> Neighborhood Plan sub group meeting feedback.</p> <p>The Clerk confirmed a £3000 grant from Groundworks has been received into the council bank account.</p> <p>The final draft stages for the Housing and Environmental group are now in progress. The meeting planned for 27<sup>th</sup> February was cancelled due to these drafts not being full ready for evaluation. This meeting will be rescheduled, possible date 8<sup>th</sup> April.</p> <p><b>Environmental Group</b> – Cllr West-Robinson updated, following several workshops this section is now making good process and a final meeting is planned for 16<sup>th</sup> March. This Chapter is on track.</p>		
<p><b>20/091</b>– Representational Matters</p> <p><b>20/091a</b> External Meetings</p> <p>Cllr Grayson and The Clerk attended an Elections Workshop on Monday 2<sup>nd</sup> March, notes have been shared with the council and the information relevant to the council will be discussed later in the meeting.</p> <p>Cllr Grayson and The Clerk attended an Engine Room update on the Unitary Authority program today 4<sup>th</sup> March, notes have been shared with the council.</p> <p><b>20/091b</b> Internal Meetings</p> <p><b>Highways</b> – meeting held on 3<sup>rd</sup> March the minutes have not yet been received from Suzanne Prescott.</p> <p>Cllr Russell gave a summary of the meeting. Cllr Davison requested the council thank Cllr Russell for all his hard work in this area.</p> <p><b>Finance</b> – The next meeting was proposed for Thursday 26<sup>th</sup> March, Cllr West-Robinson to confirm and send out an agenda.</p>		
<p><b>20/092</b> – Dale</p> <p><b>20/092a</b> – Tree quotation update.</p> <p>The Clerk share the final three tree work quotes received and the council decided to offer the work to Weldon. The Clerk to confirm and arrange the work to begin as soon as possible.</p> <p><b>20/092b</b> – Update the signage for the gates.</p> <p>The signage for the 3 gates leading into the dale is ongoing by Cllr West-Robinson and The Clerk. The wording is confirmed and the permit system is agreed in principle.</p>	<p><b>Clerk</b></p> <p><b>GWR</b></p> <p><b>Clerk</b></p>	
<p><b>20/093</b> – Village Maintenance</p> <p><b>20/093a</b> – Update on installation of street furniture at the bottom of Berryfield Road.</p> <p>It was agreed a Bench and Grit Bin will be installed. Cllr Sims will check if he is able to arrange for the Grit Bin to be replaced.</p> <p>Cllr Davison agreed to contact Stewart and Lloyd to ask if they would replace a bench the village was previously gifted from them which is now damaged beyond repair.</p> <p><b>20/093b</b> – Cllr Davison and West-Robinson agreed to visit the Records Office in Northampton to check our old minute books from the 60's to see if they can uncover any information on when the cottages on Corby Road (behind the bus stop) were demolished and who owned the land.</p> <p><b>20/093c</b> – Upcoming Council Election. May's AGM will need to be delayed until after the election results are confirmed. It was agreed a starter pack should be produced for any new councilors that are elected onto the council. Cllr West-Robinson highlighted the councils Standing Orders still require updating for this pack. It was proposed to use the SO supplied by NCALC in 2018 as a starting point. A separate sub group will work on the required changes. Sub Group volunteers - Cllr West-Robison, Davison, Grayson and The Clerk</p>	<p><b>TR</b></p> <p><b>OD</b></p> <p><b>OD</b></p> <p><b>GWR</b></p> <p><b>GWR</b></p>	

<b>20/095 – Finance</b>							
<b>20/095a</b> – Payment schedule hand out by the Clerk was approved for payment. <b>RESOLVED</b> – Proposed Cllr Russell and Seconded Cllr Davison, Vote – Unanimous							
Chq No	Payee	Details	Amount £	VAT@ 20%	Legal Authority		
00128	NCALC	Year End Audit course – Rachel Raj	36.00	-			
00129	LE16	Newsletter printing Nov/Dec & March	170.00	-			
00130	Steve Morphy	Notice board refurb and tree fall call out	245.00	-			
00131	Yourlocale	Neighborhood Plan	2500.00	500.00			
00132	Rachel Raj	Expenses	70.56	-			
00133	Wilbarston Parish Council	CPC contribution towards the Welland Wonderer Bus	790.00	-			
00134	David Grayson	Expenses – Election Printing	9.00	-			
<b>20/095b</b> – The HSBC bank balance was recorded on 4 <sup>th</sup> March 2020 as - £51,742.43. <b>20/095c</b> – Invoices received £3,000 from Groundworks – Neighborhood Plan Grant. No invoices raised. <b>20/095d</b> – Clerk's expenses and overtime for February. <b>RESOLVED</b> - Proposed Cllr Grayson and Seconded Cllr West-Robinson. Vote – Unanimous <b>20/095e</b> – NACRE subscription has laps and it has been suggested we renew this at a cost of £40 <b>RESOLVED:</b> Proposed Cllr West-Robinson and Seconded Cllr Adams, Vote – Unanimous.						<b>CLERK</b>	
<b>20/096 – VE Celebration May 2020</b>  The Village Store have agreed to be decorated in a 1940's theme and serve cream teas. The Choir to be approached for a possible performance at a picnic in the pocket park on the afternoon.						CLERK GWR	
<b>20/097 – Correspondences received and circulation</b>  Email's from NCALC mini Friday Updates. Copy of the Clerk and Council Direct passed around							
<b>20/098 – Close</b>  Meeting closed at 8.50pm. The next meeting set for Wednesday 1 <sup>st</sup> April 2020 at Cottingham Village Hall Annex, Berryfield Road, Cottingham LE16 8XB.							

\_\_\_\_\_ Signed Chairman Cllr Grayson

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