

# COGENHOE & WHISTON PARISH COUNCIL

Clerk: Deborah Rush  
07512 045418

Email; [clerk@cogenhoeandwhiston-pc.gov.uk](mailto:clerk@cogenhoeandwhiston-pc.gov.uk)

[www.cogenhoeandwhiston-pc.gov.uk](http://www.cogenhoeandwhiston-pc.gov.uk)

**In accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) (Amendment) Regulations 2020, this meeting will be held by video conference call.**

**Minutes of the Meeting of Cogenhoe & Whiston Parish Council- Village Hall Committee held on Wednesday 17<sup>th</sup> February 2021, 7.30pm by video conference call.**

<b>64</b>	<p><b>Open forum</b> No members of the press or public attended the meeting.</p>	
<b>65</b>	<p><b>To receive and accept apologies for absence.</b> <b>Present;</b> Cllr J Bailey, JB (Chairman), Tessa Bailey, TB (Women’s Institute), Cllr Tessa Darby, TD, Cllr Jean Grubb, JG, John Grubb, JoG (Heritage Society), Maurice Jaynoy, MJ (Cogenhoe Football Club), Elizabeth Packer, EP (Ladies fellowship), Cllr Malcolm Scott, MS, James Howes, JH (Cogenhoe Pre-School) &amp; Gareth Goddard, GG (Cogenhoe Cricket Club).  Josh Wynne JW (Delapre FC), did not attend.</p>	
<b>66</b>	<p><b>To receive any declarations of disclosable pecuniary or non-statutory disclosable interests</b> for items on the agenda.  None</p>	
<b>67</b>	<p><b>To sign the minutes of the meeting held on 20<sup>th</sup> January 2021.</b>  The <b>minutes</b> of the meeting held on 20<sup>th</sup> January 2021 were <b>signed</b>.</p>	
<b>68</b>	<p><b>Matters arising from previous minutes (for information only)</b> Cricket Club contacted re member being co-opted to committee, Gareth Goddard will be representative – NOTED.  GG was welcomed to the meeting.  JoG to redirect old website – JoG <b>advised</b> that this had been redirected to the Parish Council website and the subscription will expire at the end of March 2021.  JB contacting Pre-School re representative.  JH was welcomed to the meeting as the pre-school representative.</p>	

<p><b>69</b> <b>69.1</b></p>	<p><b>Finances</b> Income £18.95 from Vhopper (Espo order)</p>																																																																																	
<p><b>69.2</b></p>	<p><b>Expenditure</b></p> <table border="1" data-bbox="204 360 1279 573"> <thead> <tr> <th>Village Hall</th> <th>17.2.21</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> </tr> <tr> <th>Date</th> <th>Chq No</th> <th>Payee</th> <th>Details</th> <th>Amount</th> <th>VAT</th> <th>Payable under power</th> <th></th> </tr> </thead> <tbody> <tr> <td>14.1.21</td> <td>619953790</td> <td>K B Cox</td> <td>Plans</td> <td>£400.00</td> <td></td> <td>Localism Act 2011 ss1-8</td> <td></td> </tr> <tr> <td>26.1.21</td> <td>DDR</td> <td>Everflow</td> <td>water</td> <td>£48.54</td> <td></td> <td>Localism Act 2011 ss1-8</td> <td></td> </tr> <tr> <td>1.2.21</td> <td>DDR</td> <td>British Telecom</td> <td>Phone</td> <td>£12.00</td> <td></td> <td>Localism Act 2011 ss1-8</td> <td></td> </tr> <tr> <td>3.2.21</td> <td>844015792</td> <td>ESPO</td> <td>Supplies</td> <td>£59.70</td> <td>£9.95</td> <td>Localism Act 2011 ss1-8</td> <td></td> </tr> <tr> <td>12.2.21</td> <td>DDR</td> <td>D-Energi</td> <td>Electricity</td> <td>£734.51</td> <td>£122.42</td> <td>Localism Act 2011 ss1-8</td> <td></td> </tr> <tr> <td>18.2.21</td> <td>TFR</td> <td>PC</td> <td>Credit card</td> <td>£63.41</td> <td>10.58</td> <td>Localism Act 2011 ss1-8</td> <td></td> </tr> <tr> <td>26.2.21</td> <td>119698224</td> <td></td> <td>Wages</td> <td>£86.83</td> <td></td> <td>Localism Act 2011 ss1-8</td> <td></td> </tr> <tr> <td>26.2.21</td> <td>640292342</td> <td></td> <td>Wages</td> <td>£172.12</td> <td></td> <td>Localism Act 2011 ss1-8</td> <td></td> </tr> </tbody> </table> <p>The balance in the current account stands at £9,727.50 when all invoices have been paid. Balance in Business premium account £30,000 It was <b>proposed</b> and <b>resolved</b> that all invoices as listed should be paid.</p> <p>TD requested that more detail be provided re credit card expenditure (this is checked and reconciled by the Parish Council’s internal control councillor). EP requested clarification on the BT cost, Clerk to check. *Accounts checked payment made 31.12.21, 15th Sept – 14th Dec, payment made 1.2.21, 15th Dec – 14th Mar.</p>	Village Hall	17.2.21							Date	Chq No	Payee	Details	Amount	VAT	Payable under power		14.1.21	619953790	K B Cox	Plans	£400.00		Localism Act 2011 ss1-8		26.1.21	DDR	Everflow	water	£48.54		Localism Act 2011 ss1-8		1.2.21	DDR	British Telecom	Phone	£12.00		Localism Act 2011 ss1-8		3.2.21	844015792	ESPO	Supplies	£59.70	£9.95	Localism Act 2011 ss1-8		12.2.21	DDR	D-Energi	Electricity	£734.51	£122.42	Localism Act 2011 ss1-8		18.2.21	TFR	PC	Credit card	£63.41	10.58	Localism Act 2011 ss1-8		26.2.21	119698224		Wages	£86.83		Localism Act 2011 ss1-8		26.2.21	640292342		Wages	£172.12		Localism Act 2011 ss1-8		<p>Action Clerk</p> <p>Action Clerk</p>
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<p><b>69.3</b></p>	<p><b>Bank reconciliation</b></p> <p>To <b>approve</b> bank reconciliation (checked by Parish Council internal control councillor) (Appendix 1) It was <b>proposed</b> and <b>resolved</b> that this be <b>approved</b>.</p>																																																																																	
<p><b>69.4</b></p>	<p>Barclays business premium account has not been closed credit balance of 26p. The Clerk advised that this account has not been closed; EP <b>agreed</b> to write to them (will need MJ’s signature also).</p>	<p>Action EP</p>																																																																																
<p><b>70</b></p>	<p><b>Cricket Club use of playing field.</b></p> <p>-ECB Grant now approved - NOTED -Order placed for wicket, installation put off due to weather / wetness of playing field.</p> <p>JB <b>advised</b> that he would be meeting Total play on Monday to take a look at the state of the field.</p> <p>-Details of goal posts provided by MJ forwarded to JW for opinion JW had confirmed that the specification looked suitable, Clerk to obtain 2 further quotes. JB confirmed that the repositioned football pitch was being marked on Saturday with help from JW &amp; MJ.</p> <p>-Update on training dates for youth teams – Gareth GG thanked the Committee for everything that is being done to help &amp; support the move.</p>	<p>Action Clerk</p>																																																																																

