

COGENHOE & WHISTON PARISH COUNCIL

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Minutes of the Council Meeting of Cogenhoe & Whiston Parish Council held on Monday 3rd February 2020 at 7.30pm in Cogenhoe & Whiston Village Hall, York Avenue, Cogenhoe.

187. Open forum

No members of the press or public attended the meeting.

188. To receive and accept apologies for absence.

Apologies for absence were received and accepted from

Cllr Grubb & CCllr Michael Clarke.

Present;

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

Cllr Usher did not attend the meeting.

189. 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 196.7 (he was permitted to remain in the room during its discussion).

190. To sign the minutes of the meeting held on 10th January 2020.

The **minutes** of the meeting held on 10th January 2020 were **signed**.

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

-Street doctor updates;

6.2.19 964438	<ul style="list-style-type: none">• Problem: Roads• Description: Highway Condition	8.2.19 Works ticket has been raised and will be completed within 2 months.
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Reopened 1816254	<ul style="list-style-type: none"> 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 	
11.2.19 964852	<p>Problem: Vegetation</p> <p>Description: Weeds</p> <p>Street/Town: Cogenhoe Road,Cogenhoe And Whiston</p> <p>Location: The Avenue, Whiston, road as you drive into Whiston from Whiston Road</p> <p>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</p> <p>Tree report will be undertaken by an Arboriculturalist, any recommendations will be added to tree works programme.. Referred to Jayne Hawtin.</p>
15.3.19 967386	<p>Problem Details</p> <p>Problem: Vegetation</p> <p>Description: Overgrown/Overhanging</p> <p>Town/Village: Cogenhoe</p> <p>Location: 42 Church Street, Cogenhoe</p> <p>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</p> <p>site visit will be undertaken, update to follow.</p> <p>24.3.19</p> <p>letter to be sent to householder requesting that the vegetation is cut back from footway. Re-visit 30 days after receipt of letter.</p>
13.5.19 1627983	<p>Hedge opposite 9 & 11 Mill Lane, Cogenhoe, NN7 1NA is overgrown and obscuring the streetlight</p>	<p>23.5.19</p> <p>"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>
30/8/19 1764285	<p>Fingerpost sign has been knocked over again,</p>	<p>Works ticket issued.</p>
9.10.19 1798428	<p>Light on public footpath from Church Street to The Piece is obscured</p>	<p>24.10.19</p> <p>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>
9.10.19 1798437	<p>Cannot remain on footpath with pushchair due to overhanging vegetation at 46 Church Street</p>	<p>24.10.19</p> <p>Thank you for your enquiry. 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>

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
9.10.19 1798444	Hedge opposite Claylands has been cut back by Highways but weeds still make it difficult to use the footpath	24.10.1 Thank you for your enquiry. A works ticket will be issued to treat the weeds, this work will be undertaken within the next 6 months.
27.11.19 1865044	Church Street Whole street is in very poor state of repair / many potholes / poor condition The street is full of potholes & surface is in very poor state of repair.	28.11.19 Thank you for your enquiry. A works order has already been raised and will be completed within 28 days to repair the potholes. State changed to: Action scheduled
18.12.19 Re-reported	Pothole outside 21 Church Street	
22.12.19 1901392	Pothole outside 2 Mill Lane	
9.1.20 1928706	2 large potholes outside 32 Church Street, Cogenhoe	
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	
13.1.20 1935084	Cracked footpath which is allowing vegetation to grow through The vegetation is causing a trip hazard on the footpath. York Avenue	Thank you for your enquiry. site has been visited and currently there are no safety defects found at time but this location will be monitored through highway safety inspections. State changed to: No further action

13.1.20 1935079	Large puddle forms in front of the Sports & Social club everytime 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
23.1.20 1956225	Footpath has sunk outside 19 The Piece Footpath has sunk meaning large puddle forms after rain making it difficult to access the public footpath from The Piece to Church Street.	27.1.20 Thank you for your enquiry. Site has been visited and currently the defect doesn't meet ncc investigatory levels, location will be monitored through highway safety inspections. State changed to: No further action
27.1.20 1962645	Drain cover has become lopsided in pavement creating a trip hazard	

Comment was made that the recent pothole filling on Church Street had not been done to a very high standard with the edges not being sealed, this would mean that water could seep into the wholes again and then when it freezes cause the hole to break up. This would be raised with Highways. Action Clerk

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

The Clerk reported that a meeting was taking place with Highways on 5th February 2020 to look at this problem.

