

COGENHOE & WHISTON PARISH COUNCIL

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Minutes of the Council Meeting of Cogenhoe & Whiston Parish Council held on Monday 16th April 2018 at 7.30pm in The Village Hall, York Avenue, Cogenhoe, NN7 1NB.

251. Open forum

-No member of the press or public attended the meeting.

252. To receive and accept apologies for absence.

Apologies for absence were received and accepted from-

Cllr's Brown, Biggs & Darby

DCllr Carole Clarke also sent her apologies.

Present; Cllr Bailey (Chairman), Cllr Cunnington, Cllr Grubb, Cllr Packer, Cllr Scott, Cllr Sher, Cllr Stanton, Cllr Usher & the Clerk.

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

Cllr Packer declared an interest in item no 260.9 (she was permitted to remain in the room during its discussion).

254. To sign the minutes of the meeting held on 5th March 2018.

The **minutes** of the meeting held on 5th March 2018 were **signed**.

255. Matters arising from previous minutes (for information only)

-Street doctor updates;

28/4/17 867548	<ul style="list-style-type: none"> • Problem: Roads • Description: Potholes • Street/Town: Glebe Road,Cogenhoe And Whiston • Location: 12 Glebe Way • Details: Pothole in middle of road 	2/5/17 Works ticket has already been raised and will be completed within 4 months.. Referred to Richard Malyszewicz. 25.10.17 - Chased
885252 10/7/17	Location: WITH THE ROYAL OAK PUB BEHIND YOU, JUST BEFORE NUMBER 22 WHISTON ROAD AND LAY	10-JUL-2017 13:02 Received. 11-JUL-2017 09:34 Now Referred to Richard Malyszewicz. 12-JUL-2017 13:08 Works ticket has

	<p>BY ENTRANCE, ON GRASS VERGE ON THE RIGHT. (WHISTON ROAD,COGENHOE AND WHISTON)</p> <p>Topic: Sign</p> <p>Description: The Direction Sign for Cogenhoe Mill has been badly damaged by a motorcyclist and is detached from one side causing it to hang down, making its visibility from the road very difficult, if not impossible to see.</p> <p>Details: Damaged/Missing</p>	<p>been raised and will be completed within 3 months.. Referred to Richard Malyszewicz.</p>
15.12.17 910473	<p>Problem: Roads Description: Potholes Street/Town: Church Street,Cogenhoe And Whiston Location: outside 46 Church street, cogenhoe Details: pothole that has been there for sometime but that is getting bigger.</p>	18.12.17 Works ticket has been raised and will be completed within 4 months.. Referred to Richard Malyszewicz.
15.12.17 910473	<p>Problem: Roads</p> <p>Description: Potholes</p> <p>Street/Town: Church Street,Cogenhoe And Whiston</p> <p>Location: outside 46 Church street, cogenhoe</p> <p>Details: pothole that has been there for sometime but that is getting bigger.</p>	18.12.17 Works ticket has been raised and will be completed within 4 months.. Referred to Richard Malyszewicz.
4.1.18 912204	<p>Problem: Sign</p> <p>Description: Damaged/Missing</p> <p>Street/Town: Corn Kiln Close,Cogenhoe And Whiston</p> <p>Location: entrance to Corn Kiln Close, Cogenhoe</p> <p>Details: street name sign is damaged.</p>	8.1.18 Outside NCC Control - street name signs are the responsibility of borough/district councils. I have reported this to SNC using ref: FS-Case-65093509. Referred to South Northants Council. Now Referred to South Northants Council.
15.2.18 927090	<p>Problem: Roads</p> <p>Description: Potholes</p> <p>Street/Town: Glebe Road,Cogenhoe And Whiston</p> <p>Location: outside 2 Glebe Road</p> <p>Details: deep pothole</p>	19.2.18 Site has been visited and currently the defect doesn't meet ncc intervention level, location will be monitored through highway safety inspections.. Referred to Richard Malyszewicz
3.4.18 934028	<p>Problem: Roads</p>	9.4.18 Site has been visited and currently the

	<p>Description: Potholes</p> <p>Street/Town: Bramley Close, Cogenhoe And Whiston</p> <p>Location: outside 1 Bramley Close, Cogenhoe</p> <p>Details: large pothole, increased in size following bad weather</p>	<p>defect doesn't meet ncc intervention level, location will be monitored through highway safety inspections.. Referred to Richard Malyszewicz.</p>
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Matters arising –

-Footpath from Church Street to The Piece, work now completed.
The councillors agreed this looked much better.

