

COGENHOE & WHISTON PARISH COUNCIL

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Minutes of the Council Meeting of Cogenhoe & Whiston Parish Council held on **Monday 2nd March 2020** at 7.30pm in **Cogenhoe & Whiston Village Hall, York Avenue, Cogenhoe, NN7 1NB.**

207. Open forum

- No members of the press or public attended the meeting.

208. To receive and accept apologies for absence.

Apologies for absence were received and accepted from
Cllr Darby & Cllr Usher.

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

CCllr Michael Clarke & DCllr Steven Hollowell also attended the meeting.

DCllr Carole Clarke sent her apologies.

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

Cllrs Bailey, Grubb & Scott declared an interest in item 218. They left the room during its discussion.

210. To sign the minutes of the meeting held on **3rd February 2020.**

The **minutes** of the meeting held on **3rd February 2020** were **signed.**

211. Matters arising from previous minutes (for information only)

-Street doctor updates;

<p>6.2.19 964438 Reopened 1816254</p>	<ul style="list-style-type: none"> • Problem: Roads • Description: Highway Condition • Street/Town: Whiston Road,Cogenhoe And Whiston • Location: access road, Whiston Rd • Details: Road surface is in very poor condition, it is used for access for transport for adults with learning / physical disabilities / wheelchairs etc 	<p>8.2.19 Works ticket has been raised and will be completed within 2 months.</p>
<p>11.2.19 964852</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.</p>
<p>15.3.19 967386</p>	<p>Problem Details Problem: Vegetation Description: Overgrown/Overhanging Town/Village: Cogenhoe Location: 42 Church Street, Cogenhoe Details: Vegetation is overhanging footpath making it very difficult for pedestrians to use, especially if a vehicle is parked with wheels on pavement which they usually are because of width of road.</p>	<p>20.3.19 site visit will be undertaken, update to follow. 24.3.19 letter to be sent to householder requesting that the vegetation is cut back from footway. Re-visit 30 days after receipt of letter.</p>
<p>13.5.19 1627983</p>	<p>Hedge opposite 9 & 11 Mill Lane, Cogenhoe, NN7 1NA is overgrown and obscuring the streetlight</p>	<p>23.5.19 "Thank you for your enquiry. Once landownership has been established, the landowner will be contacted and requested to cut back the vegetation. State changed to: Investigating"</p>
<p>30/8/19 1764285</p>	<p>Fingerpost sign has been knocked over again,</p>	<p>Works ticket issued. COMPLETED</p>
<p>9.10.19 1798428</p>	<p>Light on public footpath from Church Street to The Piece is obscured</p>	<p>24.10.19 The landowner has been contacted and requested to cut back overhanging vegetation within the next 14 days. A re-visit will then be undertaken.</p>
<p>9.10.19 1798437</p>	<p>Cannot remain on footpath with pushchair due to overhanging vegetation at 46 Church Street</p>	<p>24.10.19 Thank you for your enquiry. The landowner has been contacted and requested to cut back overhanging vegetation within</p>

		the next 14 days. A re-visit will then be undertaken.
9.10.19 1798441	Vegetation is overhanging footpath at 38 Station Rd	28.10.19 The site has been visited and an inspection has identified that the vegetation is privately owned. The owner/occupier has been contacted and requested to cut back overhanging vegetation within 14 days. A re-visit will be undertaken after 14 days to ensure this has work been carried out. 23.1.20 This report has been assessed and a job for repair has been raised. Action scheduled
18.12.19 Re-reported	Pothole outside 21 Church Street	COMPLETED
22.12.19 1901392	Pothole outside 2 Mill Lane	COMPLETED
9.1.20 1928706	2 large potholes outside 32 Church Street, Cogenhoe	COMPLETED
9.1.20 1928712	Footpath from opposite Cottons Farmhouse to corner is overgrown	21.1.20 Thank you for your enquiry. A works ticket will be issued to undertake the necessary works. This will be undertaken within the next 6 months. 24.1.20 This report has been assessed and a job for repair has been raised. Action scheduled.
13.1.20 REP046160	Litter blowing onto road Crow Lane / Hartburn Close	Cleared & netting put up
13.1.20 1935079	Large puddle forms in front of the Sports & Social club every time it rains, meaning you have to step off the pavement into the road to pass.	15.1.20 A works order has been raised and will be completed within 28 days to repair the footway. State changed to: Action scheduled COMPLETED
27.1.20 1962645	Drain cover has become lopsided in pavement creating a trip hazard	COMPLETED