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

Some discussion took place that the map was the 'wrong way round', this is because when the map was commissioned it was planned to be cited on the other side of the road. It was therefore **agreed** that a better location for the information lectern would be on the grass area at the end of Whalley Grove. This would not obstruct the vision of any junction which had been Highway's objection to erecting it on the grass area by The Piece. Action Clerk

192. Police Matters.

Crime Stats November 2019 2 crimes

Crime on or near The Claylands	Violence and sexual offences Includes offences against the person such as common assaults, Grievous Bodily Harm and sexual offences	Under investigation
Crime on or near Parking Area Whiston Road	Criminal damage and arson (1) Includes damage to buildings and vehicles and deliberate damage by fire	Investigation complete; no suspect identified



-Suspicious behaviour reported by resident 20.1.20. Details added to website / facebook

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

There was no attendance by county or district councillors.

194. **Chairman's Report**

-The Chairman reported that at the recent meeting of the Village Hall Committee, it was agreed that subject to approval of residents, the Parish Council will be asked to take on the day to day running of the hall. Residents will be invited to a meeting to vote on this on Wednesday 22nd April at 7pm (followed by the Annual Parish Meeting). Cllr Bailey will circulate a document outlining the proposal to all councillors for their consideration before the next meeting when a formal proposal will be made and voted on. **Action Cllr Bailey**

195. **Development & Planning**

195.1 **Applications Received**

-None

195.2 **Applications Determined**

S/2019/2220/TPO – APPROVED - NOTED

Proposal : Works to TPO group of trees (TPO 08/2002) Tree to reduce by 4 metres. Tree 424, reduce by 4-5 1 The Claylands metres in height, 2 additional trees (no tags) to be reduced in height by 5 metres.

1 The Claylands Cogenhoe NN7 1L

S/2019/2255/FUL – APPROVAL - NOTED

Single storey rear extension and demolition of rear conservatory

6 Brafield Road Cogenhoe NN7 1ND

S/2019/2373/TCA – NO OBJECTIONS - NOTED

T1 Norway Spruce - Section fell as close to ground level as possible.

Manor Farm Barn 1 Manor Court Cogenhoe NN7 1LP

19/00056/WASFUL – APPROVAL WITH CONDITIONS - NOTED

Eastern extension to the existing operational waste transfer station as well as the establishment of an additional car park to the south of the internal access road at Waste Transfer Station, Lower Ecton Lane, Northampton, Northamptonshire NN3 9BX

195.3 Other Planning matters - NOTED

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

-South Northamptonshire Local Development Order (LDO) – Consultation – comments by 17th January 2020.(date extended to 10/2/20)

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

It was **agreed** that comments would be submitted to this consultation asking what the monitoring process would be for developments granted a Local development Order?

Action Clerk

196. Financial matters

196.1 Income

Interest £20.18

196.2 Expenditure

Date	Chq No	Payee	Details	Amount	VAT	Payable under power
13.1.20	42517522	Aylesbury Mains	Lamp removal	£132.00	£22.00	Localism Act 2011 ss1-8
13.1.20	731720546	W J Adams	Noticeboard fitting	£32.00		Localism Act 2011 ss1-8
13.1.20	9356577	Wellingborough Norse	Grass	£266.91	£44.49	Localism Act 2011 ss1-8
13.1.20		VHMC	Hall hire	£48.00		Localism Act 2011 ss1-8
13.1.20		SLCC	membership clerk	£80.50		Localism Act 2011 ss1-8
15.1.20	408929558	Greenbarnes	Info lectern	£1,410.07	£235.02	Localism Act 2011 ss1-8
15.1.20	510922452	2Commune	Domain Name	£180.00	£30.00	Localism Act 2011 ss1-8
15.1.20	748547839	European Electronique	PC package	£393.13	£65.52	Localism Act 2011 ss1-8
31.1.20	195777247	D Rush	wages	£614.42		Localism Act 2011 ss1-8
		HMRC	PAYE	£11.11		Localism Act 2011 ss1-8
31.12.19		Unity	Service charge	£18.00		Localism Act 2011 ss1-8
4.2.20	14744717	D Rush	Expenses	£45.00		Localism Act 2011 ss1-8
4.2.20		Ladywell accountancy	Payroll costs	£47.75		Localism Act 2011 ss1-8

