

COGENHOE & WHISTON PARISH COUNCIL

Clerk: Deborah Rush
(01933) 663918

Email; clerk@cogenhoeandwhiston-pc.gov.uk

www.cogenhoeandwhiston-pc.gov.uk

To members of the Council:

You are hereby summoned to attend a **Council Meeting** of Cogenhoe & Whiston Parish Council to be held on **Monday 17th January 2022 at Cogenhoe & Whiston Village Hall, York Avenue, Cogenhoe, Northants, NN7 1NB** 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.

The meeting will begin with a minutes' silence as a mark of respect on the sad loss of Cllr Albert Stanton

A G E N D A

1.22 Open forum

2.22 To receive and accept apologies for absence.

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

(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting during the transaction of that item of business.)

To receive requests for dispensation – requests for dispensation must be made to the Proper Officer in writing.

4.22 To **sign the minutes** of the meeting held on **6th December 2021**.

5.22 Matters arising from previous minutes (for information only)

-Street doctor updates;

<p>16.4.20 2089101</p>	<p>Footpath in very poor state of repair</p>	<p>Footpaths from shop on Station Rd to Royal Oak on Short Lane are in very poor state of repair, cracked, uneven & lots of dangerous trip hazards.</p> <p>22.4.2 Thank you for your enquiry. A works order has been raised, Due to the current crisis works will be completed when footway is accessible and cars are no longer parked on or adjacent to the defects.</p> <p>State changed to: Action scheduled</p>
<p>18.3.21 2617389</p>	<p>Road subsidence Roe Farm to Station Rd</p>	<p>18.3.21 Re-opened Some repairs have been carried out but they are very uneven, if you are a passenger in the car you are bounced around as you travel over the patched areas. there are also further areas heading towards Grendon that have the same problem that haven't been repaired.</p>
<p>5.7.21 2841584</p>	<p>61-63 Station Rd</p>	<p>Overhanging vegetation Site visit has been undertaken. A letter will be sent to the owner/occupier requesting that the vegetation is cut back within 14 days of receipt of the letter. A re-visit will be undertaken to ensure that this work has been completed.</p> <p>Thank you for your enquiry. Re-visit has been undertaken, the works have been carried out and the footway is now clear. No further action required. COMPLETED</p>
<p>18.10.21 3076213</p>	<p>Station Rd / Billing Rd junction</p>	<p>footway at the western end of Station Road on the Cogenhoe side of the junction has tree branches sticking out and also vegetation in the gutter, which means that pedestrians are walking out into the road to get by.</p> <p>27.10.21 Thank you for your enquiry, regarding overgrown vegetation on Station Road. This matter is currently under investigation. We will endeavour to respond to you within 7 working days.</p>

19.12.21	Potholes outside 23 Church street	20.12.21 This report has been assessed and a job for repair has been raised. State changed to: Action scheduled
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- Old fencing in village hall hedge near play area – To receive an update from Cllr Cunnington. Letter sent to school – no response
- Mowing of verge on Brafield Rd, where do we want to cut to? (parish boundary). Brafield PC contacted, reply awaited.
- Reply received, asking for costs, grass contractors asked to quote.
- Update Cllr Darby re tree cutting
- Licence applied for to plant bulbs around village sign

5.22 Police Matters.

Crime Stats – October & November 2021 5 crimes

Crime On or near York Avenue	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 Bryer Hill Furlong	Criminal damage and arson (1) Includes damage to buildings and vehicles and deliberate damage by fire.	Investigation complete; no suspect identified
Crime On or near The Claylands	Violence and sexual offences (1) Includes offences against the person such as common assaults, Grievous Bodily Harm and sexual offences.	Under investigation
Crime On or near Mill Lane	Violence and sexual offences (1) Includes offences against the person such as common assaults, Grievous Bodily Harm and sexual offences.	Under investigation
Crime On or near The Piece	Public order (1) Includes offences which cause fear, alarm or distress.	Under investigation



Twitter / Neighbourhood alert mentions; None

COGENHOE – Criminal Damage – 21000757552

Location: Bryer Hill Furlong

Time: Between 30/12/2021 22:00 & 31/12/2021 07:30

Christmas Tree lights pulled from a garden hedge a broken into two, lights were later found on Station Road.

Cogenhoe - Criminal Damage to Vehicle in Station Road

A report of criminal damage to a vehicle has been made in Station Road, Cogenhoe.

Unknown person/s have smashed the rear window of a vehicle that was parked on a driveway.

This happened between 11:30pm on Saturday 8th and 9:40am on Sunday 9th January 2022.