-Update from Clerk on eroded grass verges reported to Highways / email from resident
23.1.20

Meeting held with Highways & 2 residents on 7th February 2020 & pothole repairs raised.

The Clerk **reported** that a meeting had been held to discuss the erosion of the village green bank. Matthew Clarke from Highways had subsequently advised that the only option was to kerb the area to stop cars mounting the bank, however there were no Highways money available to do this. It was agreed that a quote be obtained to gain an understanding of the

cost involved. He had organised for South Northants Council to road sweep the area to try to remove the mud but unfortunately this had had little effect. It was therefore **agreed** that the village handyman be asked to do this. Action Clerk

Matthew Clarke had also advised that the pot hole repairs that had recently been completed in Church Street were not temporary repairs and it was therefore agreed that a letter of complaint be sent to Gary Kane, Executive Director - Strategic Delivery and Transformation at Northamptonshire County Council to express the council's concern over the poor standard of these repairs that are already sinking. Action Clerk

-W Adams asked to move the info lectern. - NOTED

-Information lectern now installed, and grant claim form submitted to SNC for repayment.- Payment now received - NOTED

212. Police Matters.

Crime Stats December 2019 3 crimes

Crime on or near Sharmans Close	Anti-social behaviour (1) Includes personal, environmental and nuisance anti-social behaviour	Details, case timelines and current statuses are not provided for anti-social behaviour.
Crime on or near The Piece	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 Watts Close	Vehicle crime (1) Includes theft from or of a vehicle or interference with a vehicle	Under investigation



13.2.20

Burglary – Cogenhoe

There has been a report of a burglary to an outbuilding on Station Road, Cogenhoe whereby suspect(s) have forced entry and stolen various items from within.

This happened between 11:15pm on Wednesday 12th February and 6:15am on Thursday 13th February 2020.

213. To receive reports from County & District Councillors

-CCllr Michael Clarke reported that this year's county council budget would be balanced and that the budget for 2020/21 had now been approved; this would include a 4.5% spending increase, and as a consequence council tax bills would rise by 3.99%. The priority was now

to leave the county council finances in a fit state for the 2 new unitary authorities and £40m of reserves would be divided between them. He also reported that there are ongoing problems with Children's services but that the most recent government inspector was having some effect and that plans for the new Children's Trust were well underway.

- DCllr Steven Hollowell reported that South Northants Council had also adopted a balanced budget for 2020/21. He encouraged residents & parish councillor's to consider standing for the new unitary authority as at present it could be that we will not have a unitary authority councillor living in the ward to represent local views. He also urged resident's not to leave old appliances and scrap metal in their front gardens as this attracts vehicles to 'cruise' around the village and is also very unsightly. Large items can be collected by SNC <https://www.southnorthants.gov.uk/info/10/rubbish-and-recycling/8/bulky-waste-collections>

214. Chairman's Report

VE Day celebrations

Request to spend £250 on event.

-The Chairman **reported** that a small group had been formed to organise VE Day celebrations for the village on Friday 8th May 2020, showing of a film by the rural cinema and a tea provided by the WI was planned. So that these events could be provided free of charge he asked for a grant of £250 to cover the costs. This was **approved**.

-He also **reported** that the youth group will soon be without volunteers to run it, so he had sought a quote from a group affiliated to Northamptonshire Association of Youth Clubs who would potentially run the group, he would present this to the Parish Council at the next meeting.

-Cllr Bailey **reported** that plans for the Party in the Park event on 11th July 2020 were moving forward and there would be the DJ from last year, a craft fair, stalls and a hog roast.