The balance in the Current Account stands at £9235.71 (assuming all cheques presented).

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

Action Clerk

196.3 Income Received – Village Hopper £7287.54

Buzzcard	£83.31
w/c 9/12/19	£361.18
BOGS	£709.55
w/c 16/12/19	£250.35
BOGS	£253.39
w/c 23/12/19	£130.28
w/c 30/12/19	£238.84
VAT	£538.66

NCC	£2,918.32
SNC Grant	£1,007.06
w/c 6./1/20	£484.09
w/c 13/1/20	£312.53

196.4 Expenditure – Village Hopper

Date	Chq No	Payee	Details	Amount	VAT	Payable under power
2.1.20	DDR	Premium Credit	Insurance	£86.53		Localism Act 2011 ss1-8
13.1.20	829287425	Longmarsh	Vehicle Hire	£505.87	84.31	Localism Act 2011 ss1-8
15.1.20	DDR	Fuel Genie	Fuel Card	£914.95	£152.46	Localism Act 2011 ss1-8
15.1.20	DDR	Arval	Lease	£941.82	£156.97	Localism Act 2011 ss1-8
21.1.20	STO	Tixiom	Ticket machine	£48.00	£8.00	Localism Act 2011 ss1-8
31.1.20			Wages	£2,758.13		Localism Act 2011 ss1-8
		HMRC	PAYE	£608.74		Localism Act 2011 ss1-8
31.1.20		Unity	service chg	£18.00		Localism Act 2011 ss1-8
31.12.20	DDR	Right FuelCard	card chg	£1.20		Localism Act 2011 ss1-8
10.2.20		Nest	Pensions	£213.62		Localism Act 2011 ss1-8
5.2.20		300017 Ladywell accountancy	payroll costs	£143.25		Localism Act 2011 ss1-8
5.2.20	501016599	D Rush	expenses	£32.40		Localism Act 2011 ss1-8

The balance in the Current Account stands at £6088.57 (assuming all cheques presented).

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

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

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

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

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

196.7 To **consider** grant application from Cogenhoe & Whiston Heritage Society for Community info Board on Playing Field cost £550 (including VAT & installation).

Following some discussion, it was **agreed** by majority vote that another noticeboard was not required. This grant would therefore be declined. **Action Clerk**

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

-To receive usage figures for January

Cllr Cunnington **reported** that there had been 4427 visits to the website in January, the busiest month to date.

198. Dog Bins

-Quote received from Wellingborough Norse for replacing bin on Short Lane (damaged) £280. As this was revenue expenditure it was approved by the Chairman & Clerk - NOTED

-Could be paid from CIL monies?

It was **agreed** that this cost be paid for from CIL monies.

199. Village Hopper

-Update on breakdown issues

The Clerk **reported** that the bus was now repaired, an ongoing claim against Ford is still being pursued.

-Parish Council review meeting provisionally booked for Monday 17th February 2020 -
NOTED

200. DMMO claimed footpath Station Rd to York Avenue

-Update from Clerk / Chairman

The Clerk **reported** that following some further discussion and advice from DCllr Hollowell the developer of the old garage had been invited to consider creating a new footpath under Section 25 of the Highways Act 1980 to run from Station Road to York Avenue. The trustees of the sports and social club had also been invited to be involved in this as it would benefit them also, as the current 'public path' carves up the potential development site of the club & car park. If this was agreed to, the Parish Council would not proceed with a request to have the currently used public footpaths added to the definitive map. South Northants Council have been advised of this so that they can consider it as part of the planning process for the old garage site.

