

COGENHOE & WHISTON PARISH COUNCIL

Clerk: Deborah Rush
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To members of the Council:

You are hereby summoned to attend the **Council Meeting** of Cogenhoe & Whiston Parish Council to be held on **Thursday 10th January 2019** at **7.30pm** in **The St Peter's Centre, Church Street, Cogenhoe, NN7 1LS**, for the purpose of transacting the following business;

Members of the public and press are invited to address the Council at its Open Forum from 7.30 – 7.45pm.

Attendees are reminded that in accordance with the Openness of Local Government Bodies Regulations 2014, this meeting may be recorded.

A G E N D A

186. **Open forum**

187. **To receive and accept apologies for absence.**

Cllr Packer, Cllr Biggs

188. **To receive any declarations of disclosable pecuniary or non-statutory disclosable interests** from Councillors for items on the agenda.

189. **To sign the minutes** of the meeting held on **3rd December 2018**.

190. **Matters arising from previous minutes** (for information only)

-Street doctor updates;

9.10.18 956438	Problem: Roads Description: Potholes Street/Town: Glebe Road, Cogenhoe And Whiston Location: Glebe Road / Glebe Way	15.10.18 Works ticket has been raised and will be completed within 4 months.. Referred to Richard Malyszewicz. 22.11.18 Referred to Richard Malyszewicz.
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	<p>Details: Area is littered with potholes, some of which didn't meet intervention levels previously but that have deteriorated / grown since previous inspections</p>	
<p>17.10.18 957039</p>	<p>Problem: Sign</p> <p>Description: Damaged/Missing</p> <p>Street/Town: Brafield Road,Cogenhoe And Whiston</p> <p>Location: Brafield Road, Cogenhoe</p>	<p>19.10.18 Works ticket has been raised and will be completed within 6 months</p>
<p>2.11.18 958525</p>	<p>Problem: Vegetation</p> <p>Description: Overgrown/Overhanging</p> <p>Street/Town: Watts Close,Cogenhoe And Whiston</p> <p>Location: corner St Peter's Way & Watts Close</p> <p>Details: brambles overhanging the footpath making it difficult for pushchairs / wheelchairs.</p>	<p>13.11.18 Under Investigation. Referred to Jayne Hawtin. 13.11.18 Site visit complete. Letter to be sent to Landowner requesting that the vegetation is cut back. Re-visit 30 days after receipt of letter. Referred to Jayne Hawtin.</p>
<p>5.12.18 960310</p>	<ul style="list-style-type: none"> • Problem: Vegetation • Description: Overgrown/Overhanging • Street/Town: York Avenue,Cogenhoe And Whiston • Location: York Avenue , back of Working Men's Club • Details: Hedge overhanging, making it difficult to use footpath for buggies & wheelchairs 	<p>11.12.18 Under Investigation. Referred to Jayne Hawtin. 11.12.18 Highways To Monitor. No Action- Site visit undertaken. The vegetation will continue to be monitored on Highway safety inspections.. Referred to Jayne Hawtin.</p>

- Bins Short Lane & Whiston Rd chased – reply received re Whiston Rd bin 16.12.18
- NCC emailed re right of Way Station Rd – York Avenue – Steve Fowler emailed, chasing.
- NCALC requested to continue as DPO at cost of £10 per annum.
- Insurance Cover increased for New war memorial plaque, increase premium by £14.73

191. **Police Matters.**



Twitter mentions;

None

Crime Statistics October see www.police.co.uk 7 crimes

Location	Crime	Current status
Crime on or near Station Road	Burglary (1) Includes offences where a person enters a house or other building with the intention of stealing	Investigation complete; no suspect identified
Crime on or near Bryer Hill Furlong	Violence and sexual offences (1) Includes offences against the person such as common assaults, Grievous Bodily Harm and sexual offences	Unable to prosecute suspect
Crime on or near Station Road	Criminal damage and arson (1) Includes damage to buildings and vehicles and deliberate damage by fire	Under investigation
Crime on or near Victoria Road	Violence and sexual offences (1) Includes offences against the person such as common assaults, Grievous Bodily Harm and sexual offences	Unable to prosecute suspect
Crime on or near Manor Farm Court	Other theft (1) Includes theft by an employee, blackmail and making off without payment Robbery (2) Includes offences where a person uses force or threat of force to steal	Under investigation Under investigation

192. To receive **reports from County & District Councillors**

193. Chairman's Report including

-Request from Heritage Society for secure, temperature controlled proper storage area that will not be affected by damp and the variations of winter and summer temperatures at the Village hall.

