

Clerk's Address 6 Church Street Market Harborough LE16 8XG Telephone: 07584 212067

Email: clerkcottinghampc@gmail.com

Minutes of Cottingham Parish Council held on Wednesday  $6^{th}$  July 2022 at 7pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

Attendees: Cllr G West-Robinson (Chair)

Cllr D Grayson (Vice Chair)

Cllr O Davison Cllr A Mackie

Cllr T Mclean-Bowman

Cllr S Morphy Cllr T Russell

Ms R Raj (Clerk) Cllr K Watt PC Brad Wilson

1 Member of the public

	Action
22/561 – Receive and approve apologies for absence Cllr C Bates and Cllr M Curtis RESOVLED to approve the apologies for absents, vote requested by Cllr Davison. Proposed Cllr West-Robinson and Seconded Cllr Davison, Vote all in favour.	
<b>22/562</b> – 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 June has a direct interest to her. 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.	
<b>22/563</b> – To receive and approve for signature the minutes of the Parish Council Meeting held on Wednesday 1 <sup>st</sup> June 2022 <b>RESOLVED</b> – The minutes to be signed by the Chair as a correct record of the meeting.  Proposed Cllr Grayson and Seconded Cllr Morphy, voted – all in favour with 2 abstained.	
22/564 – To note any matters arising from the minutes not included on this agenda 22/518 b – Cllr West-Robinson has followed up on the initial conversation between The Clerk and NNC Parks Officer regarding the enquiry from a resident on the ageing play park in the village. It was discussed that CPC could look into grants to replace some of the equipment. It was agreed Cllr Mclean-Bowman and The Clerk to follow this up and look into whether commencing a project to improve the play park is feasible.  22/518 – Cllr Davison has spoken with the former resident who requested a memorial tree or bench be installed in the dale. The resident has stated that she would prefer a bench. Council have not determined whether memorial benches are to be permitted in the Dale. Cllr Davison to return and explain this will be discussed in our October meeting.	TMB & CLERK

22/527 – The RSJ's left at the bottom of Stonepit Drive and the advertisement sign on the	
fencing on the zig zag path were removed quickly after the request was made to the household concerned.	
The Clerk to share the 'Creating Accessible Documents' presentation following the training course attended.	CLERK
22/565 – Report from North Northants Council	
Cllr Watt, Ward Councilor had the following report for the PC – NNC have received funding from Central Government for family hubs, to reduce family poverty. There is a Household Support Fund worth £2m for pensioners and families, to fund things like the holiday food vouchers for school children.	
An internal Leveling-Up scrutiny committee has been assigned going forward for Corby, Kettering and Wellingborough.	
£1m has been allocated by the Government for a new Traveler's transit 10-site plot in Rothwell. Kettering Hospital is under review for improvements, increased bed numbers and more home care provision. This due to be completed by 2026.	
Maintain Nursery Committee has been set-up to assist local nurseries stay funded and operational.	
Greenway is a project to increasing bio-diversity and interest from the local rural communities, including a river Nene-based study.	
Cllr West-Robinson asked if the river Welland is also included and agreed to share his contact with Cllr Watt.	
Cllr Watt was looking into the over-grown brambles in front of the garages on Berryfield on the CPC's behalf. He has now dealt with this himself – Thanks you Cllr Watt.	GWR
Cllr Watt was asked about the link for bike and pedestrians from the new SUE development to the urban roads. This will fall under the Active Travel Project not the Greenways Project.	
A resident has complained about the vegetation over growing paths along Bancroft Road, Cllr West-Robinson to forward photos received and Cllr Watts looking to follow this up with highways.	GWR
	OWN
<b>22/566</b> – Constabulary matters  PC Wilson provided a June report and had no further information to share with the council regarding the ongoing investigation that has recently occurred in Cottingham. He has assisted the VHMC with advice and increased patrols following 2 recent incidents of broken windows to the hall.	
Cllr Russell continues to forward the Northamptonshire Police Alerts to Cllrs	
<b>22/567</b> – Public Participation A Berryfield Rd resident attended the meeting. He had previously requested assistance regarding trees growing at the rear of their garden on Glover Court's verge. He has previously	
been advised by NNC that these trees are not their responsibility. Cllr West-Robinson has challenged this statement with NNC on the basis that NNC own the land. This information will be passed onto Cllr Watt. Cllr Davison agreed to visit Glover Court and identify the trees. The Clerk has received an email from Cllr Sims from a resident complaining about the roots from	GWR, OD & Cllr Watt
a tree on the pavement of on Berry Rd and Berryfield Rd. This was not felt to be a matter for the Parish Council. Cllr Watt agreed to feed back to Cllr Sim. Cllr Mackie drew attention to the risks to persons and vehicles presented by the condition of 2 trees at the bottom of Ripley Road on Rockingham Road. These are planted on NNC-owned verges and are NNC's responsibility. This has also been an on going issue for the past 2 years.	
22/568 – Representative Matters  a) Feedback from outside meetings attended by Councillors or The Clerk during June.	