	<p>He advised that subject to booking availability &amp; Covid restrictions the following fixtures / training sessions would take place.</p> <p>Adults Saturdays 1/5/21 – 28/8/21</p> <p>Youth under 17's Thursdays</p> <p>All Stars &amp; under 9's Tuesdays 6.30-7.30pm</p> <p>Although it is not thought that Fly-ball dogs will be returning it was agreed that the Clerk would contact them to advise that the field will be unavailable for hire.</p> <p>JH offered to advertise the All Stars via the pre-school.</p>	<p>Action Clerk</p>
71	<p><b>Village Hall Re-Development</b></p> <p>- Tender posted in accordance with PC Financial regulations as cost will be £25k+ Closing date 12<sup>th</sup> March 2021 5pm.</p> <p><a href="https://www.contractsfinder.service.gov.uk/Notice/503ab438-bcb9-4c00-be79-b79ec22931b0">https://www.contractsfinder.service.gov.uk/Notice/503ab438-bcb9-4c00-be79-b79ec22931b0</a></p> <p>10 enquiries to date, 1 visit completed, 3 further booked.</p> <p>-Certificate of lawfulness applied for at cost of £58.50</p>	
72	<p><b>Play Area</b></p> <p>Full council approval for swings &amp; thermoplastic track at cost of £6382.23 + VAT NOTED – order to be placed. Once the football pitch has been marked, the boundary of the cricket field needs checking for positioning of the swings.</p> <p>Cost for benches requested from Kompan.</p> <p>The Clerk <b>advised</b> that a quote of £671.41 + VAT had been received; this will be taken to full council for approval.</p> <p>SNC reply re Dog Control Order, being replaced with Public Space protection orders but no one to complete the work so won't happen before moving to Unitary.</p> <p>NOTED C/F</p>	<p>Action JB</p> <p>Action Clerk</p>
73	<p><b>Hall – maintenance issues</b></p> <p>-Fault with Fire Alarm, no maintenance contract in place so called out Phoenix Fire Alarms (recommended by Tony Roberts who installed alarm). Doesn't appear to be annual system check in place as recommended by the Fire Risk Assessment?</p> <p>Panel cannot be repaired so needs replacing, quote awaited - NOTED.</p> <p>-Muddy cut through to field.</p> <p>Following some discussion, it was <b>agreed</b> that as this land belongs to Compton Estates the problem would be referred to them for advice and action.</p> <p>-Car park potholes, one quote received, others awaited.</p>	<p>Action Clerk</p>
74	<p><b>Safeguarding</b></p> <p>Update from Clerk from ACRE webinar on Safeguarding attended 26.1.21.</p>	<p>Action</p>

	The Clerk <b>advised</b> that she had attended this training and there should be a safeguarding policy in place. This will be taken to full council for approval.	Clerk
75	<b>Correspondence received.</b> None	
76	<b>Correspondence issued.</b> None	
77	<b>Information for the Chairman</b> (no legal decision can be made on this information) JH <b>reported</b> that the pre-school is doing really well, with numbers of children being the highest ever (32) from after Easter. JB advised that residents were still really enjoying the lending library. JB advised that the postman had offered to deliver VH mail to him.	
78	JB Frequency of meetings JB suggested that once the 'big projects' that were being worked on at the moment were underway meetings could be less frequent, possibly bi-monthly.  <b>Meeting closed &amp; Date of next meeting</b>  Wednesday 17 <sup>th</sup> March 2021	

*Deborah Rush*

Deborah Rush  
Parish Clerk 18.2.21

**Appendix 1**

Cogenhoe & Whiston PC		8.2.21		
Bank Reconciliation	Village Hall			
Total receipts				£48,031.07
less				
Total payments				£7,246.70
Plus opening balances				
				<b>£40,784.37</b>
Bank accounts				
Current AC				£10,759.37
plus				
Business Prem AC				£30,000.00
				£40,759.37
Plus credits not yet showing	Delapre FC		£	25.00
Less unrepresented cheques				
				<b>£40,784.37</b>