

COGENHOE & WHISTON PARISH COUNCIL

Clerk: Deborah Rush
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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 was held by video conference call.

Minutes of the Council Meeting of Cogenhoe & Whiston Parish Council held on Monday 1st February 2021 by video conference call.

173. Open forum

A resident attended to raise the subject of the Diamond Jubilee clock that it had been hoped would be included as part of the re-development of the old garage, unfortunately the developer had not been prepared to do this. Therefore, this would be discussed further at the next Annual Parish Meeting (April) in the hope that a new location could be found. The resident also commented on the suggestion by Government that there should be some sort of commemoration once the pandemic is over in acknowledgement of the tremendous effort of the NHS, other emergency services & volunteers. It was agreed that some sort of plaque in gratitude would be considered, with some fundraising required to finance it. He also mentioned the Queen's Platinum Jubilee in 2022 and the need to start planning for this, again it was agreed this would be discussed further at the Annual Parish Meeting.

Comment was made that the old school bell could possibly also be incorporated into the clock tower?

174. To receive and accept apologies for absence.

Present;

Cllr Bailey (Chairman), Cllr Biggs, Cllr Brown, Cllr Cunnington, Cllr Grubb, Cllr Packer, Cllr Scott, Cllr Stanton, & the Clerk.

Cllr Darby & Cllr Usher did not attend.

CCllr Michael Clarke, DCllr Carole Clarke & DCllr Steven Hollowell also attended.
CCllr Michael Clarke & DCllr Carole Calrke left the meeting at 8.15pm.

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

Cllr Bailey declared an interest in item 181.1 **S/2021/0006/TCA** Conservation Area Tree Notification – as it is for information only he remained in the room whilst it was reported on.

Cllr's Brown & Cunnington declared an interest in item **App No. S/2021/0020/FUL**

10m x 4m Swimming pool (retrospective) – they were permitted to remain in the room during its discussion but did not comment or vote.

176. To **sign the minutes** of the meeting held on **4th January 2021**.

The **minutes** of the meeting held on 4th January 2021 were **signed**.

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

-Street doctor updates;

<p>11.2.19 964852 Re-opened 2441356</p>	<p>Problem: Vegetation Description: Weeds Street/Town: Cogenhoe Road,Cogenhoe And Whiston Location: The Avenue, Whiston, road as you drive into Whiston from Whiston Road Details: Trees which are we believe are on Highways land are being choked by ivy and in a poor state of maintenance.</p>	<p>18.2.19 Tree report will be undertaken by an Arboriculturalist, any recommendations will be added to tree works programme.. Referred to Jayne Hawtin. Chased - no reply to date 5.1.21 Thank you for your enquiry. A tree inspection was undertaken and there were no recommended tree works. No action required.</p>
<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. 22.4.20 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. State changed to: Action scheduled</p>
<p>5/5/20 2106615</p>	<p>Footpath from The Piece to Church Street in poor state of repair</p>	<p>Not Highways responsibility, reported to South Northants Homes Photographs forwarded to SNH</p>
<p>21.10.20 2351122 2351129 2351131 2351133 2351135 2351137</p>	<p>Pothole 12 Mill Lane Pothole 2 Mill Lane Pothole 56 Church Street Pothole 52 Church Street Pothole 46 Church Street Pothole 31 Church Street</p>	<p>22.10.20 A works order has already been raised and will be completed within 5 months to repair the potholes that meet ncc investigatory levels.</p>
<p>2.11.20 2367193</p>	<p>Entrance gateway sign post rotten</p>	<p>2.11.20 Thank you for reporting a fault. We will use the information you have</p>

		provided to assess and prioritise this fault in accordance with our published response times for fault reports
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Other matters arising;

-Street lighting nos 30 & 55, complaint from resident re brightness, suggestion from Aylesbury Mains how to remedy. Resident advised and Aylesbury asked to fit timer on lamp on The Piece. Photocell now fitted to lamp 55 - NOTED

-Replacement noticeboard now fitted, invoice received as per quote. - NOTED

178. Police Matters.

Crime Stats crime – 9 crimes November 2020

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 Church Street	Vehicle crime (1) Includes theft from or of a vehicle or interference with a vehicle.	Investigation complete; no suspect identified
Crime On or near Manor Farm Court	Robbery (1) Includes offences where a person uses force or threat of force to steal.	Investigation complete; no suspect identified
Crime On or near Nene Rise	Vehicle crime (1) Includes theft from or of a vehicle or interference with a vehicle.	Investigation complete; no suspect identified
Crime On or near Orchard Way	Public order (3) Includes offences which cause fear, alarm or distress. Other theft (1) Includes theft by an employee, blackmail and making off without payment.	Under investigation Under investigation

Crime On or near Station Road	Criminal damage and arson (1) Includes damage to buildings and vehicles and deliberate damage by fire.	Under investigation
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The Clerk also **reported** that there had been 4 Neighbourhood Alerts for the period 27th-30th January with sheds being broken into in Glebe Way, St Peter's Way and an attempt on Nene Rise, bicycles had been stolen in each case. A large garden pot had also been stolen in Church Street.

