

Minutes of Cottingham Parish Council held on Wednesday 1st September 2021 at 7.00pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

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

PC Brad Wilson
Cllr Kevin Watt

	Action
<p>21/366 Receive and approve apologies for absence</p> <p>Cllr Mclean-Bowman and Cllr Grayson.</p>	
<p>21/367 – To receive declarations of interest under the Council’s Code of Conduct related to business on the agenda</p> <p>None received.</p>	
<p>21/368 – To receive and approve for signature the minutes of the Parish Council Meeting held on Wednesday 7th July 2021.</p> <p>RESOLVED – That the minutes be signed by The Chair as a correct record of the meeting subject to the changes discussed and these amendments being completed. Proposed Cllr Davison and Seconded Cllr Bates, vote – all in favour.</p>	
<p>21/369 – To note any matters arising from the minutes not included on this agenda</p> <p>21/343 – National Litter Pick Month – No progress has been made with this item 21/331 – Welcome Pack – This will be progressed by Cllrs West-Robinson and Bates going forward. 21/331a – Cllr Davison has nothing further to add to his CPRE verbal report made in June. 21/333 – Cllr West-Robinson has agreed to speak to Mr Freestone regarding the broken fence opposite his new fence line on the Jurassic path. 21/335 – Cllr West-Robinson will respond back to the resident enquiring about the decision made by Council regarding the path from the Royal George Entrance down to the Corby Road footpath.</p>	<p>GWR GWR</p>
<p>21/370 – Report from North Northants Council</p> <p>Cllr Watt in attendance and reported the following – Corby Council have made an offer to the Government to house some Afghani Refugees. No numbers or details have been released but this believed to be a small number of families. There will be a new bus strategy to follow for 2021. A scrutiny committee have met and decided Corby’s Kingswood area has now been classified as a ‘left behind area’. No detail of how this was decided or how this is going to be tackled financially or the time scale has been confirmed. It was confirmed help would be given to local groups who litter pick in a new Anti-Litter strategy.</p>	

<p>Cllr Watt received a useful email regarding workshops online run by Western Power regarding Climate change and the environment. He will share this will The Clerk to send to Councillors.</p> <p>Cllr Davison passed comment on the lack of response from the North Northants Planning Department for our area.</p>	
<p>21/371 – Constabulary matters</p> <p>The Clerk forwarded a report from PC Brad Wilson ahead of the meeting. PC Wilson expanded on the 3 crimes listed on his July/August report but none are being investigated further. He could not share the detail of an incident that occurred at Oakley Park, Ashley Road today until he returns on duty on Friday and he has updated Middleton Parish Council first. A speed check was carried out in Cottingham from the bottom of the hill on High Street. The highest recorded speed was 28 in a 30mph. PC Wilson will wait to be advised by the Road Safety Group if an alternative location would be better for next time. As soon as PC Wilson has the neighbourhood alert post-card they will be delivered door to door in the village. Cllr Russell will continue to share the Police Alert emails as and when they arrive.</p>	TR
<p>21/372 – Public Participation</p> <p>No members of public present.</p>	
<p>21/373 – Representative matters</p> <p>a) Feedback from outside meetings attended by Councillors or the Clerk. Cllr Bates and Mackie attended ‘Off to a Flying Start’ NCALC course which they both found useful.</p> <p>b) Reports from sub-committees, working groups and portfolio holders not included elsewhere on the agenda (Marked*)</p> <ul style="list-style-type: none"> • The Dale Liaison/Friends of Green Spaces. * • Police Liaison. • Road Safety group – Report from the latest Road Safety Meeting circulated ahead of the meeting. Next Road Safety meeting will be on Zoom on 15th September. • Parish Council Website – Cllr Bates to update the profile and photos of each councillor. Template to follow and before the next meeting The Clerk to take a photo of all Councillors. • The Mill Community Hub Board of Trustees* – Next meeting 7th September, currently nothing to report. • Cottingham Cum Middleton Village Hall Management Committee – Informal meeting held today with Cllr Russell, Curtis and Cllr Brant (MPC) nothing to report from meeting. • Finance Working Group* – Met on 16th July to complete the annual review of Financial Regs. Cllr West-Robinson to complete amendments and agreed changes and circulate. RESOLVED – to purchase The Clerk a CPC laptop to fulfill the security requirements in the Financial Regs. Proposed Cllr West-Robinson and Seconded Cllr Bates, vote – all in favour. Discussion on cancelling Zoom Pro version subscription as no longer necessary. RESOLVED – to cancel Zoom subscription. Proposed Cllr Davison and Seconded Cllr Bates, vote – all in favour. • Planning Sub-Committee.* • Footpath Warden * – The Council would like to express a “Huge Thanks” to Steve and Sue Morphy for clearing the paths at the back corner of the playing field round to the end of Berryfield Road voluntary. Proposed Cllr West-Robinson Seconded Cllr Davison, vote – all in favour. • Community Relations – It was agreed to hold off from previous mins Birth and Deaths in the Village. A frequent statement from the PC will be released to keep residents up-to-date on PC news. A new Facebook page will be trialed managed by Cllr Bates. Information Packs for 	