194. Development & Planning

194.1 Applications Received

Application No. **S/2018/2823/TPO**
Proposal Works to TPO tree 02/1987 - T1 (Sycamore) - Fell
Location 42 York Avenue Cogenhoe NN7 1NB

Application No. **S/2018/2787/FUL**
Proposal Single storey extension to accommodate pre-school.
Location Cogenhoe And Whiston Village Hall Committee Cogenhoe And Whiston Village Hall York Avenue Cogenhoe NN7 1NB

194.2 Decision Received –

S/2018/2355/FUL 127 Station Rd, Cogenhoe – demolish existing conservatory & proposed single storey rear extension – APPROVED

S/2018/1466/MAF 35 Station Rd Cogenhoe – demolition of existing car workshop & erection of 10 dwellings – REFUSED

Insecure site reported to SNC again

194.3 Other planning matters

S/2018/2605/MAF Cogenhoe Mill – Variation of condition 1

Extension to comments required by date agreed as requested by residents to 11.1.19

Erection of flagpole at 26 The Piece raised with enforcement to check need for planning consent

195. Financial matters

195.1 Income

Salix Loan for lights £12,357.79

195.2 Expenditure

TFR VH Loan £3000 (November)

Date	Chq No	Payee	Details	Amount	VAT	Payable under power
5.12.18	271407473	BACS	NCALC	£49.00		LGA 1972, s.111
5.12.18		BACS	Aylesbury Mains	£13,494.00	£2,249.00	Highways Act 1980 s301
31.12.18	687377184	BACS	J Biggs	£32.50		Open Spaces Act 1906 ss 9 & 10
14.1.19	272547559	BACS	VHMC	£43.50		War Memorials Act 1923, s.1
14.1.19	100720631	BACS	Harvest print media	£47.00		LGA 1972, s.111
14.1.19	583689893	BACS	Wellingborough Norse	£403.20	£67.20	Open Spaces Act 1906 ss 9 & 10
14.1.19	693747592	BACS	2 Commune	£510.00	£85.00	LGA 1972, s.111
14.1.19	682229770	BACS	D Rush	£602.73		LGA 1972, s.112
14.1.19		300011	HMRC	£161.29		LGA 1972, s.112
14.1.19		DDR	Total Gas & power	£361.06	£60.18	Highways Act 1980 s301

The balance in the Unity Current Account stands at £ £3,363.42 (assuming all cheques presented).

***Where payment is made under Section 137 of the Local Government Act 1972 the Council is satisfied that the benefit is commensurate with the amount.**

195.3 To **approve** bank reconciliation (appendix 1)

195.4 **Village Hopper**

Income

w/c 19.11.18 £ 391.90
w/c 26.11.18 £ 463.20
w/c 3.12.18 £ 326.95
NCC £2,321.59
w/c 10.12.18 £ 383.00
VAT refund £ 556.65
£ 4443.29

195.5

Expenditure

Village Hopper		10.1.19					
Date		Chq No	Payee	Details	Amount	VAT	Payable under power
22.12.18		STO	Tixiom	Ticket Machine	£48.00	£8.00	Localism Act 2011 ss1-8
25.12.18		DDR	Arval	rental	£2,472.36	£412.05	Localism Act 2011 ss1-8
31.12.18	249006677	BACS	D Rush	Admin Nov	£97.50		Localism Act 2011 ss1-8
31.12.18	11955297	BACS	D J Richardson	Wages Dec	£220.68		Localism Act 2011 ss1-8
31.12.18	990545590	BACS	A P Richardson	Wages Dec	£1,390.90		Localism Act 2011 ss1-8
31.12.18	831549507	BACS	P Hoy	Wages Dec	£384.28		Localism Act 2011 ss1-8
			300008 HMRC	Dec month 9	£1,377.97		Localism Act 2011 ss1-8
1.1.19		DDR	Premium credit	insurance	£121.27		Localism Act 2011 ss1-8

The balance in the Current Account stands at £1,274.77

(assuming all cheques presented).