Following on from these crimes a resident had suggested that CCTV should be installed at the village entrances/exits. It was **agreed** that the Clerk would look into this for discussion at the next meeting.

178.1 Other police matters

21.12.20 Email from NCALC re Police Liaison Rep

To **appoint** a Police Liaison Representative to act as a single point of contact with Northamptonshire Police.

NHW co-ordinator contacted, unable to take on so Clerk to act as contact. Response sent to NCALC - NOTED

179. To receive reports from County & District Councillors

CCllr Michael Clarke **reported** that NCC had done a good job of gritting the 43% of roads in the county that are guaranteed precautionary treatment. Sophisticated monitoring of temperatures allows for a visible & effective service to the main roads. He also reported that NCC continues to wind down as the transfer to unitary draws ever closer, the shadow council chief executive Anna Earnshaw had confirmed that the new authority was 'ready to go'. It is hoped that the past criticism of Northamptonshire County Council of 2018 would be put to bed, as steady progress has been made with a visible recovery of finances and services with balanced budgets for the last 3 years and a capital legacy to hand over to the 2 new authorities of £40-50m. He reiterated that the 6th May 2021 elections are expected to go ahead in a covid secure way, but that residents are encouraged to register for postal votes.

<https://www.electoralcommission.org.uk/i-am-a/voter/voting-person-post-or-proxy/voting-post>

He also reported that NCC with Public Health England and the Clinical Care Group had done an excellent job in the vaccine roll-out. He stressed that residents must not phone the surgery about vaccine appointments, everyone who is eligible will be contacted in due course.

CCllr Clarke congratulated the Parish Council on their efforts to help the Cricket Club find a new home, he had been involved with advising them and comment had been made that the PC had been very helpful and supportive which was a tribute to the community spirit in the village.

DCllr Carole Clarke had nothing to report.

DCllr Steven Hollowell had circulated a written report before the meeting which reiterated much of what CClr Clarke had said about winding down the authorities towards unitary. His report had give details of the Government interactive covid map into which you could input your postcode to view local data.

<https://coronavirus.data.gov.uk/details/interactive-map>

180. Chairman's Report

Including update LGR Q&A West Northants 18.1.21

The Chairman **reported** that he had attended this virtual event at which Anna Earnshaw (Shadow Chief Executive, West Northants Unitary Authority) had taken questions and come over very well. She had advised that they were developing a 3 year plan. Discussion had taken place about funding for parish & town councils, there would be no additional funding in the short term. There was an issue with the huge variances across the 3 district & boroughs in the council tax reduction scheme which would need harmonising as would the green waste policy which some authorities charge for and some do not. She had advised that enhanced monitoring of Highways maintenance would be happening and the contract was up for review in July 2021. She had been asked what the 3 greatest challenges in forming the new authority were, to which she had replied – the Covid pandemic, changing the culture of the council and continuity of services/economic recovery.

181. Village Hall

180.1 Draft minutes from Village Hall Committee Meeting held on 20th January 2021.

[20th-january-2021-vhc-draft-minutes.pdf \(cogenhoeandwhiston-pc.gov.uk\)](#)

NOTED

180.2 To receive update on revised plans agreed by Village Hall committee as stage 1 of village hall redevelopment project. Architect plans now received & approved by VHC. Now going out to tender in accordance with PC Financial regulations as cost will be £25k+

<https://www.contractsfinder.service.gov.uk/Notice/503ab438-bcb9-4c00-be79-b79ec22931b0>

The Clerk **reported** that there had been some interest in tendering for the contract, specification packs had been issued and site visits were being booked.

180.3 To receive **update** on skate park / swing development.

-To approve cost of 2 x swings & thermoplastic track markings for skate park at cost of £6,382.23 + VAT (£10k Awards for All grant).

Quotes are also being obtained for 2 x benches to fit onto existing concrete bases & replacement goalposts (funded from remaining grant).

