

Minutes of Cottingham Parish Council held on Wednesday 7th July 2021 at 7.00pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

Attendees: Cllr G West-Robinson (Chair of the council)
Cllr D Grayson (Vice-Chair of the council) – Acting Clerk
Cllr O Davison
Cllr T Russell
Cllr. M. Curtis
Cllr A Mackie
Cllr S Morphy
Cllr C Bates

PC Brad Wilson

	Action
<p>21/340 Receive and approve apologies for absence</p> <p>Rachel Raj (Clerk) and Cllr Mclean-Bowman.</p>	
<p>21/341 – To receive declarations of interest under the Council's Code of Conduct related to business on the agenda</p> <p>Cllr Morphy - ref. 21/250 Village Maintenance (hedge cutting).</p>	
<p>21/342 – To receive and approve for signature the minutes of the Parish Council Meeting held on Wednesday 2nd June 2021.</p> <p>RESOLVED – That the minutes be signed by The Chair as a correct record of the meeting. Proposed Cllr Davison and Seconded Cllr Russel, vote – all in favour.</p>	
<p>21/343 – To note any matters arising from the minutes not included on this agenda</p> <p><i>21/331(a) (21/322)</i>– National Litter Pick Month. The date to be deferred pending discussions with Middleton PC. RESOLVED – That Cottingham PC join with Middleton PC to take part in the litter pick. Proposed Cllr. Davison and Seconded Cllr. Curtis, vote – all in favour. <i>21/331 (b) ii</i>– Welcome Pack – the Clerk has confirmed that Little Stanion PC's Welcome Pack is similar to Cottingham PC. Cllr. Grayson to check that the Welcome Pack is available on disc. Cllr Davison suggested that we should note births and deaths as part of our information gathering. It was agreed that this will be an item on the Agenda for the next meeting. <i>21/335</i> – Recovery Plan work ongoing. <i>21/334</i> – Cllr. Grayson reported that the recent ACRE AGM did not include discussion concerning the Welland Valley as a possible Area of Outstanding Beauty. It was agreed to put this item on abeyance.</p>	<p>OD MC CLERK</p> <p>DG CLERK OD MC</p>
<p>21/344 – Report from North Northants Council</p> <p>No attendance or report.</p>	
<p>21/345 – Constabulary matters</p> <p>The Clerk to forward a report from PC Brad Wilson.</p>	CLERK

<p>Two residents have complained about the difficulty of parking near the shop, an issue exacerbated by the closure of the Spread Eagle car park. Highways Group to consider possible solutions.</p>	<p>TR</p>
<p>21/346 – Public Participation</p> <p>No members of public present.</p>	
<p>21/347 – Representative matters</p> <p>a) Feedback from outside meetings attended by Councillors or the Clerk. Cllr West-Robinson attended a “Zoom” meeting regarding the re-creation of a Rural Forum. The meeting concluded that a new model, driven by Parish Councils rather than the overriding authority is worth consideration.</p> <p>b) Reports from sub-committees, working groups and portfolio holders not included elsewhere on the agenda.</p> <p>i. Road Safety group – quotation for a 20mph speed sign for Mill Road has been obtained and a grant applied for. Cllr Grayson will apply to the North Northant’s Council (NNC) for permission to mount the sign on a lamp post near the school. It was agreed that without full funding from a grant the project could not continue.</p> <p>ii. Cllr Bates outlined a plan to introduce a notice board onto the Council’s website at cost of approximately £80.00.</p> <p>RESOLVED - That Cottingham PC supports the changes and cost. Proposed Cllr. Davison and Seconded Cllr. Grayson, all in favour</p>	<p>OD</p> <p>DG CLERK</p> <p>CB DG</p>
<p>21/348 – Planning</p> <p>a) The Neighbourhood Plan for Cottingham Cllr Grayson confirmed receipt of feedback from the Planning Authority (information already distributed). A steering group meeting to be held on Friday 16th July at 11.00 to discuss the alterations required to the Neighbourhood Plan.</p> <p>b) Land for sale off Bancroft Road behind PC garage. No success as yet in tracing the deeds for the site. The Council agreed to allow a colleague of the Chairman who is a semi- retired conveyancing/property solicitor to see if we can challenge the former CBC claim on revenue for sale. The solicitor will not charge for this service.</p> <p>c) Update from recent Planning Committee Meeting – Peasdale Hill and follow up letter. Cllr. West-Robinson to circulate a proposed letter to the NCC Planning Authority stating our concerns over the development of Peasdale Hill and the way that the Planning Authority have mishandled the process.</p>	<p>DG</p> <p>GWR</p> <p>GWR</p>
<p>21/349 – Governance</p> <p>a) Reviewed Standing Orders Cllr Grayson brought the attention of the meeting to suggested changes to the Standing Orders in order to ensure their alignment with adopted Code of Conduct. It was agreed that the changes to Paragraph 14 of the Standing Orders could proceed but paragraph 15 requires more work. Cllr Grayson agreed to re-visit this section of the document.</p> <p>b) Next item for review/creation. Next item for review – Finance Regulations</p>	<p>DG GWR DG CLERK</p>
<p>21/350 – Village Maintenance</p> <p>a) Footpath Wardens Report. Report accepted Cllr. West-Robinson to find out who is the contact at NCC for Rights of Way.</p> <p>b) Use of Bus Shelter at the top of Glover Court. Work on repair agreed. Clerk to be appraised of specification for repair by Cllrs Davison, Curtis and West-Robinson.</p>	<p>GWR</p> <p>GWR MC OD CLERK</p>