195.6 To **approve** bank reconciliation (appendix 2)

195.7 **Budget 2019/20**

-To approve budget as circulated (appendix 3)

-Tax base increased from 572.9 to 578.1

- Parish Mowing 2019 email received 10.12.18 – no reduction in grant for 2019/20

195.8 **S137 Grant application received**

Cogenhoe Sports & Social Bowls Club - £12,300 2 x lawn mowers

196. To receive **update** from Cllr Cunnington re **website**.

-To receive usage figures for December.

197. **Street light upgrade**

-Lamp Mill Lane now replaced

198. **Village Hopper Bus service**

- Bus shelter – request for licence submitted to NCC

- Confirmation received re North Gate bay allocations (Bay 14)

-New driver now employed

199. **Whiston Phone Box**

-To consider repainting / usage

One name received re painting, contacted, quote awaited

200. **Policy Review**

-To review policies as circulated by email on 7.11.18

Policy review	Read	Review
Complaints / comments	Jon	Elizabeth
Data protection / info security	Roger	Jez
Disciplinary	Jim	Iris
Equal Opps	Tessa	Jean
Grants	Albert	Gee
Grievance	Elizabeth	Roger
Internet use & email	Jez	Jon
Health & safety	Iris	Malcolm
Members allowance	Jean	Jim
Press & media	Gee	Albert

To adopt new policies;

-Disclosure & Barring service (DBS) checking policy

-Recruitment of Ex-offenders policy

201. **Grass contract**

- Notice given to Mowerman

-Meeting held with Wellingborough Norse

-Quote requested

-Invoice issued to NCC for grass cutting grant 2018 £765.59

-Confirmation received will still pay for 2019/20

202. School tree planting

-Update Cllr Cunnington

203. Notice of impending removal from Register of Asset of Community Value (6.1.19)

The Royal Oak, Whiston Rd, Cogenhoe

-To consider re-registering property

204. Letter from St Peter's re damaged fence posts 18.12.18

205. Correspondence Issued (as listed matters arising)

206. Correspondence Received (in addition to listed above)

Letter 5.12.18 North Oxon & South Northants CAB

Email 8.12.18 FOI request Village Hopper

Email 30.11.18 *eUpdate* from Northants CALC (forwarded 3.12.18)

Email 13.12.18 Northamptonshire County Council's 2019-20 Budget Consultation response
Required by 23.1.19 (forwarded 18.12.18)

Email 13.12.18 Consultation on the proposed change to the provision of Northamptonshire
Libraries and Information Services response required 8.2.19 (forwarded 18.12.18)

Email 14.12.18 SNC - Confirmation of delay of elections from 2019 to 2020

Email 14.12.18 *Mini eUpdate* from Northants CALC (forwarded 18.12.18)

Email 17.12.18 SNC - South Northants Wellbeing Activity Map - now live! (Cogenhoe list
submitted 18.12.18)

Email 20.12.18 Northamptonshire Highways re closure of public bridleway TC13 & public
footpaths KF4(part) & public bridleways KF19 & KF20 (copied to footpath warden).

Email 21.12.18 Defib activated – checked and put back into action (not actually used).

207. Information for the Chairman (no legal decision can be made on this information)

208. Meeting Closed & date of Next Meeting

Thursday 10th January 2019, St Peter's Centre, Cogenhoe - 7.30pm

Deborah Rush

Parish Clerk 28.12.18

Appendix 1

Cogenhoe & Whiston PC		10.1.19		
Bank Reconciliation				
Total receipts		£39,144.42		
less				
Total payments		£46,786.62		-£ 7,642.20
Plus opening balances				£ 39,021.19
				£ 31,378.99
Bank accounts				
Current AC				£ 3,121.35
plus				
Business Prem AC				£ 28,015.57
Plus credits not yet showing				
				£ 31,136.92
Less unrepresented cheques				
DDR	ICO	subscription	£40.00	
300011	HMRC	PAYE	£161.29	
BACS	J Biggs	PP Fencing	£32.50	
BACS	VHMC	memorial gro	£43.50	
BACS	Harvest print med	Remembranc	£47.00	
BACS	Wellingborough N	Dog Bins	£403.20	
BACS	2 Commune	Website	£510.00	
BACS	D Rush	Salary & Exp	£602.73	
DDR	Total Gas & powe	Electricity	£361.06	
TFR VH	VAT refund		£556.65	
			£2,757.93	£2,757.93
				£ 28,378.99