<p>new residents is an ongoing project. Add to the agenda for November the Council GDPR stance.</p> <ul style="list-style-type: none"> • Governance.* 	
<p>21/374 – Planning</p> <p>a) The Neighbourhood Plan for Cottingham Cllr Grayson has supplied updates on what stage the plan currently is at with Corby Council. Cllr Watt was asked to feedback how helpful and proactive Peter Williams has been.</p> <p>b) Land for sale off Bancroft Road behind PC garage. The Clerk to pass the original Deeds to Cllr West-Robinson.</p> <p>c) Update regarding Ashley Road planning matters. This matter has been ongoing throughout the month on all 3 separate sites. An update from Cllr West-Robinson will be brought to the November Meeting.</p>	<p>DG</p> <p>CLERK</p> <p>GWR</p>
<p>21/375 – Governance</p> <p>a) Reviewed Standing Orders Cllr Grayson has uploaded the new Standing Orders onto the Website RESOLVED – to accept this updated version, Proposed Cllr Davison Seconded Cllr Bates, vote – all in favour.</p> <p>b) Financial Regulations – Nothing further to add to 373 b) above</p> <p>c) Next document/policies for renew, update or production – Risk Assessment and Asset Register.</p>	<p>GWR</p> <p>DG</p> <p>CLERK</p>
<p>21/376 – Village Maintenance</p> <p>a) Footpath Wardens Report. Report circulated ahead of the meeting and contents accepted. It was noted with much appreciation that Steve Morphy has cleared the path between the rec and Berryfield Rd garages at no charge. It was also noted that, whilst some paths have been cleared on a voluntary basis, this does not absolve NNC of responsibility to maintain, and deliver on, a timely schedule of footpath clearing in Cottingham.</p> <p>b) Use of Bus Shelter at the top of Glover Court. No further action taken on this item.</p> <p>c) Feedback from maintenance activity Nothing further to feedback.</p>	
<p>21/377 – Village Environment</p> <p>d) The Dale – Quotes required to re-fence the area by the pond. A discussion required through the proposed Friends of Green Spaces Working Group as to the use of The Dale during 2022. The Clerk reminded Council it was agreed in previous meeting that residents would be invited to join this discussion group following letters/requests from residents to be included. Cllrs West-Robinson and Bates to devise and publish a communication to this effect.</p> <p>e) Other green spaces – Trees alongside the school playground noted they are specimens of interest.</p> <p>f) Jubilee Tree Planting – Check the closing date for the next bid for free trees.</p>	<p>CLERK</p> <p>OD</p> <p>GWR,</p> <p>CB</p> <p>OD &</p> <p>MC</p>
<p>21/378 – General (including wellbeing, utilities, transport, services, other matters of import or impact)</p> <p>a) Bus services. When this information is received from Wilbarston PC it will be circulated to the Council.</p> <p>b) Defibrillator – code & fobs. The Clerk to place the order for the Fobs.</p> <p>c) Update regarding Mill Project – already noted.</p> <p>d) Climate change report – no comment.</p> <p>e) Copyholders field – No change still waiting on solicitors to look over the deeds.</p> <p>f) Blue Plaque Walk – A scheme used in neighboring villages is this something CPC would like to consider?</p> <p>g) Rural Parish Council Forum – Attended by Cllr West-Robinson and report shared ahead of the meeting. Send report onto all North Northants Ward Councillors.</p>	<p>CLERK</p> <p>CLERK</p> <p>GWR</p>
<p>21/379 – Councilor and Clerk matters</p>	