-Beat Bus visited on 5.1.22

-Email from Lawrence Howes re neighbourhood Watch Coordinator resignation, Richard Wood-Penn has taken over role.

-December newsletter from the Police, Fire and Crime Commissioner.

<https://bit.ly/337c7FI>

6.22 To receive **update** from West Northamptonshire Councillors

December newsletter

<https://bit.ly/3zzKGR1>

7.22 Chairman's Report

Development & Planning

8.22 Applications Received

Application No. **WNS/2021/0223/FUL**

Proposal Proposed two storey side extension.

Location 22 Glebe Way Cogenhoe NN7 1NS

<http://snc.planning-register.co.uk/plandisp.aspx?recno=110046>

Due to the timing of this application delegated powers were used;

No Objections

WNS/2021/2045/TPO

42 York Avenue Cogenhoe NN7 1NB

Sycamore TPO 02/1987 - Crown and reduce by 2 metres

Due to the timing of this application delegated powers were used;

‘The Parish Council is not convinced that this tree needs reducing, there have been previous applications to remove it which have been declined and unless there are proven safety issues cannot see why the tree needs reducing by 2 metres?’

WNS/2021/2198/FUL

Land at Short Lane Cogenhoe Northampton

Excavation to form wildlife pond

<http://snc.planning-register.co.uk/plandisp.aspx?recno=112612>

9.22 Applications Determined

Application No. WNS/2021/0223/FUL- **Application Permitted**

Proposal Proposed two storey side extension.

Location 22 Glebe Way Cogenhoe NN7 1NS

<http://snc.planning-register.co.uk/plandisp.aspx?recno=110046>

10.22 Other planning matters

-Complaint re removal of hedge 24 Station Rd, reported to planning enforcement for investigation ref 55840 – Reply received –

Following my visit to the site on 4 November 2021 and review of the information obtained, I can confirm that no breach of planning control has occurred. Removal of the hedgerow does not require the approval of planning permission, and correspondence with the owner has established that they are considering looking to create a new access to the highway, though are familiar with the associated requirements and shall seek approval before commencing work. As a result, no further action will be taken and the enforcement file on this case will be closed.

-Neighbourhood Plan

Details of procedure etc circulated to all councillors, 22.11.21

NCALC & consultant contacted (closed over xmas period) – replies awaited

-Request from West Northamptonshire Council to display poster consultation from 13th December 2021 to 7th February 2022 for Upper Nene Valley, Gravel Pits, Special Protection Area Mitigation Strategy – now received and paper copy in Village hall

11.22 Financial matters

11.22.1 Income Received

14.12.21		Vhall		re credit card	£	568.13
15.12.21		Vhall		re credit card	£	306.32
15.12.21		Vhall		re credit card	£	182.09
31.12.21				interest	£	1.46

11.22.2 Expenditure

Payment schedule 17.1.22						
Parish Council						
						Payable under power
1.12.21	DDR	Salix Finance	Loan repayment	£1,235.78		Localism Act 2011 ss1-8
1.12.21	DDR	Lloyds bank	credit card	£490.68	£55.37	Localism Act 2011 ss1-8
2.12.21	640801246	Stoke Lodge farm	Xmas trees	£128.00		Localism Act 2011 ss1-8
2.12.21	519212130	2Commune	webiste & domain renew	£702.00	£87.00	Localism Act 2011 ss1-8
2.12.21	300032	E Griffiths	PP verge	£130.00		Localism Act 2011 ss1-8
6.12.21	61103618	Wellingborough Norse	Grass	£266.91	£44.49	Localism Act 2011 ss1-8
10.12.21	145620994	SERVE	DBS checks	£114.00		Localism Act 2011 ss1-8
15.12.21	911103815	NBB Bin Co	fixings benches	£178.80	£29.80	Localism Act 2011 ss1-8
19.12.21	45646064	NBB Bin Co	benches	£1,824.00	£304.00	Localism Act 2011 ss1-8
24.12.21	752957652		wages	£616.19		Localism Act 2011 ss1-8
24.12.21		HMRC	PAYE	£231.38		Localism Act 2011 ss1-8
30.12.21	DDR	Total Energies	electricity	£214.35	£35.71	Localism Act 2011 ss1-8
31.12.21		Unity Bank	bank charges	£0.30		Localism Act 2011 ss1-8
31.12.21	DDR	Lloyds bank	credit card	£597.79	£79.34	Localism Act 2011 ss1-8
31.12.21		Unity Bank	bank charges	£21.90		Localism Act 2011 ss1-8
17.1.22	810191911	J memoli	clock fitting	£270.00	£45.00	Localism Act 2011 ss1-8
17.1.22		FPA Services	payroll services	£25.00		Localism Act 2011 ss1-8
17.1.22		Wellingborough Norse	Dog bins	£374.40	£62.40	Localism Act 2011 ss1-8

See Appendix 5 for credit card (Lloyds Bank) breakdown

The balance in the Current Account stands at £13,806.46 (assuming all cheques presented).
The balance in the Business premium account stands at £19,763.92

Of which

CIL monies £4692.62 (£2500 committed to Pocket Park) =£2192.62

Clock fund =£1244.65

PIP £413 Jubilee Tress £100 is earmarked.