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

Action Clerk

180.4 Cricket Club

- Certificate of Lawfulness now approved.
- SLA signed all parties
- Grant application with English Cricket Board – now approved
- Order forms received from Total Play

The Chairman reiterated what Cllr Clarke had said, the Cricket Club had expressed their most sincere thanks to him and via social media for the support they had received from the Parish Council.

181. Development & Planning

181.1 Applications Received

App No 20/00074/WASFUL - NOTED

Proposed extension to the existing waste recycling building (retrospective application)
Lower Ecton lane, Northampton, NN3 5HQ
Due to timing of this application, delegated powers were used-
No objections

App No. : S/2021/0006/TCA Conservation Area Tree Notification - NOTED

Proposal Silver Birch, remove 2.5M from the top crown and 1.2M from both sides
31 Church Street Cogenhoe NN7 1LS - FOR INFO ONLY
[Planning Application Display \(planning-register.co.uk\)](http://planning-register.co.uk)

App No. S/2021/0020/FUL

10m x 4m Swimming pool (retrospective)
The Close 43 Church Street Cogenhoe NN7 1LS
[Planning Application Display \(planning-register.co.uk\)](http://planning-register.co.uk)

It was **proposed** and **resolved** that Cogenhoe & Whiston Parish Council make the following comments to this planning application-
'No objections'

App No. S/2020/2386/FUL

Proposed front and side single/2 storey extensions and chimney.
156 Station Road Cogenhoe NN7 1NG
[Planning Application Display \(planning-register.co.uk\)](http://planning-register.co.uk)

It was **proposed** and **resolved** that Cogenhoe & Whiston Parish Council make the following comments to this planning application-
 ‘No objections’

181.2 Applications **Determined**

App No. S/2020/2118/HPD Application Type Larger Home Extensions under Permitted Applicant : Determination as to whether prior approval is required Prior Approval 04/01/2021 (under Class A, Part 1 of the above Order) in respect of the impact on the amenity of any adjoining premises of a proposed single storey rear extension extending 7.4m beyond the rear wall of the original dwelling house, maximum height of 3.9m to Apex of Lantern (3.4m) parapet wall) and height of eaves 3.1m

Location 23 Station Road Cogenhoe NN7 1LT - PRIOR APPROVAL NOT REQUIRED
 NOTED

App No. S/2020/2094/LDP Application Type Certificate of Lawfulness (Proposed) Certificate of Lawfulness for Proposed Development comprising of replacement of existing cricket wicket with a fully carpeted spike-pro non turf synthetic table

Cogenhoe And Whiston Village Hall, York Avenue, Cogenhoe. – APPROVED - NOTED

182. Financial matters

182.1 Income Received –

8.1.21		V Hall	Credit card	£	33.65
8.1.21		NCC	Mowing grant	£	765.59

182.2 Expenditure

Parish Council		1.2.21					
Date	BACS	Chq No	Payee	Details	Amount	VAT	Payable under power
31.12.20	DDR		Lloyds Bank	Credit Card	£688.85	£20.00	Localism Act 2011 ss1-8
26.1.21	DDR		Total Gas & Power	Electricity	£209.47	£34.92	Localism Act 2011 ss1-8
29.1.21	359905163		D Rush	Wages	£632.33		Localism Act 2011 ss1-8
29.1.21			HMRC	PAYE	£106.98		Localism Act 2011 ss1-8
1.2.21	927441449		Aylesbury Mains	Streetlight adaptation	£89.63	£14.94	Localism Act 2011 ss1-8
1.2.21	159455684		Wayne Adams	Noticeboard fitting	£27.00		Localism Act 2011 ss1-8
1.2.21	221149730		D Rush	Expenses	£110.90		Localism Act 2011 ss1-8

The balance in the Current Account stands at £16,649.84 (assuming all cheques presented).

The balance on the Business premium account stands at £19,762.46

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

Action Clerk

182.3 Income Received – Village Hopper

23.12.20	Contactless pymts	£102.28
29.12.20	Contactless pymts	£95.58
6.1.21	Contactless pymts	£15.04
12.1.21	Contactless pymts	£73.36
4.1.21	Termly pass	£200.00
		£486.26

182.4 Expenditure – Village Hopper

Village Hopper		1.1.21					
Date		Chq No	Payee	Details	Amount	VAT	Payable under power
1.1.21		DDR	Premium Credit	Insurance	£85.31		Localism Act 2011 ss1-8
11.1.21	227395957		Longmarsh	Vehicle hire	£96.00	£16.00	Localism Act 2011 ss1-8
11.1.21		DDR	Nest	Pension pymts	£225.21		Localism Act 2011 ss1-8
12.1.21	553528795		Longmarsh	Vehicle hire	£288.00	£48.00	Localism Act 2011 ss1-8
15.1.21		DDR	Fuel genie	Fuel	£1,001.32	£166.88	Localism Act 2011 ss1-8
15.1.21		DDR	Arval	Lease	£941.82	£156.97	Localism Act 2011 ss1-8
21.1.21		STO	Tixiom	Ticket machine	£48.00	£8.00	Localism Act 2011 ss1-8
29.1.21				Wages	£2,760.75		Localism Act 2011 ss1-8
29.1.21			HMRC	PAYE	£663.56		Localism Act 2011 ss1-8

The balance in the Current Account stands at £28,000.47 (assuming all cheques presented).