<p>a) Councillors Training Cllr Morphy attending Off to a Flying Start on 9th September 2021. Email shared with the council on upcoming NCALC course. Councillors to respond to The Clerk if they feel a course would be appropriate to their council activities or committees.</p> <p>b) Clerk's Holiday. The Clerk has taken 2 weeks during August but still has several weeks to take before the end of the year.</p>																																												
<p>21/380 – Finance</p> <p>a) To pass resolution to approve payment to be made as per schedule circulated prior to the meeting. Once the amend to the Clerk expenses is made. Should read £137.91 as per the expenses spreadsheet also supplied not £61.98.</p> <p>RESOLVED – Proposed Cllr Davison and Seconded Cllr Russell, vote – all in favour.</p> <table border="1"> <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 July and August 2021</td> <td>137.91</td> <td>8.14</td> <td>LGA 1972 s.112</td> </tr> <tr> <td>NCALC</td> <td>Course for Cllrs Bates and Mackie – Off to a Flying Start</td> <td>88.00</td> <td>-</td> <td></td> </tr> <tr> <td>VHMC</td> <td>Hall Hire for July Meeting's – 7th, 16th and 27th</td> <td>36.00</td> <td>-</td> <td></td> </tr> <tr> <td>Curtis Website Design</td> <td>Work on Website</td> <td>80.00</td> <td>-</td> <td></td> </tr> <tr> <td>Steve Morphy</td> <td>Cuts completed in July and August – 4 x Mowing Village and 2 x Mowing back of garages 1 x Mowing the Dale 1 x Spraying the Bus Shelter and 1 x Trimmed the Hedge at the War Memorial</td> <td>940.00</td> <td>-</td> <td></td> </tr> <tr> <td></td> <td>Mowing the Playing Field x 13</td> <td>607.00</td> <td></td> <td></td> </tr> <tr> <td>LE16 Communications</td> <td>Printing July News Letter</td> <td>85.00</td> <td>-</td> <td></td> </tr> </tbody> </table>					Payee	Details	Total Amount £	VAT@ 20%	Legal Authority	Rachel Raj	Expenses for July and August 2021	137.91	8.14	LGA 1972 s.112	NCALC	Course for Cllrs Bates and Mackie – Off to a Flying Start	88.00	-		VHMC	Hall Hire for July Meeting's – 7 th , 16 th and 27 th	36.00	-		Curtis Website Design	Work on Website	80.00	-		Steve Morphy	Cuts completed in July and August – 4 x Mowing Village and 2 x Mowing back of garages 1 x Mowing the Dale 1 x Spraying the Bus Shelter and 1 x Trimmed the Hedge at the War Memorial	940.00	-			Mowing the Playing Field x 13	607.00			LE16 Communications	Printing July News Letter	85.00	-	
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<p>b) Balances Balance of Unity Trust account as at 1st September 2021 – Current Acc. £14,383.98 and Savings Acc. £15,000 = Total £29,383.98.</p> <p>c) Income received – £44.49 from Western Power for Wayleave payments. Invoices made – none sent</p>																																												
<p>21/381 – Correspondences received and circulated</p> <ul style="list-style-type: none"> • Letter received from Cottingham C of E Church – The Clerk to respond. • Email from Resident regarding hedge by Windmill Close – no response necessary. • North Northants Responders letter requesting a clothing recycling bank within the village – agreed at this time there is no room for another bank – The Clerk to respond. • NCALC – e-update Cllr Bates to re-share page 11. • All emails received throughout the month that are relevant to the council forward from The Clerk to continue. 																																												
<p>21/382 – Close time and date of next meeting</p> <p>Meeting closed at 9.21pm. Next meeting confirmed for Wednesday 6th October 2021 at 7pm – meeting in the Village Hall Annex,</p>																																												

ALL

Signed Chairman _____

Date _____