i. Cllr West-Robinson attended the Village Shop AGM and as agreed relinquished all but 1 of the shares previously purchased by the CPC. Traveler issue with Tom Pursglove MP, meeting attended by Cllr West Robinson and ii. The Clerk on Friday 1st July - unacceptable level of dogs attacking livestock and roaming. The meeting concluded that a joint communication will be formed by the MP and NNC and delivered to the relevant dog owners requiring them to improve fences and other measures to prevent the dogs exiting the sites. b) CPC Membership matters. Cllr Bates will be stepping down as a Cllr in due course. The Clerk to check the policy on filling **CLERK** the vacancy. **22/569** – Reports from Sub-committees, working groups and portfolio holders not includes elsewhere on the agenda: Finance Working Group - Have not met in the last month, Cllr West -Robinson will send out possible dates for a meeting during August. The Mill Community Hub Board of Trustees – No further update at this time. Still finalising the splay into the new green car park. Village Hall Management Committee ("VHMC") – Have held a meeting and are looking at the ground the hall occupies, how the link between the hall and school should be used and how the toilet facilities can be improved. Community Engagement and Communications (incorporating PC Website) – Meeting between Cllrs West-Robinson and Bates to discuss the project to change CPC's website platform & web services supplier. Cllr West-Robinson has received 2 quotations for this work. It was proposed, given the detailed nature of this matter, that an extraordinary meeting be convened. This meeting to be attended by a resident who has offered to **GWR** assist in the transition and support going forward. Dates to be circulated. <u>Friends of Green Spaces</u> – A date has been set for the next meeting. Road Safety Group – The group met the previous night so the updated minutes have not yet been circulated. As soon as they are available, they will be shared. Suzanne Preston has requested confirmation if CPC would like to re-start their walk abouts with the TR wardens? **RESOLVED** to request these restarts proposed Cllr Mackie and seconded Cllr Davison, **CLERK** voted – all in favour. The Clerk to reply to Suzanne. The Dale Liaison Group – After several incidents of the cows escaping from the Dale it is suggested the kissing gate hingers are reversed. Cllr Davison is dealing with this matter. OD All other points on the agenda will be discussed at a later meeting due to time constraints. <u>Footpath Wardens report – The monthly report has been received from the Footpath</u>

## 22/570 - Planning Sub-Committee Meeting

a) Meetings during June

A meeting was held on Thursday 16<sup>th</sup> June and response letters were sent to NNC and uploaded onto the appeal panels portal.

Warden. The majority of paths have since been cleared by our village maintenance contractor. The Clerk has written to NNC to clarify where their responsibilities to

maintain Cottingham footpaths feature on their schedule.