11.22.3 Income Received – Village Hopper

2.12.21	Contactless payments	£95.83
7.12.21	Contactless payments	£99.96
9.12.21	BSOG	£1,581.60
10.12.21	Cash fares Nov	£305.43
14.12.21	Contactless payments	£141.50
14.12.21	BSOG	£878.37
23.12.21	Contactless payments	£164.11
24.12.21	WMC concessionary fares	£5,850.18
28.12.21	Contactless paymts	£67.66
29.12.21	Contactless payments	£6.49
30.12.21	Term pass Ayling	£200.00
4.1.22	Contactless payments	£30.91
		£9,422.04

11.22.4 Expenditure – Village Hopper

Vhopper	17.1.22					
21.12.21	STO		Tixiom	Ticket machine	£48.00	£8.00 Localism Act 2011 ss1-8
15.12.21		17565171		Refund ticket	£36.00	Localism Act 2011 ss1-8
23.12.21		653276064	Dept For Transport	BSOG overpayment	£21,200.00	Localism Act 2011 ss1-8
23.12.21	DDR		Nest	pension payments	£230.47	Localism Act 2011 ss1-8
24.12.21				Wages	£2,816.55	Localism Act 2011 ss1-8
			HMRC	PAYE	£692.97	Localism Act 2011 ss1-8
31.12.21			Unity	bank charges	£31.55	Localism Act 2011 ss1-8
4.1.22	DDR		Premium Credit	Insurance	£92.54	Localism Act 2011 ss1-8
17.1.22		893498757	Longmarsh	lease	£1,328.57	£221.43 Localism Act 2011 ss1-8
17.1.22			PC re credit card	masks & sanitiser	£35.93	£5.99 Localism Act 2011 ss1-8
17.1.22	TFR		PC re credit card	air freshner	£11.37	£1.89 Localism Act 2011 ss1-8
17.1.22			D Rush expenses	postage	£12.18	Localism Act 2011 ss1-8
					£26,542.12	

The balance in the Current Account stands at £37,754.05 (assuming all cheques presented).

11.22.5 To **approve** bank reconciliations for Parish Council account & Village Hopper account (all checked by ICO). Appendix 1& 2

11.22.6 To **approve** spending against budget for end Q3. Appendix 3.

11.22.7 To **approve** budget for 2022/23 (Appendix 4)

11.22.8 To **approved** precept demand for 2022/23 of £30,000

11.22.9 To **approve** virement to budget of £75 from Village Maintenance to Pocket park to pay for emergency repairs to the pond.

12.22 Village Hall & playing Fields Update

Minutes from meeting held on 15th December 2021

<https://www.cogenhoeandwhiston-pc.gov.uk/uploads/village-hall-committee-15th-december-2021-draft-minutes.pdf>

13.22 Pocket Park Committee

-Update from Cllr's Cunnington & Biggs from working party morning 9.1.22

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

-To receive usage figures for December.

15.22 Community Orchard

-Update working party

-Request for emergency repairs to pond at cost of approx.of £75 (see 11.22.9 above).

16.22 Village Hopper

- Email received from Dept of Transport advising overpayment of Covid Bus service grant of £21,200 (funds returned 21.12.21).

17.22 Community events

-Feedback from Community xmas party 22.12.21

17.22 Northants CALC Asset Mapping Project (AMP)

-To engage with the Northants CALC Asset Mapping Project (AMP) and to appoint an AMP Working Group comprising the clerk and [2] councillors.

<https://www.northantscalc.com/uploads/first-notice-to-councils-15dec21-v1.pdf>

18.22 Casual Vacancy

-Monitoring officer advised of casual vacancy, notices awaited.

19.22 Correspondence Received (in addition to listed above)

WNC Budget consultation – closes 1.2.22

<https://westnorthants.citizenspace.com/cet/budget-2022-23/>

Email 5.1.22 - NVHS

‘You will know that Nene Valley Help Scheme ceased to operate at the end of September last year. We have now received a refund from for our public liability insurers which leaves a sum of £340.15 in the NVHS bank account.

