

Minutes of Cottingham Parish Council held on Wednesday 4th May 2022 at 7.35pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

Attendees: Cllr G West-Robinson (Chair)
Cllr D Grayson (Vice Chair)
Cllr O Davison
Cllr T Russell
Cllr M Curtis
Cllr A Mackie
Cllr S Morphy

Ms R Raj (Clerk)
PC Brad Wilson
2 members of the Safer Corby Team

	Action
22/508 – Receive and approve apologies for absence. Cllr T Mclean-Bowman and Cllr C Bates.	
22/509 – To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Cllr Morphy declared a payment for approval on the schedule for May has a direct interest to her. <i>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 that agenda item, but without a vote on it.</i>	
22/510 – To receive and approve for signature the minutes of the Parish Council Meeting held on Wednesday 6 th April 2022. RESOLVED – The minutes to be signed by the Chair as a correct record of the meeting. Proposed Cllr Davison and Seconded Cllr Grayson, voted – all in favour (with 1 abstain – Cllr West-Robinson).	
22/511 – To note any matters arising from the minutes not included on this agenda 22/472 – Report from Cllr Watt in Aprils meeting still requires a response. Cllr Grayson and West Robinson agreed to meet and formulate a reply on behalf of the council. 22/500 – Cllr Bates request last month CPC moved ahead finalising its plans for OLB. Cllr West-Robinson will convene a meeting jointly with the Chair of MPC, to be attended by the designated OLB representatives from each PC.	GWR & DG GWR
22/512 – Report from North Northants Council. Late apologies received from Cllr Watt. Brian and Lenny from the Corby Safer Team of NNC Wardens attended the meeting and updated the council on their new Unitary Authority roles post-COVID. Their main focus is Anti-Social behaviour. All requests for the team now must go through the Customer First Contact details and	

a newsletter was shared with the council showing the direct numbers and email address to this departments. These details to be placed on the noticeboards (physical and website).	CLERK & CB																									
<p>22/513 – Constabulary matters</p> <p>PC Wilson ran through the April report and what information he was able to share with the council regarding the dangerous dogs attacking local livestock. He has completed a school visit with Suzanne Preston and will be carrying out a speed gun exercise in the near future. The existing process whereby Cllr Russell is the designated first Point of Contact for the reporting of all incidents was reviewed in order to comply with PC Wilson’s request that urgent matters be reported without delay. It was agreed that, for matters deemed urgent, Councillors and members of the public should contact 101 (or 999 in an emergency) to report crimes to the police and update Cllr Russell at their earliest opportunity so this can be logged and followed up direct with PC Wilson. If Cllr Russell is unavailable then Cllr Maclean-Bowman should be informed.</p> <p>Cllrs Russell and Maclean-Bowman, who jointly carry out the Police liaison portfolio role, will continue to share the Police Alert emails as and when they arrive.</p>	ALL																									
<p>22/514 – Public Participation</p> <p>No public present.</p>																										
<p>22/515 – Village Environment</p> <p>a) The Dale general update.</p> <p>The Cattle are now back in the dale and the water to the trough is turned on. The water is also believed to be feeding the adjacent field to the west (currently occupied by sheep). Cllr Davison will investigate further.</p> <p>Cllr Curtis has checked on gates available in the council garage to close off the fenced area ahead of preparation for the jubilee tree planting. The 2 gates require fence posts. Cllr Curtis to obtain a quotation from our village maintenance contractor (“SM”) for this work to be completed.</p>	OD MC																									
<p>22/516 – General</p> <p>a) Her Majesty’s 70th Jubilee Celebrations – update on joint planning session with MPC. The Beacon has been registered and SM is kindly sourcing the brazier and pole and lighting the beacon on the night. The list of events over the 4 days 2nd - 5th June has been publicised well around both villages.</p> <p>It was RESOLVED to agree MPCs suggestion to split the cost of the Big Lunch Event on Sunday - 1/3 Middleton PC and 2/3 Cottingham PC. CPC to pay the bills in full and invoice MPC for their one third contribution. It was agreed the maximum spend by CPC to be £400. Proposed Cllr West-Robinson and Seconded Cllr Grayson, vote – all in favour.</p> <p>b) Consultation (NNC and Other).</p> <p>A response has been sent following the Northampton Strategic Plan questionnaire which was completed by a team of Councillors, led by Cllr Grayson, on behalf of CPC. A vote of thanks was passed to that team.</p>																										
<p>22/517 – Finance</p> <p>a) To pass resolution to approve payment to be made as per schedule circulated prior to the meeting, supplemented by 2 invoices received post-circulation.</p> <p>RESOLVED – Proposed Cllr West-Robinson and Seconded Cllr Mackie, voted – all in favour (Note: Cllr Morphy ineligible to vote).</p> <table><tr><th>Payee</th><th>Details</th><th>Total Amount £</th><th>VAT@ 20%</th><th>Legal Authority</th></tr><tr><td>Rachel Raj</td><td>Expenses for April 2022</td><td>34.00</td><td>-</td><td>LGA 1972 s.112</td></tr><tr><td>Steve Morphy</td><td>Village Mowing</td><td>405.00</td><td>-</td><td></td></tr><tr><td></td><td>Dale fence repairs</td><td>230.00</td><td></td><td></td></tr><tr><td>*BHIB</td><td>Annual Insurance</td><td>461.79</td><td>-</td><td></td></tr></table>	Payee	Details	Total Amount £	VAT@ 20%	Legal Authority	Rachel Raj	Expenses for April 2022	34.00	-	LGA 1972 s.112	Steve Morphy	Village Mowing	405.00	-			Dale fence repairs	230.00			*BHIB	Annual Insurance	461.79	-		
Payee	Details	Total Amount £	VAT@ 20%	Legal Authority																						
Rachel Raj	Expenses for April 2022	34.00	-	LGA 1972 s.112																						
Steve Morphy	Village Mowing	405.00	-																							
	Dale fence repairs	230.00																								
*BHIB	Annual Insurance	461.79	-																							