-Cllr Bailey **reported** that the Village Hall management committee have organised extensive tree work to the playing field tress, in particular, the poplars which need reducing in height by some 50%. The cost of these works is being met by the Village Hall management committee.

215. Development & Planning

215.1 Applications Received

Cllr Scott declared an interest in this item which was discussed at the end of the meeting held on 3.2.20 (he was permitted to remain in the room during its discussion).

Application No. S/2020/0089/FUL - NOTED

Proposal

Retrospective planning application for 2 storey residential property

Location

The Gables 14A Whalley Grove (Rear of 78 Station Road) Cogenhoe NN7 1NY

Due to timing of this application, delegated powers were used-

‘The Parish Council still objects to this application for the following material considerations.

Layout & density - the plot is overdeveloped by the size of this dwelling & the house is not in keeping with the size & scale of the surrounding dwellings.

Loss of privacy - the 3 large dormers are too large for the plot size and cause a loss of privacy to neighbours.

Design - the house looks top heavy with the 3 dormers and building materials are not in keeping with surrounding properties making it detrimental to the street scene / character of area.’

Application No.

S/2020/0130/TPO - NOTED

Proposal

Works to TPO tree (07/1986) 1no. Scots Pine, (middle tree of 3no.) remove lower branch

Location

4 Bramley Close Cogenhoe NN7 1LY

Due to timing of this application, delegated powers were used-

‘No objections’

215.2 Applications Determined

S/2019/2330/FUL & LBC – APPROVED - NOTED

Proposal: Renovation of 10-12 Mill Lane including a small ground floor extension and forming a single dwelling from the two addresses.

10-12 Mill Lane Cogenhoe NN7 1NA

215.3 Other Planning matters

-Breach of planning control reported ref E/ 2020/0007 Cogenhoe Mill – drainage ditch

No update to date. - NOTED

-South Northamptonshire Local Development Order (LDO) – Consultation – comments by 17th January 2020.

<https://www.southnorthants.gov.uk/consultation>

Comments submitted by email 4.2.20 - NOTED

Having looked at this proposal and understanding the principal behind it, the parish council would like to know what the inspection and monitoring of these orders will be? Who and how will the building be checked against the order?

216. Financial matters

216.1 Income

5.2.20	SNC	NHB grant lectern	£1,341.32
6.2.20	NCC	Mowing grant	£765.59

216.2 Expenditure

Date	Chq No	Payee	Details	Amount	VAT	Payable under power
26.1.20	149507652	W Adams	Info lectern install	£71.57		Localism Act 2011 ss1-8
25.2.20		DDR	Total Gas & Power	£171.89	£33.55	Localism Act 2011 ss1-8
28.2.20	660900952	D Rush	Salary	£614.42		Localism Act 2011 ss1-8
		HMRC	PAYE	£10.62		Localism Act 2011 ss1-8
3.3.20	533968508	D Rush	Expenses	£51.00		Localism Act 2011 ss1-8
3.3.20	363347557	Wellingborough Norse	Dog Bins	£374.40	£62.40	Localism Act 2011 ss1-8
3.3.20	771482234	Aylesbury Mains	Light repairs	£238.32	£39.72	Localism Act 2011 ss1-8

The balance in the Current Account stands at £9,810.40(assuming all cheques presented).

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

Action Clerk

216.3 Income Received – Village Hopper £5687.07

15.1.20			
29.1.20	w/c 20/1/20		£344.09
3.2.20	w/c 27.1.20		£396.31
18.2.20	NCC		£2,649.68
	SNC Grant		£1,066.78
13.2.20	VAT		£572.74
12.2.20	w/c 3/2/20		£371.21
	w/c 10/2/20		£286.26