256. Police Matters.



Towcester Police Team (@TowcesterNPT)

20/03/2018, 09:04

CHADSTONE Theft of Anvil crime ref 18000125236. Sent by Northants Police; via Neighbourhood Alert: mymsg.eu/4j62 pic.twitter.com/KHAXjMtlcw

Crime Statistics February 2018- 8 Crimes

Crime on or near Parking area – **Whiston Rd**

Burglary (1)

Includes offences where a person enters a house or other building with the intention of stealing

Investigation complete; no suspect identified

Other theft (1)

Includes theft by an employee, blackmail and making off without payment

Investigation complete; no suspect identified

Crime on or near **Orchard Way**

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**

Violence and sexual offences (1)

Unable to prosecute suspect

Crime on or near **Victoria Road**

Vehicle crime (1)

Investigation complete; no suspect identified

Crime on or near **Nene Rise**

Includes theft by an employee, blackmail and making off without payment

Other theft (1)

Investigation complete; no suspect identified

Crime on or near **Station Road**

2 crimes were reported here in February 2018.

Anti-social behaviour (1)

Includes personal, environmental and nuisance anti-social behaviour

Details, case timelines and current statuses are not provided for anti-social behaviour

Other theft (1)

Under investigation

256.1 Graffiti on path Church Street to The Piece.

It was **reported** that there had also been some further graffiti on the path from The Piece to Church Street, this had been reported to the Police and residents are urged to report any information about the perpetrator(s) to the police. The Neighborhood Watch Coordinator, Lawrence Howes was thanked for his help with this ongoing anti-social behavior problem.

-To consider suggestion that shrubs are planted (Cllr Cunnington).

It was **agreed** that some more planting might discourage this problem; It was **agreed** that the clerk to speak to current planting contractor re this. Action Clerk

-Request from NHW coordinator that letter sent to residents re covering graffiti.

It was **agreed** that a letter be sent to the owners of the garage where the graffiti is, asking them to paint over it ASAP. Action Clerk

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

-CCllr Michael Clarke reported that following the recent government inspection and recommendations, the Council is now working towards possibly 2 unitary authorities with South Northants potentially joining Northampton Borough & Daventry to form one new unitary authority. However, other possibilities are still being considered. He also reported that the council's new building, One Angel Square had been sold at a profit of £11m, the borrowing that funded the construction did not have to be repaid at this stage, so finances would be eased by £64m which would help support services. He also reported that consideration is being given to providing some sort of bus service that links with the current Centre bus service that transports children from Gt Houghton to the school in Little Houghton, this would still require subsidy support, and was in the early stages of discussion.

He was asked if he had an idea as to what the timetable might look like for this service? He said he did not but hoped to have some further information in the next few days.

-Cllr Bailey asked if the Parish Council should continue to explore other options, such as re-routing the No 41 service or a chargeable mini-bus service?

CCllr Clarke thought other options should be explored, and it was agreed that the Clerk would do some further investigations into this. Action Clerk

-DCllr Steven Hollowell reported that everyone at South Northants Council is currently focused on what unitary might mean, especially taking into consideration the joint working that they have with Cherwell District Council which is across the border in Oxfordshire. He said that the leaders of the County Council, the borough and district councils were meeting weekly to try to find a way forward and to make a proposal to the government inspectors which needs to be in place by 27/7/18.