Without the generous support of your parishes over the years we would not have been able to have run such a successful and appreciated scheme. We understand that it is hoped that a new car scheme, to be run by the Denton Surgery Patient Users Group, will be set up and this scheme will cover our parishes. Therefore in accordance with the Nene Valley Help Scheme Constitution would you agree to the remaining funds being donated to the new scheme? If you are in agreement the funds will be held in the NVHS account until we receive confirmation that the new scheme is operative.’

10.1.22 Northants CALC eUpdate - Nov/Dec 2021 (forwarded 13.12.21).

Northamptonshire Highways – S136 Mowing agreement, do we want to continue for 2022?

20.22 Correspondence issued

20.12.21 Email to Cllr Grant re community grant scheme.

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

22.22 Meeting Closed & date of Next Meeting

Wednesday 19th January 2022 – Pocket Park Committee, 7.30pm

Monday 7th February 2022 – Full Council meeting



Deborah Rush

Parish Clerk 11.1.22

Appendix 1

Cogenhoe & Whiston PC		5.1.22		
Bank Reconciliation				
Total receipts			£39,324.78	
less				
Total payments			£37,266.08	
				£2,058.70
Plus opening balances				£32,179.62
				£34,238.32
Bank accounts				
Current AC				£14,914.62
plus				
Business Prem AC				£19,762.46
				£34,677.08
Plus credits not yet showing				
Less unrepresented cheques		HMRC		£438.76
				£34,238.32

Appendix 2

Cogenhoe & Whiston PC	Village Hopper	5.1.22		
Bank Reconciliation				
Total receipts			£69,807.77	
Total payments			£78,499.54	-£8,691.77
Plus opening balances				£47,833.87
				£39,142.10
Bank accounts				
Current AC				£41,190.91
Plus credits not yet showing				£81.38
Less unrepresented pymts	HMRC		£2,010.72	
	D Rush		£119.47	
			£2,130.19	£2,130.19
				£39,142.10

Appendix 3

Budget 2021-22							
	21/22 budget	End Q1 30.6.20	%	End Q2 30.9.21	%	End Q3 31.12.20	%
Income							
Precept	£30,000.00	£15,000.00	50.00%	£30,000.00	100.00%	£30,000.00	100.00%
Mowing Grant	£765.59						
Total	£30,765.59	£15,000.00	48.76%	£30,000.00	97.51%	£30,000.00	97.51%
Expenditure							
Playing Field	NIL			NIL		NIL	
Village Main	£1,000.00			£600.00	60.00%	£600.00	60.00%
Grass & Bins	£3,000.00	£859.26	28.64%	£1,838.52	61.28%	£2,595.36	86.51%
Clerks salary	£8,900.00	£2,150.08	24.16%	£4,269.27	47.97%	£6,594.08	74.09%
Clerk Exp	£750.00	£20.00	2.67%	£50.00	6.67%	£123.60	16.48%
Audit	£475.00					£600.00	126.32%
Membership	£975.00	£895.64	91.86%	£991.64	101.71%	£991.64	101.71%
Insurance	£1,200.00	£1,224.48	102.04%	£1,224.48	102.04%	£1,224.48	102.04%
Council Exp	£1,000.00	£151.61	15.16%	£664.60	66.46%	£1,234.47	123.45%
Training	£150.00						
Lights R&M	£500.00	£69.80	13.96%	£314.40	62.88%	£314.40	62.88%
Electricity costs	£1,500.00	£384.57	25.64%	£738.21	49.21%	£1,184.55	78.97%
S137 max £8733	£3,000.00			£1,000.00	33.33%	£1,000.00	33.33%
Pocket Park	£300.00	£189.85	63.28%	£189.85	63.28%	£358.85	119.62%
Website	£600.00					£585.00	97.50%
LG reform	£500.00						
Defibrillator	£150.00			£103.58	69.05%	£103.58	69.05%
Village hall development	£6,000.00	£5,000.00	83.33%	£6,000.00	100.00%	£6,000.00	100.00%
Other		£58.96				£88.74	
	£30,000.00	£11,004.25	36.68%	£17,984.55	59.95%	£23,598.75	78.66%
Loan repayment	£2,471.56	£1,235.78	50.00%	£1,235.78	50.00%	£2,471.56	100.00%
Amenities (Capital)				£1,470.00		£1,470.00	
Election costs (reserves)				£1,999.31		£1,999.31	
CIL expenditure						£1,808.60	
Total	£32,471.56	£12,240.03		£22,689.64		£31,348.22	