216.4 Expenditure – Village Hopper

Date	Chq No	Payee	Details	Amount	VAT	Payable under power
27.1.20	148330483	Longmarsh	Relief vehicle	£1,026.00	£171.00	Localism Act 2011 ss1-8
2.2.20		DDR	Premium Credit	£86.53		Localism Act 2011 ss1-8
15.2.20		DDR	Fuel Genie	£1,399.94	£233.31	Localism Act 2011 ss1-8
17.2.20		DDR	Arval	£941.82	£156.97	Localism Act 2011 ss1-8
21.2.20		STO	Tixiom	£48.00	£8.00	Localism Act 2011 ss1-8
28.2.20	478901225		Wages	£2,902.13		Localism Act 2011 ss1-8
28.2.20	562742422	Longmarsh	Vehicle Hire	£321.89	£53.65	Localism Act 2011 ss1-8
		HMRC	PAYE	£711.79		Localism Act 2011 ss1-8
		DDR	Nest	£229.37		Localism Act 2011 ss1-8

The balance in the Current Account stands at £4,097.17(assuming all cheques presented).

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

Action Clerk

216.5 Correction to D Rush Expenses payment 3.2.20 should be £43.40 - NOTED

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

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

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

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

216.8 To **consider virement to budget**

-To transfer remaining £2430 in grant budget to reserves earmarked for set-up of parish office costs if approval is given to Parish Council taking over the running of the Village Hall.

It was **proposed** and **resolved** that this be **approved**. (amount reduced to £2180 to allow for grant for VE Day Celebrations)

216.9 To **consider** grant application Party in the Park £400 – this application was withdrawn

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

-To receive usage figures for February

-Cllr Cunnington **reported** that there had been 5891 visits to the website during February.

It was suggested that the positive comments that have been received about the Village Hopper bus service be added to the website page.

Action Clerk

218. **Village hall**

Proposal

-that the Parish Council agrees in principle to the request as stated in section 15 of the document circulated to councillors-

Cogenhoe and Whiston Parish Council take over the running of the Village Hall & Playing Field subject to the Council agreeing to follow the aims of the original Trust Deed as much as is possible and that.

1 The Village Hall and Playing Fields continue to be run for the benefit of the inhabitants of Cogenhoe and Whiston and.

2 The Parish Council agree not to sell or lease any of the buildings or land unless agreed to by a majority of electors at a Parish Meeting properly convened under the Local Government Act 1972 and.

3 The new Committee will include non-Parish Councillors and the Council will also set up a User's Group to represent the interests and views of the regular users of the Village Hall.

This resolution was agreed by the Village Hall Management Committee at their last Committee meeting. (Jan 2020).

Cllrs Bailey, Grubb & Scott had declared an interest in this item. Cllr's Grubb & Scott left the room followed by Cllr Bailey after he had answered some questions on the proposal.

It was **proposed** and **resolved** that in principal, and subject to the approval of village residents at the Annual Parish Meeting that this be **approved**.

219. Village Hopper

-Parish Council review meeting Monday 17th February 2020

Updated from Clerk / Chairman

-The Clerk **reported** that positive feedback had been received at the meeting. A couple of minor points had been discussed and a solution found to accommodate requests from Great Houghton Parish Council.

220. DMMO claimed footpath Station Rd to York Avenue

-Update from Clerk

The Clerk **reported** that an encouraging initial response had been received from the developer about this.

221. Streetlighting

-Update from Clerk, claim against NCC re damaged lamp on Station Rd.

Letter sent to all residents living behind the beech hedge, no response.

-Update from Clerk on damaged lamp opposite 15 Station Rd.

The Clerk **advised** that as the insurance excess was £250 against the repair costs of £405 & £235 it was not worth the increase in premium that would result if an insurance claim was made. This was **agreed**.

222. Cogenhoe Mill Holiday Park

-Request to follow up inspection with licensing authority received from residents of Mill Lane.

Reply received 4.2.20

-The Clerk **advised** that SNC licensing had confirmed that inspection takes place on a 3-year cycle unless there are any complaints received from residents of the park - NOTED

223. Village pavements

-Request from Cllr Scott to consider state of village pavements.

Cllr Scott **reported** that there were several areas of pavement in the village that were in a very poor state of repair. It was **agreed** that he would forward photographic evidence & addresses so that they could be reported to Fix my Street.