New Homes Bonus monies

Approved grants
 £1,000 zebra crossing (claimed)
 £1,514 Sign refurb (claimed)
 £1,500 Defib (claimed)
 £490 Bench refurb (claimed)
 £450 Artwork (claimed)
 £4,000 Bus shelter
 + year 7 allocation £3361
 £2,535 Heritage Society 9 Claimed)
 £1500 Lecturn app submitted
£ 541 Balance

(Lasting legacy monies held on behalf of village)
 £2,939.65 held in business prem ac

Community Infrastructure Monies

Allocation	1	£9,142.50
Column replacement		£1,050.00
Noticeboards		£3,021.75
Allocation	2	£ 204.00
Allocation	3	£ 601.55
Bus start-up costs		£ 600.00
Repeater speed signs		£ 742.81
Balance		£ 4,533.49

Chairman.....

IFO.....

Clerk.....

Date

Appendix 2

Cogenhoe & Whiston PC	VH		10.1.19	
Bank Reconciliation				
Total receipts		£ 18,615.66		
Total payments		£ 17,340.89	£ 1,274.77	
Plus opening balances				
Bank accounts				
Current AC			£ 4,282.49	
Plus credits not yet showing			£ 3,261.24	
			£ 7,543.73	
Less unrepresented cheques				
	300005	Tixiom	Ticket machine	£156.00
	300008	HMRC	PAYE	£1,377.97
	STO	Tixiom	Ticket Machine	£48.00
	DDR	Arval	rental	£2,472.36
	BACS	D Rush	Admin Nov	£97.50
	BACS	D J Richardson	Wages Dec	£220.68
	BACS	A P Richardson	Wages Dec	£1,390.90
	BACS	P Hoy	Wages Dec	£384.28
	DDR	Premium credit	insurance	£121.27
				£6,268.96
				£ 1,274.77

Appendix 3

	18/19 budget	EndQ4 31.3.19	%	Budget 2019/20		
		Approx				
Precept	£22,000.00	£22,000.00				
Mowing Grant	£800.00	£ 800.00				
Total	£22,800.00	£22,800.00				
Expenditure						
Amenities		£6,366.51		NIL	Any expenditure from CIL / NHB	
Village Main	£1,000.00	£860.00		£1,100.00	allow for Grit bin refill	
Grass & Bins	£4,000.00	£3,275.00		£4,000.00	Increase grass cost	
Clerks salary	£7,340.00	£7,520.00		£7,692.00	2.28% national payrise	
Clerk Exp	£730.00	£730.00		£750.00		
Audit	£200.00	£200.00		£300.00	£300 higher band	
Membership	£900.00	£823.70		£900.00	£7 increase NCALC	£10 DPO service £5 internal audit
Insurance	£1,150.00	£1,168.91		£1,250.00	increase IPT	
Council Exp	£1,500.00	£1,000.00		£1,250.00		
Training	£200.00	£110.00		£175.00		
Lights R&M	£2,000.00	£3,098.60		£500.00	New lights so less maintenance	
Elec costs	£3,600.00	£3,216.00		£2,000.00	10-14 % increase	decrease new lights
S137 max £8733	£3,000.00	£1,425.00		£3,000.00		
Pocket Park	£1,000.00	£350.00		£750.00		
Website	£550.00	£550.00		£575.00		
Other		£2,529.00				
				£1,000.00	Bus (may not be required if other funding comes through)	
				£500.00	LGR reform costs	
Total	£27,170.00	£33,222.72		£25,742.00		
				£2,471.40	Loan repayments from reserves	
				£28,213.40		
				£ 24,000.00	increase 9.09%	

Precept 2018/19 £22,000

Tax base 572.9

Band D tax bill £38.40

Proposed tax base 2019/20 £24,000

Tax base 578.1

Band D tax bill £41.51

% increase 8.1 % band D bill £3.11