

Minutes of Cottingham Parish Council held on Wednesday 1<sup>st</sup> February 2023 at 7:00 pm at Cottingham Village Hall Annex, Berryfield Road, Cottingham.

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

Ms R Raj (Clerk)  
Cllr Kevin Watt – NNC Ward Councilor  
4 members of the public

	Action
<b>22/677</b> – Receive and approve apologies for absence. None received.	
<b>22/678</b> – To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. None received.	
<b>22/679</b> – To receive and approve for signature the minutes of the Parish Council Meeting held on Wednesday 11 <sup>th</sup> January 2023. <b>RESOLVED</b> – The minutes to be signed by the Chair as a correct record of the meeting. Proposed Cllr Mclean-Bowman and Seconded Cllr Grayson, voted – all Councillors in favour who were present at this meeting.	
<b>22/680</b> – Notes of matters arising from the minutes of previous Parish Council meetings not included on this agenda. 22/668 – Following last month's meeting, it was recorded in the minutes the Governance ToR item required further discussion and clarification, Cllr Grayson and West-Robinson have completed their research and requested confirmation from Danny Moody – NCALC, which was shared with the council. It was <b>RESOLVED</b> to agree to rename the Finance Working Group as the Finance Committee but to make the ToR clear it is a non-advisory committee. The number of councilors also on this committee need to be less than 5 so any proposals brought back to the council for a vote are not already from a majority number of councilors. Proposed by Cllr Grayson and Seconded Cllr Morphy, Voted – all in favour. Cllr Grayson will draft the Terms of Reference for the Finance Committee. 22/664 – Cllr West-Robinson followed up with Cllr Watt if CPC and MPC's proposal for the empowerment funding has been accepted/approved. Cllr Watts confirmed that the amount of	<b>DG</b>

<p>the joint PC application is acceptable and, once all the admin tasks have been completed, they will grant the request. It was clarified that the application from the Shop Committee is completely separate from the joint application by the two PCs.</p> <p>It was agreed Cllr West-Robinson should follow up direct with the NNC officer who has written to Tom Pursglove MP, copied to a resident but not to CPC, wrongly declaring that CPC is responsible for controlling the vegetation around the NNC owned garages on NNC land. This is not within the CPC remit or maintenance schedule.</p>	<p><b>KW</b></p> <p><b>GWR</b></p>
<p><b>22/681</b> – Report from North Northants Council.</p> <p>Cllr Watt updated he is still waiting to hear back from Housing department regarding the vegetation growing around the garages on Berryfield Road. The maintenance team are split into 2 areas of urgent and non-urgent repairs/maintenance and this job is falling under non urgent.</p> <p>Cllr Mclean-Bowman asked if assistance with NNC's planning department's portal alert setting not working. Cllr Watt passed on NNC officer Linda Shanks' name who works for the Corby planning department who maybe able to assist. Cllr Mclean-Bowman to follow this up on behalf of Cllr Davison and The Clerk.</p>	<p><b>TMB</b></p>
<p><b>22/682</b> – Constabulary matters.</p> <p>PC Wilson sent his apologies for tonight's meeting and forwarded a monthly updated which was shared with the council. During the month he also sent an updated following Cllr Mackie's request on an update on last summer's house to house enquiries.</p> <p>The Beat Bus will be visiting the village for a surgery on the morning of 14<sup>th</sup> February.</p> <p>Cllr Russell continues to forward the Northamptonshire Police Alerts to Councillors.</p>	<p><b>CLERK</b> <b>TR</b></p>
<p><b>22/683</b> – Public Participation.</p> <p>Two members of the Beadsworth family were seeking an update on their requested made in January 2022 to install a memorial bench for the late Mr Laurie Beadsworth. This item is on the agenda 22/685 but was brought forward for discussed. The council discussed the possibility of introducing a policy to specify where and how many benches the village could install in the Dale area as memorials to past residents. It was unanimously agreed, based on the current request from the Beadsworth family, that a bench be installed in the Dale. The detail of costs, installation method and ongoing maintenance are still to be confirmed but the family have stated that they will take full responsibility for all costs and maintenance in perpetuity.</p> <p>A resident of Bancroft requested the councils help with neighbour's parking on the grass verge in the proximity of his home in Bancroft Road. It was <b>RESOLVED</b> to start addressing this issue with Bancroft and Ripley Roads initially via a mail shot to all residents in those streets and an article in the village Newsletter. Proposed Cllr West-Robinson and Seconded Cllr Mclean-Bowman, Voted – all in favour. The phase 'Be Proud of where you Live' was suggested.</p> <p>It was noted the building rubble has finally been moved on Rockingham Road.</p>	<p><b>CLERK</b> <b>GWR</b></p> <p><b>H/WAY</b> <b>CLLR</b></p>
<p><b>22/684</b> – Representative Matters feedback from outside meetings attended by Councillors or The Clerk during January.</p> <p>Nothing to report.</p>	
<p><b>22/685</b> – Reports from Sub-committees, working groups and portfolio holders not included elsewhere on the agenda:</p> <ul style="list-style-type: none"> <li>• <u>Road Safety and Highways Working Group</u> – Update on proposal to apply for yellow lines on the corner of High Street and a barrier along the grass/road edge.</li> </ul> <p>The Clerk updated the council an application has been sent to NNC regarding applying for yellow lines, the email response received suggests this process maybe a 12-18 month timescale. The Clerk and Steve Morphy measured and discussed installing 1.5ft posts every 6 foot long the edge of the grassy corner on High Steet. Once costed the</p>	

