

COGENHOE & WHISTON PARISH COUNCIL

Clerk: Deborah Rush
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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 1st November 2021 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.

A G E N D A

120.21 Open forum

121.21 To receive and accept apologies for absence.

122.21 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.

123.21 To sign the minutes of the meeting held on **4th October 2021**.

124.21. **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 Investigating</p>
<p>5.7.21 2841584</p>	<p>61-63 Station Rd</p>	<p>Overhanging vegetation</p> <p>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>3.8.21 2911068</p>	<p>Footpath Station Rd to Bramley Close</p>	<p>Overhanging vegetation</p> <p>16.8.21</p> <p>This report has been assessed and a job for repair has been raised.</p> <p>Chased again</p> <p>20.9.21 This report has been assessed and a job for repair has been raised.</p> <p>State changed to: Action scheduled</p> <p>Posted by Northamptonshire Highways at 13:55, Monday</p> <p>Re-opened, complaint from resident that still obscuring his windows</p> <p>20.10.21</p> <p>Thank you for your further comments about vegetation blocking light to your property. Whilst we appreciate your comments, the vegetation that you have identified is not currently a safety concern to the highway user. Unfortunately, we are unable to undertake works to facilitate light to either land or property. Where vegetation overhangs an adjacent property, a common law right exists for the owner of that property to prune back the offending branches to the boundary of that property. Cuttings must, of course, be disposed of in a</p>

		<p>responsible manner. Apologies that we are unable to assist further.</p> <p>State changed to: No further action</p>
11.8.21 2933592	Church Street	<p>Sign overgrown with ivy</p> <p>19.8.21</p> <p>We are investigating this issue with the vegetation owner. A revisit of the area will be undertaken on 6th September</p>
11.10.21 3054225	St Peter's Way junction – no 18	<p>Poor state of repair</p> <p>11.10.21</p> <p>Thank you for your enquiry and for bringing this matter to our attention. We understand that you have concerns about the condition of the road on St Peters Way. Whilst we appreciate and sympathise with your comments, we can confirm that there are no immediate safety concerns relating to this issue that warrant further investigation or repair at this time. However, please be assured that we will continue to monitor the area as part of our routine inspections.</p> <p>State changed to: No further action</p>
12.10.21 3057908	Orchard way – uneven footpath outside no 4 & 52	<p>Thank you for your enquiry and for bringing this matter to our attention. We understand that you have concerns about the condition of the footpath surface adjacent to Orchard Way; specifically that you feel it is uneven. However, we can confirm that there are no immediate safety concerns that warrant further investigation or repair, at this time. However, please be assured that we will continue to monitor the area as part of our routine inspections.</p> <p>State changed to: No further action</p>
18.10.21 3076213	Station Rd /	<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>

-Old fencing in village hall hedge near play area – To receive an update from Cllr Cunnington.

-Mowing of verge on Brafield Rd, where do we want to cut to? (parish boundary). Brafield PC contacted, reply awaited.

-Form obtained for yellow lines around The Piece, evidence required.

Form circulated to residents who have asked to sign it, copy left in café.

-Forms obtained re TPO application – tree Mill Lane.

124.21. **Police Matters.**

Crime Stats – August 2021 2 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.	Under investigation
Crime On or near Orchard Way	Vehicle crime (1) Includes theft from or of a vehicle or interference with a vehicle.	Investigation complete; no suspect identified



Twitter mentions; None

Beat Bus in village 14.10.21, PCSO Matt Taylor (our PCSO) will attend the Farmer's market on the 6.11.21 and bring the Beat Bus on 5.12.21

-Option for no bicycles markings on footpaths – update from Clerk

OPFCC contacted, passed to Towcester Rural, conversation with PCSO Matt Taylor re funding / PC contribution

-20.10.21 Email received to South Northants Parish Police Liaison Representatives re murder of Sir David Amess.

