

COGENHOE & WHISTON PARISH COUNCIL

Clerk: Deborah Rush
(01933) 663918

Email; clerk.cogenhoeandwhistonpc@gmail.com

To members of the Council:

You are hereby summoned to attend the **Annual Meeting** of Cogenhoe & Whiston Parish Council to be held on **Monday 18th May 2015** at **7.30pm** in **Cogenhoe Village Hall, York Avenue, Cogenhoe, 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.

A G E N D A

1. To **elect the Chairman of the Council** and to receive the Chairman's Declaration of Acceptance of Office.
2. To **elect the Vice Chairman of the Council** and to receive the Vice Chairman's Declaration of Acceptance of Office.
3. **Open forum**
4. To **receive and accept apologies for absence.**
Cllr Grubb - holiday
5. To **receive any declarations of disclosable pecuniary or personal interests** from Councillors for items on the agenda.
6. To **approve the minutes** of the meeting held on **30th March 2015**.
7. To consider co-option of Dr. Ron Savage & Mrs I Sher
8. To **circulate councillor's information folders**
Action required;
 - to complete Councillors Notification of Pecuniary & other Interests forms.
 - to sign Code of Conduct in acceptance of standards contained therein.

- expenses form.
- email correspondence form

9. To review **individual councillors areas of responsibility.**

10. To **review working parties / committees** (including request from Pocket Park working party to be given committee status.)

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

- Litter pick
- Archives

12. To receive **update** from **PCSO Jen Harrison.**

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

14. **Chairman's Report (previous Chairman)**

- To receive update from Cllr Bailey re insurance meeting Came & Company (including email usage & libel & slander)
- Short Lane footpath
- Weed killing & road cleansing
- Feedback from APM
- PC publicity (website & newsletter)

15. **Development & Planning**

15.1 **Planning Applications;** for consideration by the council

S/2015/0647/TPO 91A Orchard View, Station Rd, Cogenhoe

Crown thin by 30%, crown lift by up to 3.5m, crown reduce lateral growth by up to 1m & remove dead & defective growth & sucker growth and ivy.

<http://snc.planning-register.co.uk/plandisp.aspx?recno=74883>

S/2015/0914/FUL Square Bear, The Old School House, Station Rd, Cogenhoe

Change of use of the Old School (B1a Office) to residential use (C3) providing 5 No. one & two bedroom apartmnets. External alterations (insertion of roof lights & doors, replacement roof) and relocation of existing dropped kerb.

<http://snc.planning-register.co.uk/plandisp.aspx?recno=75400>

15.2 **Decisions received;**

S/2015/0146/TPO 42 York Avenue, Cogenhoe T1 – fell sycamore tree **Refused**

S/2015/0248/FUL Land to rear of 47A, 49, 51, 53 & 57 Station Rd **Approved**

16. Finances

16.1 To approve end of year accounts for financial year ending 31st March 2015 & Section 1 statements of the Audit Form & consider end of year against budget figures.

16.2 To approve Section 2, annual governance statement of the Audit Form.

16.3 To receive update form Clerk on internal audit conducted 1.5.15

16.4 To appoint an internal auditor for the financial year 2015/16

16.5 To consider review of internal control procedures & financial risk assessment.

16.6 Income Received

17.4.15 SNC precept £10750.00

16.7 Expenditure

Date	Chq No	Payee	Details	Amount	VAT	Payable under legislation;
30.3.15	1686	All Seasons	Grass	£300.00	£50.00	Open Spaces Act 1906 ss 9 & 10
30.3.15	1687	D Rush	Sal Apr & exp	£536.27		LGA 1972, s.112
15.4.15	1688	Land registry	Deed update	£40.00		Open spaces Act 1906
05.4.15	1689	EON Main	Light maintenance	£481.48	£80.25	Highways Act 1980, ss.301
05.4.15	1690	EON elec	electricity	£797.46	£132.91	Highways Act 1980, ss.301
05.4.15	1691	NCALC	Subscription & dividers	£686.14		LG 1972, s.143
05.4.15	1692	All seasons	Grass	£300.00	£50.00	Open Spaces Act 1906 ss 9 & 10
05.4.15	169	AH Contracts	Dog Bins	£133.39	£22.23	Litter Act 1983, ss. 5-6

The balance in the Current Account stands at £14,711.01 (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.**

16.8 To approve bank reconciliation as circulated by clerk

17. To consider **tenders** received for **trough planting 2015/16**

18. To receive **update** from Cllr Biggs re 2Commune re **website & website usage April 2015**

19. **Street Lights**

To receive **update** from Clerk re-
-street lighting report
-EON price increases & NCALC update

20. To receive an **update** from Cllr Savage re **Mick George expansion plans**

21. To receive an **update** from Clerk re **bus shelter seat**

22. To receive **update** from Clerk re **Openness & Accountability Training** 28.4.15

23. To receive an update from PC representatives on Village Hall meeting.

24. To consider insurance renewal 2015/16

25. **Correspondence Issued**

2.4.15 letter Mr Marshall re fencing & parking

2.4.15 email SNH re fencing (chased 5/5/15)

13.4.15 letter Resident 1 Station Rd re path to bus shelter (street doctor 738968)

26. **Correspondence Received**

21.4.15 Telephone Cllr Savage re bollard on Station Rd (reported to street doctor 738660) work completed

7.3.15 Email CPRE roadshow - **reminder**

1.4.15 Email SNC re New Home Bonus allocation – for info only

7.4.15 Letter SNH re parking issues Whalley Grove

1.3.15 Letter Northamptonshire Highways re resurfacing Station Rd. – for info

8.4.15 Email Kierwsp Footpath Short Lane (see Chairman's report)

9.4.15 Email WNJPU Notice of independent examination CIL – for info

10.4.15 Telephone Resident of Orchard Way re non-receipt of SNC publications

22.4.15 Email J Dedman 43A Station Rd re footpath (street doctor 738968)
Response received 1.5.15

29.4.15 Email SNC – confirmation of uncontested election – for info only

1.05.15 Email Kierwsp re footpath (street doctor report 738968)

3.05.15 Email PCSO J Harrison update (forwarded 11.5.15)

5.05.15 Email Northants Highways re bus shelter – **response required**

5.05.15 Email SNH re fencing

6.05.15 Email NCALC re training – how to be a good employer – forwarded

11.15.15
7.05.15 Email SNAST request for renewal subscription – **action required**
7.05.15 Email All seasons re grass cutting
9.05.15 Email Insp Tania Ash re stats & clear-up rates
11.5.15 Email NCALC election feedback

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

28. Meeting Closed & date of Next Meeting



Deborah Rush

Parish Clerk 12.5.15