

Minutes of the Parish Council Meeting held on Wednesday 7<sup>th</sup> April 2021 at 7.15pm via video conferencing platform, due to the COVID-19 crisis and the need to observe social distancing.

Attendances by: Cllr D Grayson (Chair of the council)  
Cllr G West-Robinson (Vice Chair of the council)  
Cllr J Adams  
Cllr O Davison  
Cllr M Curtis  
Cllr T Russell  
Ms. R Raj (Clerk to the council)

Cllr Kevin Watt and Cllr Bridget Watts representing Borough Council

	Action
<p><b>21/291</b> – To receive and approve apologies for absence</p> <p>Received from Cllr Ashworth and Cllr Thomas-George</p>	
<p><b>21/292</b> – To receive declarations of interest under the Council's Code of Conduct related to business on the agenda</p> <p>None received.</p>	
<p><b>21/293</b> – To receive and approve for signature the minutes of the Parish Council meeting held on Wednesday 3<sup>rd</sup> March 2021</p> <p><b>RESOLVED</b> – That the minutes be signed by the Chair as a correct record of the meeting. Proposed Cllr Davison and Seconded Cllr Adams, vote – all in favour.</p>	
<p><b>21/294</b> – To note any matters arising from the minutes or action plan not included on this agenda for report only</p> <p><b>20/256 2.</b> – No update on pruning of the trees on Rockingham Road, The Clerk to chase with Street Doctor. <b>20/275 c.</b> – No update on the land behind the garage. Cllr West-Robinson and The Clerk to follow this up and check the original deeds. <b>20/276 a.</b> – Cllr Davison to follow up with Sarah Brant MPC on the possibility of working together on a disaster plan as per Cllr Curtis recent training course. <b>20/277 c.</b> – The Clerk to follow up with Steve Morphy Bus Shelter quote and chase the School regarding splitting the cost of mowing the playing field. Cllr West Robinson confirmed after checking the Financial Regs and advice from Cllr Watts at the previous meeting it was acceptable to extending the mowing contract for a further year. <b>20/278 e.</b> – Cllr West-Robinson confirmed he had updated the Internal Audit questions. <b>20/281</b> – Cllr West-Robinson is still waiting to hear back from 3 junior football clubs interested in using the play field, therefore will chase. <b>20/284</b> – Cllr West-Robinson has a spoken to the resident of 8 Bury Close as agreed at the last meeting. There is no further action required.</p>	<p><b>CLERK</b> <b>GWR</b> <b>CLERK</b> <b>OD</b> <b>CLERK</b>  <b>GWR</b></p>
<p><b>21/295</b> – Reports from County and Borough Councillors</p> <p>Borough Councillors Kevin Watt and Bridget Watts in attendance. Cllr Watt confirmed there will now be no further official meeting to take place at Corby from the democratic side. Work is still continuing through North Northants unitary Council's administration until changes are made after 6<sup>th</sup> May.</p>	

<p><b>21/296</b> – Constabulary matters</p> <p>Cllr Russell will continue to forward all Northamptonshire Police alerts. PC Brad Wilson joined the meeting and updated the Council on the statistics for Cottingham and Middleton reported in February. He also confirmed Corby is to receive a further 3 new officers within the team. It was discussed how to report dangerous drivers and the steps the Police can take for repeat offenders. Cllr Davison agreed to speak to Jane – LE16 and Cottingham Neighbourhood Watch to see if this is something to include in the Newsletter/Village Website.</p>	<p><b>OD</b></p>
<p><b>21/297</b> – Public Participation – 4 members of the public in attendance.</p> <p>All observing the meeting as have applied to join the Parish Council.</p>	
<p><b>21/298</b> – Planning</p> <p>a. Neighbourhood Plan – Following an email sent ahead of the meeting by Cllr Grayson it was agreed a separate meeting is required to discuss. Meeting set for Tuesday 13<sup>th</sup> April at 10.30am on Zoom, The Clerk to arrange and share the invite.</p> <p>b. Planning Sub Committee Meeting – Letter received from CBC, application NC/21/00113/DPA. Agreed to meet to discuss on Thursday 15<sup>th</sup> April at 7pm. The Clerk to arrange. Cllr West-Robinson sent an updated regarding Ashley Road planning application ahead of the meeting. A court injunction hearing is pending. Meanwhile the applicant has lodged an appeal against the Enforcement Order and Cllr West-Robinson is preparing a letter of objection to the appeal on behalf of Council’s behalf.</p>	<p><b>ALL CLERK</b></p> <p><b>ALL CLERK</b></p> <p><b>GWR</b></p>
<p><b>21/299</b> – Representative Matters</p> <p>a. Feedback from outside meetings attended by Councillors or The Clerk. Cllr Russell attended a Zoom Police update.</p> <p>b. Feedback from the sub-committee and working group meetings. Minutes already shared by Cllr West-Robinson from the Finance Sub-Committee who met on 12<sup>th</sup> March. <b>RESOLVED</b> – £15k to be moved from the current account into the reserve account once the Precept is received into the current account. Proposed by Cllr Grayson and Seconded Cllr Curtis, vote – all in favour. <b>RESOLVED</b> – The Clerk will receive 8.33 hours overtime per month to cover half of the additional hours expected to complete whilst she completes the CILCA Course which started in March. Proposed by Cllr Davison and Seconded Cllr Grayson, vote – all in favour.</p>	
<p><b>21/300</b> – Village maintenance</p> <p>a. The Dale – Update on any work taken place or due to take place. The Cattle returned to the Dale on 1<sup>st</sup> April as per the current 3-year contract with Simon Medwell. There has been one incident reported of a family being chased by the cattle on the first evening despite signs been placed on the gates to warn the public. Simon Medwell has been informed.</p> <p>b. Discuss the latest Footpath Wardens report. The path between Corby Road and Harborough is very water logged. Cllr West-Robinson and Curtis agreed to investigate, look at a possible solution and speak to the land owner. It was agreed at the next meeting a Councilor should be appointed to liaise between the Warden and the Council.</p> <p>It was reported Steve Morphy has begun the seasons mowing and has had found an increasing amount of dog mess especially on the playing field. It was suggested by PC Wilson we approach Suzanne Preston at CBC for help tacking this issue. Cllr Russell will include this at the Road Safety meeting with Suzanne next week.</p> <p>It was confirmed Cllr Curtis and West-Robinson and Chris West Robinson are in the process of giving the village sign a refurbishment. Paint required to touch up the sign will be purchased by The Clerk under expenses.</p>	<p><b>GWR MC</b></p> <p><b>TR</b></p> <p><b>GWR CLERK</b></p>
<p><b>21/301</b> – Finance</p> <p>a. To pass resolution to approve payment to be made as per schedule circulated prior to the meeting. Also, to include a late invoice received from NCAIC for the Annual Subscription and Internal Audit charges £644.41. <b>RESOLVED</b> – Proposed Cllr Grayson and Seconded Cllr West-Robinson, vote – all in favour.</p>	