**LE16	Printing of Spring Newsletter	94.00	-	
** MHF Ltd	Cost of half of replacement Dale gate	88.28	-	

*This payment will not be sent until the end of the month.

** These 2 payments were not included on the original schedule sent to the council but were brought up at the meeting by The Clerk.

b) Balances

Balance of Unity Trust accounts as at 4th May 2022 –
Current Acc. £27,833.68 and Savings Acc. £15,009.06

c) Income received

20/04 - £412.47 MPC annual shared costs invoice and 29/04 £19,978.00 NNC Precept.
Invoices raised – None

d) Agar forms and submission.

RESOLVED to received and accept the AGAR Audit forms shared with the council ahead of the meeting. Proposed Cllr West-Robinson and Seconded Cllr Mackie, vote – all in favour.

e) Internal Audit.

Completed by the NCALC internal Auditor and The Clerk via Zoom on Thursday 26th April awaiting the report to share with the council.

f) Sign off 2021/22 End of Year Figures.

Shared with the council ahead of the meeting list of income and expenditure.

RESOLVED to except the figures as a true record of the financial year 2021/22.

Proposed Cllr West- Robinson and Seconded Cllr Davison, vote – all in favour

g) Launch of Grant and Applications scheme (FWG)

It was agreed the FWG will meet at 10am on Monday 16th May and discuss this process further before bring it to the council for approval.

h) It was noted that an internal audit by one of the two designated Cllrs to be scheduled

**FWG
CLERK,
AM & TR**

22/518 – Correspondence received and circulated.

a) Email from a past resident regarding a memorial tree/bench in the dale for her late husband, a Cottingham resident all his life. It was agreed this could be included in the Jubilee tree planning area. The Clerk to confirm back to the resident, and Cllr Davison to get in touch to discuss the options available. There was a consensus view that protection of future memorial trees will not be achieved by fencing them in their own enclosure.

b) A message was received by the Clerk regarding the play area equipment starting to become rough in parts and giving children splinters. The Clerk has made enquiries who this complaint should be passed to, Customer First and also a contact provided by Suzanne Preston. The Clerk to follow up.

c) Email from Cllr Watt – Greenway Board NNC.

Cllr West-Robinson and Grayson to include this in their replay to Cllr Watts.

d) Letter received from East Midlands Ambulance Service offering training on defib and CPR. The council agreed this was a worthwhile exercise and to go ahead and express our interest.

**CLERK
OD**

**CLERK
GWR &
DG**

CLERK

22/519 – Close time and date of next meeting

Meeting closed at 9.05pm.

Annual Parish Meeting Wednesday 18th May 2022 at 7pm – Councillors welcome to attend.

Next Parish Council meeting agreed for Wednesday 1st June 2022 at 7pm.

**ALL
ALL**

Signed Chairman _____

Date _____