<p>c) Feedback from maintenance activity No report other than evidence of broken glass and other discarded debris in the vicinity of the playground.</p>																										
<p>21/351 – Village Environment</p> <p>a) The Dale – Cllr Davison confirmed there was nothing new to report.</p>																										
<p>21/352 – General (including wellbeing, utilities, transport, services, other matters of import or impact)</p> <p>a) Bus services. No report, information circulated as soon as received.</p> <p>b) Defibrillator – code & fobs. The cost of purchasing 900 fobs carrying the key-code for the defibrillator is £279 plus VAT. It is estimated that £150 will be required to top up the money remaining from the original fund. RESOLVED – To purchase the key fobs as per quote obtained by the Clerk. Proposed Cllr Grayson and Seconded Cllr Davison, vote – all in favour</p> <p>c) Methodist Church closure. Church Trustees still discussing closure and will keep CPC up to date with progress.</p> <p>d) Recent shop AGM The Council was informed of the outcomes from the recent Village Shop AGM.</p> <p>e) Cllr Wes-Robinson conversation with Church representatives. Discussion on going</p> <p>f) Update regarding Mill Project. No report</p>	<p style="text-align: center;">CLERK</p> <p style="text-align: center;">GWR</p>																									
<p>21/353 – Councilor and Clerk matters</p> <p>a) Councillor training Cllrs Bates and Mackey are taking part in “Off to a Flying Start on 15th July 2021. Cllr Morphy is also completing the same course on 9th September 2021.</p> <p>b) Clerk’s Holiday. The Clerk has forwarded holiday dates and requested permission to book holidays (dates circulated). The Council informs the Clerk that it is not required for her to ask permission, merely to inform the Council of the dates.</p>																										
<p>21/354 – Finance</p> <p>a) To pass resolution to approve payment to be made as per schedule circulated prior to the meeting. RESOLVED – Proposed Cllr Grayson and Seconded Cllr Bates, vote – all in favour.</p> <p>b) Balances Balance of Unity Trust account as at 7nd July 2021 – Current Acc. £16,441.95 and Savings Acc. £15,000 = Total £31,441.95.</p> <p>c) Income received/invoices made</p> <table border="1" data-bbox="76 1630 1332 2101"> <thead> <tr> <th>Payee</th> <th>Details</th> <th>Total Amount £</th> <th>VAT@ 20%</th> <th>Legal Authority</th> </tr> </thead> <tbody> <tr> <td>Rachel Raj</td> <td>Expenses for May 2021</td> <td>61.98</td> <td>4.07</td> <td>LGA 1972 s.112</td> </tr> <tr> <td>Wave</td> <td>Water charge for the trough in the Dale</td> <td>29.94</td> <td>-</td> <td></td> </tr> <tr> <td>VHMC</td> <td>Hall Hire for May Meeting</td> <td>12.00</td> <td>-</td> <td></td> </tr> <tr> <td>Owen Davison</td> <td>Expenses for engraving Gavel block and stand and supply of gilt bar and engraving – AA Thornton. (Part of total inv. As £40 covered by Cllr Davison for payment from garage)</td> <td>35.00</td> <td>-</td> <td></td> </tr> </tbody> </table>	Payee	Details	Total Amount £	VAT@ 20%	Legal Authority	Rachel Raj	Expenses for May 2021	61.98	4.07	LGA 1972 s.112	Wave	Water charge for the trough in the Dale	29.94	-		VHMC	Hall Hire for May Meeting	12.00	-		Owen Davison	Expenses for engraving Gavel block and stand and supply of gilt bar and engraving – AA Thornton. (Part of total inv. As £40 covered by Cllr Davison for payment from garage)	35.00	-		
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Steve Morphy	33 x mowing village and 2 x mowing back of garages.	620.00	-	
Bob Rutt	Cutting the hedge on Mill Road	54.00	9.00	

d) Bank mandate
Now complete

The continuation of the Zoom Subscription will be passed over to the Finance Working Group to cost and discuss and bring their recommendation back to the Council in September.

21/355 – Correspondences received and circulated

Request for contribution to have an area around The George improved.
RESOLVED – The Council does not think it appropriate to finance this request.
Proposed – Cllr. Bates and Seconded Cllr. Davison, vote 7 for, 1 abstention.
NB the Council agreed that this item on the agenda should be information only

21/356 – Close time and date of next meeting

Meeting closed at 8.30pm.
Next meeting confirmed for Wednesday 1st September 2021 at 7pm – meeting in the Village Hall Annex. Cllr Morphy gave her apologies for the next meeting.

ALL

Signed Chairman _____

Date _____