-Request for feedback for first joint plan for Northamptonshire's Police Force and Fire and Rescue Service (closing date 7.11.21)

<https://www.northantspfcc.org.uk/police-fire-crime-plan-2021/>

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

<https://www.cogenhoeandwhiston-pc.gov.uk/uploads/october-2021-wnc-cllr-update-for-parish-councils-and-village-magazines.pdf>

Forwarded 21.10.21

126.21 **Chairman's Report**

-Updated delivery areas (circulated)

-Unveiling of the clock event

Development & Planning

127.21 **Applications Received**

Application No. **WNS/2021/1665/FUL**

Proposal Proposed new dwelling and new parking spaces for existing dwelling

Location Land East Of 46 York Avenue Cogenhoe

<https://snc.planning-register.co.uk/plandisp.aspx?recno=111965>

128.21 **Applications Determined**

WNS/2021/1281/FUL	27 St Peters Way Cogenhoe NN7 1NU	First storey side extension and part first, part two storey rear extension.
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<http://snc.planning-register.co.uk/plandisp.aspx?recno=111460>

APPROVED

WNS/2021/1377/TCA	Cotswold Cottage 5 Mill Lane Cogenhoe NN7 1NA	Prune back line of Beech trees to the right side border of garden. The trees overhang the public right of way and the garden (excessive shade). To reduce height and width by removing branches below a height of 6.5ft that overhang the right of way to allow for replacement of existing (poor condition) fencing to a
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		height of 6ft. Trees that need branches removing are marked on plan 2,4,5,7,8,10,12,13,16 and 20.
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APPROVED

<http://snc.planning-register.co.uk/plandisp.aspx?recno=111598>

<http://snc.planning-register.co.uk/plandisp.aspx?recno=111198>

APPROVED

S/2021/0336/FUL	79 Station Road, Cogenhoe, Northamptonshire, NN7 1NG	Hip to gable roof extension and extension to chimney stack, first floor extension above existing single storey extension to provide a master bedroom and ensuite
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<http://snc.planning-register.co.uk/plandisp.aspx?recno=109501>

APPROVED

S/2021/1281/FUL	27 St Peters Way Cogenhoe NN7 1NU	First storey side extension and part first, part two storey rear extension.
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<https://snc.planning-register.co.uk/plandisp.aspx?recno=111460>

APPROVED

129.21 Other planning matters

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

-WNSP Spatial Options Consultation - Town and Parish Council Briefing- 13 October 2021

Update Clerk & Cllr Packer (presentation forwarded).

<https://westnorthantsplan.inconsult.uk/WNSPOptions/consultationHome>

Response required by 6.12.21

-Neighbourhood Plan

Should the council be considering a Neighbourhood Plan?

130.21 Financial matters

130.21.1 Income Received

24.9.21		J Cunnington		Bulb donation	£	50.00
29.9.21		WNC		Precept	£	15,000.00
18.10.21		V Hall		re credit card	£	1,003.13
18.10.21		V Hopper		re credit card	£	14.20
					£	16,067.33

130.21.2 Expenditure

Date	BACS	Chq No	Payee	Details	Amount	VAT	Payable under power
30.9.21	DDR		Total Energies	Electricity	£122.59	£5.82	Localism Act 2011 ss1-8
30.9.21			Unity Bank	Service charge	£21.60		Localism Act 2011 ss1-8
1.10.21	DDR		Lloyds bank	credit card	£497.35		Localism Act 2011 ss1-8
5.10.21		490998670	Wellingborough Norse	Dog bins	£374.40	£62.40	Localism Act 2011 ss1-8
12.10.21		817100545	PKF Littlejohn	Audit	£720.00	£120.00	Localism Act 2011 ss1-8
26.10.21	DDR		Total Energies	electricity	£118.96	£5.67	Localism Act 2011 ss1-8
29.10.21		76076845		Wages	£634.93		Localism Act 2011 ss1-8
29.10.21			HMRC	PAYE	£103.69		Localism Act 2011 ss1-8
29.10.21		133874546		Wages PP event	£39.00		Localism Act 2011 ss1-8
Credit card							
Sep-21							
		PC	VAT	Hopper	VAT	Vhall	VAT
Phone		£14.99					
Cleaning Supplies						£14.25	£2.38
Dog bin stickers		£1.99					
Extnsion lead						£26.99	£4.50
Trays						£22.92	£3.84
Leaflet stand						£9.37	£1.56
Bin						£28.49	
Stationary supplies						£14.83	£2.48
Dish drainer						£11.48	£1.91
Disabled parking sign						£20.78	£3.47
Grit bin		£167.52	£27.92				
Paper		£19.99	£3.33				
Toilet rolls						£22.79	£3.80
Trolley cover						£10.19	£2.45
Bulbs		£88.74					
Phone		£19.03					
fee		£3.00	£31.25				£26.39
		£315.26				£182.09	£497.35