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

182.5 Income - Village Hall

17.12.20		Pre-School	Hirers fees	£1,044.00
17.12.20		Pre-School	Hirers fees	£660.00
29.12.20		Hirer	fees	£22.00

182.6 Expenditure - Village Hall (approved by Village Hall Committee)

Village Hall		20.1.21					
Date		Chq No	Payee	Details	Amount	VAT	Payable under power
31.12.20	DDR		Unity Bank	Admin chg	£18.00		Localism Act 2011 ss1-8
17.12.20	157241292		E.ON	Electricity	£705.43	£117.57	Localism Act 2011 ss1-8
17.12.20	35360542		Cathedral leasing	Hygiene Services	£187.20	£31.20	Localism Act 2011 ss1-8
23.12.10	DDR		Everflow	Water	£41.66		Localism Act 2011 ss1-8
31.12.20	DDR		British Telecom	phone	£12.00		Localism Act 2011 ss1-8
4.1.21	508525784		G P Knight	expenses	£49.64		Localism Act 2011 ss1-8
6.1.21	428925353		F Mitton Elec	electric repairs	£84.00	£14.00	Localism Act 2011 ss1-8
18.1.21	DDR		D-Energi	Electricity	£941.78		Localism Act 2011 ss1-8
20.1.21	838643908		PC	Credit card exp	£33.65	£2.50	Localism Act 2011 ss1-8
29.1.21	546165430			Wages	£172.12		Localism Act 2011 ss1-8
29.1.21	188489733			Wages	£127.33		Localism Act 2011 ss1-8
29.1.21	64314262		D Rush	Keys	£23.80		Localism Act 2011 ss1-8

The balance in the Current Account stands at £11,285.66 (assuming all cheques presented).

The balance in the Business premium Account stands at £ 30,000.

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

182.7 To **approve** bank reconciliation Parish Council account (appendix 1)

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

182.8 To **approve** bank reconciliation Village Hopper account (appendix 2)

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

182.9 To **approve** bank reconciliation Village Hall account (appendix 3)

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

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

-To receive usage figures for January

Cllr Cunnington advised that there had been 1123 visits to the website in January.

-Accessibility regulations – queries raised with 2Commune

He also **advised** that the website accessibility issues he had been discussing with 2Commune had now been resolved.

184. **Village Hopper**

-Request sent to SNC re service level agreement – suggested apply for grant for next 2 years from Community Funding Scheme. – submitted – see minute 188 below.

185. **KF26**

-Letter sent re removal of path from definitive map & statement to Graeme Kane - Executive Director Strategy, Delivery & Transformation 17.9.20.

Email response received 17.9.20.

Reply sent to accept offer without prejudice & requesting signage for Station Rd end. 6.10.20

TRO has been applied for – consultation now received 15.1.21

It was **agreed** that as the Parish Council had requested this there were no objections.

Action Clerk

186. **Speeding**

-Investigate the costs of a mobile vehicle activated speed sign (that could be used at various locations) and that also collects data to help monitor the issue. (Approx. cost £2000).

New quote obtained, £1295, order placed (subject to size of brackets, JB/JC asked to check).

NOTED – Cllr Biggs confirmed that the 70-100mm brackets would be sufficient.

187. **Elections**

-posters printed, article added to website – NOTED

The Clerk reminded councillors that if they were standing for re-election their nomination papers need to be submitted by the 8th April 2021.

188. **Village Hopper**

Grant for £10,000 for 2021/22 from SNC.

The Clerk **advised** that this had been approved for the financial year 2021/22.

Email 22.1.21 from Wollaston Parish Council pledging £200 grant to Village Hopper-
NOTED

The Clerk **advised** that following advice from the Department of Transport, it was expected that services would be reduced by 20% whilst passenger numbers were low, therefore the 11am Cogenhoe to Northampton and the 14:30 Northampton to Cogenhoe had been temporarily removed from 1st February. The drivers will be placed on flexi-furlough for 4 hours each day whilst they are not required to drive.