**RESOLVED** to approved the minutes, proposed Cllr Grayson and seconded Cllr Mackie, voted – all in favour (who attended the meeting). The minutes were signed by Cllr Grayson, Chair of that meeting.

b) Little Meadow, Oakley Park & Peasdale Hill Field – Update on appeal The appeals will be heard over two days at the end of July. **22/571** – Village Environment a) A water leak reported at the end of Berryfield Road has now been dealt with by Anglia Water. b) The Clerk to look into renewing the posters and dog bag dispensers around the village. No further action on this has been take at this time. **CLERK** 22/572 - General Parish Matters a) Jubilee – Quick review and feedback. Deferred to later meeting if required b) Proposed First Aid Training from North Northants First Responders. Date has been set for Sunday 17<sup>th</sup> July at 6.30pm. Hall availability to be confirmed by the Clerk. Enquiry as to whether Council will fund the hall hire and refreshments. **RESOLVED** – the cost for this training to be covered by Council: proposed Cllr West-Robinson and seconded Cllr Grayson, voted – all in favour. The Clerk to make the arrangement and advertise the event. c) Consultations (NNC and Other) **CLERK** Nothing to discuss at this time. d) Update on agreed action re: walkabout, drain measuring etc. Nothing further discussed at this time. 22/573 - Governance a) Policy and governance documents to be re-adopted 2022/23 as follows:-As there were no notable amends to make to the Standing Orders and Financial Regs it was **RESOLVED** to re-adopt these policies for 2022/23. Proposed Cllr West-Robinson and seconded Cllr Grayson, voted – all in favour. Prior to the meeting the Clerk identified and proposed to Council some minor amends to the current Risk Assessment. Conditional upon the proposed changes being incorporated into the document by Cllr Grayson, it was **RESOLVED** to re-adopt the Risk Assessment for 2022/23. Proposed Cllr West-Robinson and seconded Cllr Grayson, voted – all in favour. DG b) Terms of reference for Committee meetings Cllr Grayson has completed some work on the terms of reference for committees and working groups and is awaiting feedback before it is shared with the whole council for adoption. Defer to the September meeting. c) OLB Update. The draft OLB Plan shared by Cllr West-Robinson with the council ahead of the meeting was adopted. RESOLVED proposed Cllr Davison and seconded Cllr Mackie, voted – all in favour. 22/574 – Councilor and Clerk matters (e.g. training, holiday, anticipated absence) The Clerk confirmed a 2-week summer holiday booked - Monday 22<sup>nd</sup> August – 5<sup>th</sup> September 22 **22/575** – Finance a) To pass resolution to approve payment to be made as per schedule circulated prior to the meeting. **RESOLVED** – Proposed Cllr West-Robinson and seconded Cllr Russell, voted – all in favour (*Note*: Cllr Morphy ineligible to vote). Payee Details Total VAT@ Legal Authority Amount £ 20% Rachel Raj Expenses for June 2022 65.06 2.50 LGA 1972 s.112 Village mowing 620.00 Steve OSA 1906, s15 Beacon lighting cost 150.00 Morphy School field harrowing 120.00 Maintaining foot paths 260.00 LE16 142.00 LGA 1972 s.231 Special Jubilee colored addition **ACRE** 35.00 Annual membership renewal

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	Wave	Dale water charge	12.13	-				
	NCALC	Annual Subscription	769.81	-		]		
	VHMC	June hall hire	63.00	-				
In ac	In addition, a late invoice received from NCALC £81.60 was received and approved along with							
the a	the above invoice for payment this month.							
b	) Balances	5						
Bala	Balance of Unity Trust accounts as at 6 <sup>th</sup> July 2022 –							
	•	4,689.55 and Savings Acc. £15,						
	c) Income received – £41.20 from Western Power cheque still to be paid into the bank							
	•	terest received on the savings						
		_	account.					
_	Invoices raised – None d) Audits – The Internal Audit report was shared with Council ahead of the meeting.							
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	<b>RESOLVED</b> to acknowledged its receipt and upload it onto the website. Proposed Cllr							
	Mackie and seconded Cllr Grayson, voted – all in favour.							
22/5	76 Corro	spandance received and circula	nt od					
22/576 – Correspondence received and circulated								
A letter has been received from the Air Ambulance for the council to consider. Consideration of								
this letter was deferred to the September meeting.								
22/577 – Close time and date of next meeting								
Meeting closed at 9.12pm.								
Next Parish Council meeting agreed for Wednesday 7 <sup>th</sup> September 2022 at 7pm which will be								
chaired by Cllr Grayson in the absence of Cllr West-Robinson.						ALL		

Signed Chairman	 	
Date	 	