<p>aim is install these during half term with the help of volunteers.</p> <ul style="list-style-type: none"><li>• <u>Community Engagement and Communications</u> (incorporating PC Website) – Cllr West-Robinson and Charley will share the draft copy of the new website with Cllr Grayson and the Clerk for their comments and then bring a prototype to full Council for consideration.</li><li>• <u>The Dale</u> – permitting memorials other than trees – option and decisions This was discussed during the public participation item. Cllr Davison has been informed by NNC that they do not, at this time, carry out tree surveys directly. They referred him to Rebecca Price has quoted an estimated figure of £550 based on the google earth map of the Dale. <b>RESOVELD</b> that Cllr Davison will firm up this quote and authorise the survey up to a maximum cost of £1,000. Proposed Cllr Davison and Seconded Cllr Curtis, Voted – all in favour. <u>Footpath Warden</u> – Thank you to our Footpath Warden for the monthly report which was shared with Council ahead of the meeting. Cllr West-Robinson and The Clerk to compile a list of land owners’ details to share the report with.</li></ul>	<p><b>SM CLERK</b></p> <p><b>GWR, DG CLERK</b></p> <p><b>OD</b></p> <p><b>CLERK &amp; GWR</b></p>					
<p><b>22/686</b> – Planning Sub-Committee – Approval of minutes of meeting held on 16<sup>th</sup> January. <b>RESOLVED</b> to accept the minutes, Proposed Cllr Grayson and Seconded Cllr Russell, Voted – all in favour.</p>						
<p><b>22/687</b> – Village Environment/Maintenance – School Sign update. Due to not receiving the information on the pole manufacturer, it was agreed that Cllr West-Robinson and Clerk will request that Coeval calculate and produce the installation specification based on the information we have provided.</p>	<p><b>GWR</b></p>					
<p><b>22/688</b> – General Parish Matters</p> <p>a) Land behind PC’s garage. Cllrs Grayson and Curtis have attended an initial FOC meeting with the solicitors Lamb and Holmes. It is still not clear this transaction can take place with the current Deeds conditions in place with NNC. Cllr Grayson to send the solicitor a copy of the deeds. Cllr Grayson will update the resident interested in the plot who has recently enquired about the current situation.</p> <p>b) Proposed First Aid Training from North Northants First Responders. The Clerk has received a series of dates from NNFR. Wednesday 15<sup>th</sup> March is the date agreed by the council to book for a 2 hour training evening for residents. The Clerk to confirm and start to advertise.</p> <p>c) Consultation (NNC and Other). Nothing new to report.</p> <p>d) Village walkabout rescheduled date to agree. Thursday 9<sup>th</sup> February at 10am Councillors to meet at the bottom of Ripley Road.</p>	<p><b>DG</b></p> <p><b>DG</b></p> <p><b>CLERK</b></p> <p><b>All</b></p>					
<p><b>22/689</b> – Councilor and Clerk matters (e.g. training, holiday, anticipated absence). Cllr Grayson and Mclean-Bowman shared some holiday dates with The Clerk. The Clerk also notified Council of her next leave plans.</p>						
<p><b>22/690</b> – Finance</p> <p>a) To pass resolution to approve payment to be made as per schedule circulated prior to the meeting. <b>RESOLVED</b> – Proposed Cllr Davison and Seconded Cllr Curtis, voted – all in favour.</p>						
<table><tr><td>Payee</td><td>Details</td><td>Total</td><td>VAT@</td><td>Legal Authority</td></tr></table>	Payee	Details	Total	VAT@	Legal Authority	
Payee	Details	Total	VAT@	Legal Authority		

		Amount £	20%		
Rachel Raj	Expenses for January 2023	49.39	1.66	LGA 1972 s.112	
VHMC	January Hall Hire	30.00		LGA 1972 s.111 & s.150	

  

<p>b) Balances.  Balance of Unity Trust accounts as at 1<sup>st</sup> February 2023 –  Current Acc. £11,860.16  Savings Acc. £15,093.95</p> <p>c) Income received – nothing received.  Invoices raised – nothing raised.</p>	<b>CLERK</b>
<p><b>22/691</b> – Correspondence received and circulated including:  CPRE email regarding registering to count stars was shared with the council.  Message received by Cllr West-Robinson reporting a non-working street light in the village hall car park. Cllr Curtis has reported this to the school as this is their light.  Cllr Mackie agreed to check on some other lights that have been reported to The Clerk.  Cllr West-Robinson reminded the council there is a joint working group meeting with MPC on Thursday 2<sup>nd</sup> Feb regarding The Kings Coronation.  An email has been received from one of the youth football teams the council were previously talking to about using the playing field for their training on a Tuesday and Thursday evening.  The Clerk to check the council's insurance policy. Whilst the details are to be sorted out, Council expressed enthusiasm for this scheme and gave it the 'green light'. GWR to continue to liaise.</p>	<b>AM</b>  <b>ALL</b>  <b>CLERK</b> <b>GWR</b>
<p><b>22/692</b> – Close time and date of next meeting  Meeting closed at 8.59pm.  Extraordinary meeting Wednesday 8<sup>th</sup> February 2023 at 6.30pm  Next Parish Council meeting agreed for Wednesday 1<sup>st</sup> March 2023 at 7:00pm.</p>	<b>ALL</b> <b>ALL</b>

Signed Chairman \_\_\_\_\_

Date \_\_\_\_\_