189. Correspondence Issued

6.1.21 Email to SNC re Cogenhoe Mill Holiday park – council tax / business rates – acknowledged 6.1.21, with senior revenues team / Belinda Green

The Clerk **advised** that a response had been promised in the next few days.

6.1.21 Email Request for small schemes site follow up re flooding – acknowledged - NOTED

5.1.21 Email Precept demand sent to SNC – acknowledged 5.1.21- NOTED

5.1.21 Email Application for Urban Highways Grass Mowing grant submitted to NCC 2021 - NOTED

170. Correspondence Received (in addition to listed above)

6.1.21 Email via Cllr Darby re Cogenhoe Mill Holiday park

As Cllr Draby was not present this was C/F

C/F

11.1.21 Email Resident re gravel extraction, reply sent & referred to Cllr Brown.

To consider catch up meeting with NCC and Hansons?

It was **agreed** that in the first instance the Clerk would contact Hansons to ask for an update on the hedge restoration plan, the restoration to arable land plan and the precautions that would be taken around the barrow cemetery in the field that KF4 runs through if it is used for access / storage?

Action Clerk

12.1.21 Email Resident re inconsiderate parking next to bridleway entrance, discussed with Rights Of Way. Reply sent, any further action that can be taken?

As there was no crime being committed here there was little more that could be done other than to ask residents to park considerately via social media.

Action Clerk

14.1.21 Email SNC - Building Stronger Communities Strategy (forwarded 15.1.21) - NOTED

17.1.21 Email resident re parking Station Rd / The Piece. Advised no powers, report obstruction to the Police. -NOTED

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

Cllr Cunningham **advised** that there had been offers of volunteer help in the Pocket Park and asked for clarification about insurance cover etc. The Clerk advised that as long as the volunteers were aware of the risk assessment, working with the councils permission and a record was kept of their attendance then they would be covered by the council's insurance. He would also like to set-up a facebook page to communicate with the volunteers and promote the pocket park.

Comment was also made that residents had been stopped from walking through Cogenhoe Mill Caravan Park on the public footpath, having been advised that the path was unsafe. It was **agreed** that this should be reported to the Rights of Way Officer for inspection as if the path is unsafe it should be closed.

Action Clerk

191. Meeting Closed & date of Next Meeting

There being no further business the **meeting closed at 9pm.**

Date of next meeting;

Monday 1st March 2021 7.30pm –Council Meeting, Village Hall, Cogenhoe
(if face to face meetings are permitted).



Deborah Rush
Parish Clerk 2.2.21

Appendix 1 CWPC Bank reconciliation

Cogenhoe & Whiston PC		20.1.21		
Bank Reconciliation				
Total receipts			£98,814.11	
less				
Total payments			£91,072.08	
				£7,742.03
Plus opening balances				£28,897.80
				£36,639.83
Bank accounts				
Current AC				£17,826.15
plus				
Business Prem AC				£19,762.46
				£37,588.61
Plus credits not yet showing				NIL
Less unrepresented cheques				
	Total Gas & Power	Electricity	£209.47	
	D Rush	Wages	£632.33	
	HMRC	PAYE	£106.98	
			£948.78	£948.78
				£36,639.83

Lasting legacy monies held on behalf of village)
 £2,939.65 held in business prem ac
 £412.00 held on behalf of Party in the park

Community Infrastructure Monies
 Allocation 4 £2152.92
 Balance **£2152.92**

Appendix 2 Village Hopper bank reconciliation

Cogenhoe & Whiston PC		Vhopper	20.1.21	
Bank Reconciliation				
Total receipts			£81,650.84	
Total payments			£60,486.44	£21,164.40
Plus opening balances				£6,836.07
				£28,000.47
Bank accounts				
Current AC				£31,472.78
Plus credits not yet showing				NIL
Less unrepresented pymts				
		Wages	£2,760.75	
	HMRC	PAYE	£663.56	
	Tixiom	Ticket machine	£48.00	
			£3,472.31	£3,472.31
				£28,000.47

Approved

Appendix 3 Village Hall bank reconciliation

Cogenhoe & Whiston PC		6.1.21		
Bank Reconciliation	Village Hall			
Total receipts				£48,012.12
less				
Total payments				£5,427.78
Plus opening balances				
				£42,584.34
Bank accounts				
Current AC				£12,559.34
plus				
Business Prem AC				£30,000.00
				£42,559.34
Plus credits not yet showing		Delapre FC	£	25.00
Less unrepresented cheques				
				£42,584.34