Appendix 4

Budget 2022/23	
Income	
Precept	£30,000.00
Mowing Grant	£765.59
Total	£30,765.59
Expenditure	
Playing Field	NIL
Village Main	£600.00
Grass & Bins	£3,500.00
Clerks salary	£10,450.00
Clerk Exp	£250.00
Audit	£600.00
Membership	£1,100.00
Insurance	£1,250.00
Council Exp	£1,000.00
Training	£150.00
Lights R&M	£750.00
Electricity costs	£2,000.00
S137 max £8733	£3,000.00
Pocket Park	£500.00
Website	£600.00
LG Reform	NIL
Defibrillator	£150.00
Village outreach activities	£3,000.00
VH development	NIL
Jubilee celebrations	£500.00
	£29,400.00
Loan repayment	£2,471.56
partly from reserves	
	£31,871.56

Appendix 5

Nov-21		PC	VAT	Hopper	VAT	Vhall	VAT	
19.10.21	Staff badges					£8.25	£1.65	727896869
22.10.21	Toilet rolls & blue rolls					£55.86	£11.17	789261284
25.10.21	Door canopy					£54.99		
28.10.21	Staff badges					£2.75	£0.55	727896869
29.10.21	toilet signs					£8.69	£1.74	727255821
29.10.21	Door signs					£23.84	£4.76	181671987
29.10.21	tap stickers					£6.99		
1.11.21	staff badges					£2.75	£0.55	727896869
1.11.21	masking tape					£3.74	£0.75	727255821
2.11.21	plastic beakers					£41.64	£8.32	264987350
2.11.21	paint brushes					£4.00	£0.80	727255821
2.11.21	Hi viz paint					£3.17	£0.64	176303806
1.11.21	Display stand					£9.57	£1.92	708876591
3.11.21	name labels stands	£22.53	£4.51					
7.11.21	map frame					£19.99	£4.00	727255821
8.11.21	storytime resources					£8.29	£1.66	150146939
8.11.21	storytime resources					£1.85	£0.37	727255821
8.11.21	storytime resources					£4.99	£1.00	LU19647148
10.11.21	xmas tree					£103.99	£4.99	650062669
11.11.21	masks & sanitiser			£29.94	£5.99			789261284
15.11.21	phone	£14.49						
17.11.21	admin fee	£3.00						
		£40.02	£4.51	£29.94	£5.99	£365.35	£44.87	£490.68

Dec-21		PC	VAT	Hopper	VAT	Vhall	VAT	
23.11.21	xmas lights					£34.99		923365036
23.11.21	pens					£2.92	£0.58	727255821
23.11.21	batteries					£13.15	£2.63	727255821
23.11.21	coffee flasks					£37.54	£7.52	LU19647148
23.11.21	shovel for grit bin					£5.82	£1.16	727255821
23.11.21	Baking trays					£8.32	£1.66	727255821
24.11.21	Kitchen knives					£9.99		
24.11.21	Kitchen utensils					£16.66	£3.33	270755591
29.11.21	xmas party					£6.61	£1.33	948093196
30.11.21	storage box					£11.66	£2.33	233378017
30.11.21	xmas party					£3.54	£0.71	260057138
30.11.21	sugar dispensers					£14.97	£3.00	362367294
30.11.21	xmas party					£8.29	£1.66	365263685
30.11.21	tea-towels					£8.32	£1.67	348842956
30.11.21	jugs					£15.39	£3.09	278968912
2.12.21	masks					£19.11	£3.84	288439939
2.12.21	rubber mat - bins					£49.84	£9.96	975319486
1.12.21	A Board					£37.29	£7.46	286704473
3.12.21	air freshner			£9.48	£1.89			286393950
4.12.21	Bulbs pocket park	£54.50						
10.12.21	Toilet cleaner					£20.00	£4.00	727255821
14.12.21	paper	£31.82	£6.36					727255821
14.12.21	commemorative supplies	£9.16	£1.83					351350921
15.12.21	xmas party					£14.96	£2.99	843016160
15.12.21	xmas party					£4.75		727255821
15.12.21	commemorative supplies	£6.66	£1.33					LU19647148
15.12.21	commemorative supplies	£6.66	£1.33					370763193
15.12.21	commemorative supplies	£3.16	£0.63					256046900
15.12.21	commemorative supplies	£10.60	£2.13					LU19647148
15.12.21	commemorative supplies	£11.66	£2.33					LU19647148
15.12.21	xmas party					£12.89	£2.59	LU19647148
15.12.21	mobile phone	£14.74						
15.12.21	admin fee	£3.00						
		£151.96	£15.94	£9.48	£1.89	£357.01	£61.51	£597.79