Action Cllr Scott & Clerk

224. Correspondence Issued

-Response to Heritage Society re declined grant - NOTED

-Response to resident re overhead power cables - NOTED

17.2.20 Email resident re fence panels blocking public footpath

It was **reported** that this fence has now been made safe.

225. Correspondence Received (in addition to listed above)

7.2.20 Email Information on Parish Elections (forwarded 10.2.20)

10.2.20 Email Membership Satisfaction Survey 2020 council & councillors (forwarded 11.2.20)

Council response submitted 18.2.20

13.2.20 Email West Northamptonshire - Strategic Land Availability Assessment Methodology – Technical Consultation Document (forwarded 18.2.20)

Response by 27/3/20

It was **agreed** no response was required to this consultation.

20.2.20 Email NACRE The Village Viewpoint - Winter 2019/20 Edition

(VH Hopper entry corrected) Forwarded 20.2.20

21.2.20 Email Wellingborough Borough Council

Rural Exceptions Sites SPD will be available for you to view and comment between the following dates:

Start date: 21/02/20 08:00

End date: 03/04/20 17:00

Please select the following link to view this event:

https://wellingborough-consult.objective.co.uk/portal/spds/rural_exceptions_sites_spd

It was **agreed** no response was required to this consultation.

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

-Cllr Cunnington **reported** that a very successful bat & bird box making event had been held at the Pocket Park, a working party would now be organized to put these up. Thanks, were expressed to Sue Carverhill for organising this event.

-Comment was made about the amount of fly-tipping along Brafield Road, this has already been reported to SNC but it would be chased for action. **Action Clerk**

-The Clerk **reported** that a resident had emailed to advise that the allotments plots at Roe Farm are being withdrawn and to register his interest for any future plots in the village – NOTED
-The Chairman **reported** that a further grant of £10,000 had been secured for the play area renovation project and that the council (on behalf of the Playing Field Management Committee) are through to the second round of the BIFFA grant application process.

227. Meeting Closed & date of Next Meeting

There being no further business the meeting closed at 8.50pm

Date of Next meeting

Monday 6th April 2020, 7.30pm – Cogenhoe & Whiston Village Hall

Annual Parish Meeting – Wednesday 22nd April 6.45pm (beginning with the Village Hall proposal)



Deborah Rush

Parish Clerk

3.2.2020

Appendix 1

Cogenhoe & Whiston PC		19.2.20		
Bank Reconciliation				
Total receipts			£36,036.83	
less				
Total payments			£33,713.04	
				£2,323.79
Plus opening balances				£28,185.10
				£30,508.89
Bank accounts				
Current AC				£11,282.16
plus				
Business Prem AC				£20,034.77
				£31,316.93
Plus credits not yet showing				
Less unpresented cheques				
DDR	Total Gas & Power	Electricity	£171.89	
	D Rush	Salary	£614.42	
	HMRC	PAYE	£21.73	
			£808.04	£808.04
				£30,508.89

(Lasting legacy monies held on behalf of village)

£2,939.65 held in business prem ac

Community Infrastructure Monies

Allocation	1	£9,142.50
Column replacement		£1,050.00
Noticeboards		£3,021.75
Allocation	2	£ 204.00

Allocation	3	£ 601.55
Bus start-up costs		£ 600.00
Repeater speed signs		£ 742.81
Bus shelter		£ 3,861.50
Bus stop signs		£ 312.00
Balance		£ 359.99

Appendix 2

Cogenhoe & Whiston PC	VH		20.2.20
Bank Reconciliation			
Total receipts		£60,365.00	
Total payments		£71,672.72	-£11,307.72
Plus opening balances			£15,404.89
			£4,097.17
Bank accounts			
Current AC			£7,014.79
Plus credits not yet showing			
	SNC Grant	£1,066.78	
	w/c 10/2/20	£286.26	
		£1,353.04	£1,353.04
Less unrepresented pymts			
	Tixiom	£48.00	
	Wages Feb	£2,902.13	
	HMRC	£1,320.53	
		£4,270.66	£4,270.66
			£4,097.17