258. Chairman's Report

-Including update from meeting with Police & Crime Commissioner 16/3/18

The Chairman reported that he, Cllr Brown & Lawrence Howes (NHW coordinator) had attended this and had been impressed with the P&CC enthusiasm and knowledge. He had delivered a presentation about policing in Northamptonshire which gave some explanation as to why visibility might be perceived as poor. He also addressed some recent difficulties encountered by residents, which had been the reason for the visit. A summary of the meeting will be presented at the Annual Parish Meeting on 21/5/18.

The Chairman also most sincerely thanked the Neighbourhood Watch volunteers for their recent litter picking, everyone agreed the village looked much better for it and their efforts were very much appreciated.

Comment was also made about the excellent NHW flyers that have also been distributed.

-Arrangements for Annual Parish Meeting

The Chairman confirmed that invitations had been sent to the village organisations and residents.

259. Development & Planning

259.1 Applications Received – due to timings of following applications, delegated powers were used.

Variation of Conditions 2 (Scope of Permission), 18 (Landscape and Habitat Management), 20 (Habitat Management Plan), 23 (Materials) and 24 (Lighting) of planning consent ref.

16/00064/MINVOC to amend the approved plans to reflect the marina site layout as constructed

LOCATION: White Mills Marina, 344 Grendon Road, Earls Barton, Northampton, Northamptonshire

-No objections

S/2018/0505/FUL 18 St Peter's Way, Cogenhoe – single story extension

-No Objections

S/2018/0529/FUL 140 Station Rd, Cogenhoe – single storey rear extension

-No objections

259.2 Applications determined - NOTED

S/2018/0035/FUL 8 Bramley Close, Cogenhoe – single storey extension, changes to fenestration – PERMITTED

S/2018/0034/FUL 123 Station Rd, Cogenhoe – single storey rear extension – PERMITTED

S/2018/0152/LBC Place House, Whiston – new porch – REFUSED

S/2017/2650/NA land to east of Great Billing WRC, neighbouring authority consultation –
OBSERVATIONS MADE

260. Financial matters

260.1 Income Received – interest £17.47

260.2 Expenditure

Date	Chq No	Payee	Details	Amount	VAT	Payable under power
23.3.18	DDR	Total gas & electricity	Electricity	£419.19	£69.87	Highways Act 1980 s301
23.3.18	101965	Aylesbury mains	Light repairs	£218.16	£36.36	Highways Act 1980 s301
23.3.18	101966	HMRC	PAYE	£2.40		LGA 1972, s.112
16.4.18	101967	D Rush Sal & exp March	Salary & exp	£628.68		LGA 1972, s.112
16.4.18	101968	Aylesbury mains	Light repairs	£252.96	£42.16	Highways Act 1980 s301
16.4.18	101969	EON	Replacement column connection	£478.80	£79.80	Highways Act 1980 s301
16.4.18	101970	Castle Ashby Trust	Pocket park rent	£60.00	£10.00	PH Act 1875, s.164
16.4.18	101971	J Bailey	Xmas tree star	£29.99		LGA 1972, s.111
16.4.18	101972	NCALC	Training	£24.50		LGA 1972, s.111
16.4.18	101973	AH Contracts	Dog bin emptying	£152.45	£25.41	Open Spaces Act 1906 ss 9 & 10

The balance in the Current Account stands at £2,333.54 (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.**

- It was **proposed** and **resolved** that all **invoices** as listed should be **paid**. **Action Clerk**

260.3 To **approve** bank reconciliation (see appendix 1)

- It was **proposed** and **resolved** that this be **approved**.

260.4 To **approve** spending against budget figures end Q4.

- It was **proposed** and **resolved** that this be **approved**.

260.5 To **approve** review of asset register

- It was **proposed** and **resolved** that this be **approved**.

260.6 Audit pack & various updates received 28.3.18, PFK Littlejohn - NOTED

260.7 Notification S137 expenditure limit for 2018-19, £7.86 per electoral member - NOTED

260.8 Notification received, South Northants Council of New Homes Bonus Community Grant Allocations year 8 of £2925. - NOTED

260.9 To **consider** s137 grant application Cogenhoe Sea Scouts, £950 for new external doors on scout hut. (accounts requested).