Payee	Details	Total Amount £	VAT@ 20%	Legal Authority
Rachel Raj	Expenses for March 2021	71.38	4.07	LGA 1972 s.112
Wave	Dale Water trough	17.30	-	
NCALC	Training Course – Nuts and Bolts Workshop – attended by Cllr Grayson and Thomas-George	76.00	-	
Yourlocal	Neighbourhood Plan Consultancy work	3,000.00	500.00	
HMRC	Tax due for March payroll	21.80	-	
NCALC	Annual Subscription and Internal Audit charge	644.41	-	

b. Balance of Unity Trust account as at 7<sup>th</sup> April 2021 - £19,537.25  
c. Income received - None  
Invoices raised - £558.24 for shared costs with Middleton Parish Council.  
d. The Clerks remuneration – 21/22 Terms and Overtime in relation to CILCA Course.

It was agreed as recommended by NCALC due to COVID if staff have not been able to take all their full holiday allowance to be allowed to carry all hours over to 2021/22 holiday year. The Clerk will carry 20.7 hours from 2020/21. As per The Clerks contract, she is entitled to a pay increase to the next pay scale .16 from April. And as previously agreed The Clerk will be paid 8.33 hours overtime for the duration of the CILCA Course.

**RESOLVED** – All are approved. Proposed Cllr West-Robinson and Seconded Cllr Grayson, vote – all in favour.

**21/302** – Update on The Mill by Cllr West-Robinson.

Following the recent AGM of The Mill project, Cllr West-Robinson confirmed that both the Chair and Vice-Chair have stepped down and retired from the Board of Trustees, and that Sarah Brant (Chair of MPC) and himself will be temporary joint Chairs pending the recruitment of more Trustees and the appointment of a new. There are still 3 Cottingham Councillors on the board of Trustees Cllr Curtis, Davison and West-Robinson.

**21/303** – AONB (Area of Natural Beauty) and the Local Environment.

Cllr Grayson has been in correspondence with CPRE regarding the Welland Valley. This is not ready for discussion and will be revisited in the future.

**21/304** – Plan on recruitment of Councillors ahead of upcoming May election.

The closing date for applications to join the Council closes tomorrow. Cllr Grayson explained how the process works depending on application numbers to the residents at the meeting this month who had completed application forms.

**21/305** – Correspondences received and circulated

- The Clerk continues to forward the weekly updates for NCALC – In the latest update it was reported face to face meetings are expected from May and online will be unlawful. The Council agreed unless a further update was received, they would continue with a Zoom meeting until the COVID rule of 6 is lifted.
- Email received from ACRE regarding a food parcel distribution project from Wellingborough. The clerk will write a formal thanks and acknowledgement reply to Acre and inform them that CPC has their request under consideration. Meanwhile CPC will contact Corby's Food Bank manager to discuss the perceived need for such services in Cottingham. It was agreed that CPC would like to gain a deeper understanding of social and economic need in the village over the coming year as part of its 'wellbeing' responsibilities.
- All other relevant emails for the Council have been forwarded from The Clerk.

**21/306** – Close time and date of next meeting

Meeting closed at 8.45pm.  
Next meeting confirmed for Wednesday 12<sup>th</sup> May 2021 at 7pm – this is the Councils AGM and May Parish Meeting.

**GWR  
CLERK**

**All  
CLERK**

**CLERK**

Signed Chairman Cllr Grayson

Date