The balance in the Current Account stands at £21,638.12 (assuming all cheques presented).

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

Of which

CIL monies £6,361.62 (£2500 to Pocket Park) =£3861.62

Clock fund £2,939.65 (£1470 clock) =£1469.65 fitting still to be paid for

PIP £413 is earmarked.

130.21.3 Income Received – Village Hopper

28.9.21	Contactless payments	£112.88
30.9.21	BSOG	£3,884.00
5.10.21	Contactless payments	£58.13
13.10.21	Contactless payments	£46.07
15.10.21	Cash fares September	£354.44
19.10.21	Contactless payments	£73.37
		£4,528.89

130.21.4 Expenditure – Village Hopper

30.9.21		Unity Trust	Bank charges	£7.50	Localism Act 2011 ss1-8
30.9.21		Unity Trust	Bank charges	£20.70	Localism Act 2011 ss1-8
5.10.21		Longmarsh	Lease	£900.00	Localism Act 2011 ss1-8
6.10.21	900857345	G P Knight	Fuel card	£87.29	Localism Act 2011 ss1-8
11.10.21	132790294	Longmarsh	Hire vehicle	£96.00	Localism Act 2011 ss1-8
13.10.21	DDR	Fuel genie	Fuel card	£924.54	Localism Act 2011 ss1-8
19.10.21	DDR	Premium Credit	Insurance	£102.54	Localism Act 2011 ss1-8
22.10.21	DDR	Arval	Final settlement	£941.82	Localism Act 2011 ss1-8
29.10.21			Wages	£2,665.48	Localism Act 2011 ss1-8
29.10.21			HMRC	£637.12	Localism Act 2011 ss1-8
29.10.21	DDR	Nest	Pension Payments	£221.94	Localism Act 2011 ss1-8
				£6,604.93	

The balance in the Current Account stands at £50,910.05 (assuming all cheques presented).

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

130.21.6. To **approve** spending against budget end Q2 30.9.21 (Appendix 3)

130.21.7 To **approve** expenditure of £70 for 2 x poppy wreaths.

130.21.8 To **approve** expenditure of max £100 for xmas tree.

130.21.9 To **organise** Finance working party meeting to begin budget process for 2022/23

131.21 CIL

To **consider** infrastructure expenditure from CIL monies of max £1650 for bench shelters for play area.

<https://www.recycledfurniture.co.uk/Picnic-Tables/Four-Seater-Canopy>

132.21 Village Hall & playing Fields Update

Minutes from the meeting held on the 20th October 2021

[20th-october-2021-draft-minutes-village-hall-committee.pdf](#) (cogenhoeandwhiston-pc.gov.uk)

133.21. Pocket Park Committee (next meeting 17th November)

Update from Cllr's Cunnington & Biggs from working party morning 17.10.21

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

-To receive usage figures for October.

135.21 Community Orchard

-Matter referred to VHMC, confirmation of footpath ownership being looked into.

Update Cllr Bailey re VHC feedback and conversations with Phillip Hollowell

136.21 Village Hopper

- Pay rise of 50p per hour awarded to drivers wef 1.12.21

-5.10.21 email received resident thanking for service

137.21 Community events

-Feedback from Clerk (including parish help desk comments).