It was **agreed** that further clarification was needed re levels of current reserves. Clerk to contact.

Action Clerk

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

-To receive usage figures for March

-Cllr Cunnington **reported** that there had been 1310 visits to the website in March, the busiest month to date.

262. Village noticeboards

-update from Clerk re costings for board for Village hall & replacement board Glebe Way

It was **proposed** and **resolved** that the quote from Greenbarnes for 2 new boards at a cost of £2787.65 + VAT be accepted. (With gold lettering). These will be financed from the Community Infrastructure monies. The boards will be delivered to Cllr Scott until installation can be organised. Cllr Scott will also organise a quote for the fitting costs. Action Clerk & Cllr Scott

263. Streetlights

-application forms now received from Salix Finance for streetlight replacement program.

The Clerk **reported** that she now has the forms for completion, and these will be completed ASAP. Action Clerk

-Broken streetlight, Church Street / Mill Lane, damaged by caravan travelling down road. 7.3.18

-Email received resident 1.4.18 re same light.

-The Clerk **reported** that a lamp had been smashed by a caravan being transported to The Mill on 7.3.18. Emergency repairs had been authorised under section 4.1 of the Financial Regulations. The cost of the replacement light had been £378 + VAT and it was **agreed** that this should be recovered from The Mill. Action Clerk

264. Battles Over commemoration

-update Cllr's Packer & Sher re living memorial idea.

-Cllr Sher **reported** that progress was being made with the living memorial, she was going to speak to someone about a stone, but particularly liked the design of the one in Whiston. Quotes had been obtained for an oak tree. There was some discussion about the date for the unveiling, it was generally thought it should coincide with the Battle's Over Commemorations when a beacon will be lit, and the church bells rung throughout the country. Cllr Cunnington is going to speak to the School about involvement with this. Action Cllrs Cunnington & Sher

-Cllr Grubb **reported** that there is a shortage of bell ringers and to encourage new people to join there is a training session taking place every Monday in Church.

-email sent to war memorial company re possibility of relocation of memorial / make free-standing (9.2.18), response awaited. No response to date, Clerk to chase. Action Clerk

-update Clerk on costs of beacon for celebrations

-The Clerk **advised** that there are 2 options for beacons, a one-use disposable version costing approx. £400 or a permanent one on a post costing approx. £4,000. It was agreed that the Clerk speak to local ironmongers to see if the cost could be reduced. Action Clerk

265. **Emergency Plan**

-Plan circulated by email – to **approve** updated plan. As a couple of phone numbers still need updating it was **agreed** that this be C/F to the next meeting.

C/F

266. **Village planters**

-To consider quote for planting 2018-19

-The clerk **advised** that the existing contractor (whose work the council is happy with) had submitted a quote for £575 to plant the village planters for the year, an increase of £11. It was **proposed** and **resolved** that this be accepted.

Action Clerk

267. **Dog waste bins**

-Letter received AH Contracts terminating contract wef 8.4.18

-Update from Clerk on alternative contractors.

-The Clerk **advised** that the existing contractor had terminated his contract at very short notice. 2 further quotes for the contract had been obtained, both with an increase of 50p per bin, per week (8 bins).

It was **proposed** and **resolved** that Wellingborough Norse be appointed as the new contractor.

Action Clerk

268. **Grit bins**

-To consider installing bin on lay-by Whiston Rd following recent bad weather.

It was **agreed** that the Clerk request this from Highways.

Action Clerk

269. **GDPR**

-Update from Clerk on course attended 27.3.18

The Clerk **reported** that she had attended this, and the required actions would now be completed with Cllr Cunnington's help.

Action Clerk & Cllr Cunnington

270. **Correspondence Issued**

Letter 6.3.18 Resident re overhanging bough footpath, The Piece to Church Street

-As no action had been forthcoming a chasing letter would be sent.

Action Clerk

271. **Correspondence Received (in addition to listed above)**

Email 27.3.18 The Keep Safe Scheme, event 18.4.18, 2-4pm (circulated 28.3.18)

Cllr Packer place booked. - NOTED

Email 28.3.18 Came & Company Spring Matters (forwarded 5.4.18) - NOTED

Email 29.3.18 NCALC update (forwarded 3.4.18) - NOTED

Email 29.3.18 Consultation on the provision and delivery of Universal Children's Services and de-designation of Children Centres in Northamptonshire 2018 (forwarded 3.4.18 & to residents) response required by 15.6.18

It was **agreed** that no response was required from the Parish Council to this consultation.

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

None

273. Meeting Closed & date of Next Meeting

-There being no further business the meeting closed at 9pm

Date of next meeting

Wednesday 9th May 2018, 6.30pm –Annual Council Meeting, Cogenhoe & Whiston Village hall.

Monday 21st May 2018, 7.30pm - Annual Parish Meeting



Deborah Rush Parish Clerk 17.4.18

Appendix 1

Cogenhoe & Whiston PC		31.3.18		
Bank Reconciliation				
Total receipts		£37,200.15		
less				
Total payments		£27,677.51		£9,522.64
Plus opening balances				£29,498.55
				£39,021.19
Bank accounts				
Current AC		£4,049.80		
plus				
Business Prem AC		£35,060.67		£39,110.47
Plus credits not yet showing				
				£39,110.47
Less unrepresented cheques				
101963	Physio control	Defib pads	£89.28	£89.28
				£39,021.19

Appendix 2

Cogenhoe & Whiston Parish Council Spending against budget end Q4 31.3.18

	17/18 budget	End Q1 30.6.17	%	End Q2 30.9.17	%	End Q3 31.12.17	%	EndQ4 31.3.18	%
Precept	£22,000.00	£11,000.00	50%	£11,000.00	50%	£22,000.00	100%	£22,000.00	100.00%
Mowing Grant	£800.00							£ 765.59	95.70%
Total	£22,700.00	£11,000.00	48%	£11,000.00	48%	£22,000.00	96.92%	£22,765.59	99.71%
Expenditure									
Amenities						£140.00		£140.00	
Village Main	£650.00	£564.00	86.77%	£564.00	86.77%	£564.00	86.77%	£564.00	86.77%
Grass & Bins	£3,500.00	£937.88	26.80%	£1,691.96	48.34%	£2,886.60	82.47%	£3,476.52	99.33%
Clerks salary	£7,125.00	£1,780.74	24.99%	£2,967.90	41.65%	£4,748.64	66.65%	£6,529.78	91.65%
Clerk Exp	£375.00	£134.78	35.94%	£235.68	62.85%	£443.74	118.33%	£546.56	145.75%
Audit	£200.00	NIL		£200.00	100.00%	£200.00	100.00%	£200.00	100%
Membership	£850.00	£817.49	96.18%	£817.49	96.18%	£817.49	96.18%	£905.99	106.59%
Insurance	£1,100.00	£1,132.50	102.95%	£1,132.50	103%	£1,132.50	103.00%	£1,132.50	102.95%
Council Exp	£500.00	£142.68	29%	£736.72	147.34%	£908.72	181.74%	£1,428.39	285.68%
Training	£200.00	£39.00	19.50%	£39.00	19.50%	£117.00	58.50%	£117.00	58.50%
Lights R&M	£2,000.00	£497.20	24.86%	£663.60	33.18%	£1,488.30	74.42%	£2,890.00	144.50%
Elec costs	£3,415.00	£590.43	17.29%	£1,305.87	38.24%	£2,264.01	66.30%	£3,744.89	109.66%
S137 max £8733	£3,000.00	£209.69	6.99%	£209.69	6.99%	£309.69	10.32%	£309.69	10.32%
Pocket Park	£1,000.00	£50.00	5%	£286.93	28.69%	£286.93	28.69%	£286.93	29%
Website	£400.00	NIL		NIL		NIL		£575.00	143.75%
Total	£24,315.00	£6,896.39	28.36%	£10,851.34	44.63%	£16,307.62	67.07%	£22,847.25	93.96%