138.21 Volunteer Car Service

To consider PC response to ending of service

139.21 Committee communication with the Parish Council (Cllr Brown)

140.21 Streetlighting

-Letter received re closure of Aylesbury Main, recommendation made to Forde & McHugh Ltd

141.21 Grass cutting contract

-This comes to an end at the end of this season, new contract required for Spring 2022.

142.21 Correspondence Received (in addition to listed above)

Northants CALC eUpdate - Sept/Oct 2021 (forwarded)

143.21 Correspondence issued

Email customer care@royalresorts.co.uk

Requesting introductory meeting with new management - reply awaited

Emails re Green Plaques for Heritage Society (tree Mill Lane & packhorse bridge)

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

145.21.Meeting Closed & date of Next Meeting

To agree dates for

January & May meetings (**bank holidays**) **Main Hall**

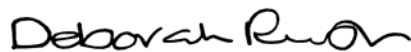
Suggest Wednesday 5th January 2022

Wednesday 4th May 2022

Wednesday 17th November 2021 – Pocket Park Committee 7.30pm

Monday 6th December – Full Council, 7.30pm

Wednesday 15th December – Village Hall Committee, 7.30pm



Deborah Rush

Parish Clerk 26.10.21

Appendix 1

Cogenhoe & Whiston PC		21.10.21		
Bank Reconciliation				
Total receipts			£38,168.24	
less				
Total payments			£27,932.10	
				£10,236.14
Plus opening balances				£32,179.62
				£42,415.76
Bank accounts				
Current AC				£22,653.30
plus				
Business Prem AC				£19,762.46
				£42,415.76
Plus credits not yet showing				
Less unrepresented cheques				
				£42,415.76

Appendix 2

Cogenhoe & Whiston PC	Village Hopper	21.10.21		
Bank Reconciliation				
Total receipts			£47,701.03	
Total payments			£40,158.02	£7,543.01
Plus opening balances				£47,833.87
				£55,376.88
Bank accounts				
Current AC				£55,295.50
Plus credits not yet showing				£81.38
Less unrepresented pymts				
				£55,376.88

Appendix 3

Budget 2021-22								
	21/22 budget	End Q1 30.6.20	%	End Q2 30.9.21	%	End Q3 31.12.20	%	End Q4 31.3.21
Income								
Precept	£30,000.00	£15,000.00	50.00%	£30,000.00	100.00%			
Mowing Grant	£765.59							
Total	£30,765.59	£15,000.00		£30,000.00				
Expenditure								
Playing Field	NIL			NIL				
Village Main	£1,000.00			£600.00	60.00%			annual cost troughs
Grass & Bins	£3,000.00	£859.26	28.64%	£1,838.52	61.28%			grass season now finished
Clerks salary	£8,900.00	£2,150.08	24.16%	£4,269.27	47.97%			
Clerk Exp	£750.00	£20.00	2.67%	£50.00	6.67%			
Audit	£475.00							
Membership	£975.00	£895.64	91.86%	£991.64	101.71%			annual costs
Insurance	£1,200.00	£1,224.48	102.04%	£1,224.48	102.04%			annual cost
Council Exp	£1,000.00	£151.61	15.16%	£664.60	66.46%			increase bank charges
Training	£150.00							
Lights R&M	£500.00	£69.80	13.96%	£314.40	62.88%			timings of faults
Elec costs	£1,500.00	£384.57	25.64%	£738.21	49.21%			
S137 max £8733	£3,000.00			£1,000.00	33.33%			
Pocket Park	£300.00	£189.85	63.28%	£189.85	63.28%			gate
Website	£600.00							
LG reform	£500.00							
Defibrillator	£150.00			£103.58	69.05%			timing of parts
Village hall development	£6,000.00	£5,000.00	83.33%	£6,000.00	100.00%			one-off pymt
Other		£58.96						
	£30,000.00	£11,004.25	36.68%	£17,984.55	59.95%			
Loan repayment	£2,471.56	£1,235.78	50.00%	£1,235.78	50.00%			
Amenities (Capital)				£1,470.00				
Election costs (reserves)				£1,999.31				
Total	£32,471.56	£12,240.03	37.69%	£22,689.64	69.88%			