201. Streetlighting

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

-The Clerk reported that the council believed that the Highways contractors, who had cut the beech hedge, had damaged the streetlamp opposite Claylands. The lamp has been repaired but the Parish Council were now trying to recover the cost from Highways who are denying cutting the top of the hedge. If any residents witnessed the hedge being cut or the lamp being damaged in October 2019 please contact the Clerk. A letter would be circulated to residents who live in the area to ask if they had witnessed anything. **Action Clerk**

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

The Clerk also reported that the lamp opposite 15 Station Rd that had been hit by a lorry had now also been repaired.

-Request from resident to consider 'Cogenhoe overhead power lines replaced by underground cables'.

This request had been enquired about before and advice sought from Western Power who had advised that they no longer like to place cables underground as it makes it more difficult for repairs. Clerk to advise resident. **Action Clerk**

202. Cogenhoe Mill Holiday Park

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

It was **agreed** that the Clerk would ask SNC Licensing if the annual inspection had been carried out? Action Clerk

-Request to investigate changing postcodes for residents of Mill Lane.

The Clerk **reported** that this was not something NCALC could advise on. - NOTED

203. Correspondence Issued

Precept demand submitted to SNC 13.1.20 - NOTED

Section 136 LGA agreement returned to Highways (Urban grass cutting agreement) - NOTED

204. Correspondence Received (in addition to listed above)

27.1.20 Planning Roadshow 2nd April 2020

Great Houghton village hall starting at 7.00 pm, with light refreshments from 6.30 pm.

Unitary Authorities - Learning from Experience

- two speakers with current experience of working closely with the Manchester unitary authority, together with the deputy leader of Northamptonshire County Council.

Cllrs Darby & Packer **agreed** to attend this on behalf of the council. Clerk to book places.

Action Clerk

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

-The Clerk reported that she had attended the recent Clerk's forum where an update had been given about Local Government Reform, whilst the statutory change orders had still not been laid in Parliament it was expected that this would happen in February. Work was continuing at pace to form the 2 new unitary authorities with 13 program boards working towards proposals for the services for the new authorities. Elections are due for the new shadow authority in May 2020, councillors will serve 11 months to the shadow authority then a further 4 years to the new unitary authority. There will also be elections for the Parish Council in May 2020 and nominations must be received by South Northants Council by 8/4/20. Residents are urged to consider if this might be a role they would consider taking on. Please contact the Clerk for further details. A leaflet will be circulated to all residents to promote this important role.

-Cllr Darby **reported** that she had closed the Cogenhoe & Whiston Diamond Jubilee Committee bank account and the balance of £19.50 was passed to the Party in the Park committee.

206. Meeting Closed & date of Next Meeting

Monday 2nd March 2020, 7.30pm – Cogenhoe & Whiston Village Hall

Deborah Ruon

Appendix 1

Cogenhoe & Whiston PC		3.2.20		
Bank Reconciliation				
Total receipts			£33,929.92	
less				
Total payments			£32,844.54	
				£1,085.38
Plus opening balances				£28,185.10
				£29,270.48
Bank accounts				
Current AC				£9,816.95
plus				
Business Prem AC				£20,034.77
				£29,851.72
Plus credits not yet showing				
	TFR from VH			£675.70
Less unrepresented cheques				
	HMRC	PAYE	£11.11	
	D Rush	Wages	£614.42	
	TFR VH		£538.66	
	D Rush	Expenses	£45.00	
	Ladywell accountancy	Payroll costs	£47.75	
			£1,256.94	£1,256.94
				£29,270.48

(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

APPROVED

Appendix 2

Cogenhoe & Whiston PC		VH		3.2.20
Bank Reconciliation				
Total receipts			£54,677.93	
Total payments			£63,994.25	-£9,316.32
Plus opening balances				£15,404.89
				£6,088.57
Bank accounts				
Current AC				£5,578.22
Plus credits not yet showing				
	VAT		£538.66	
	NCC		£2,918.32	
	SNC		£1,007.06	
	w/c 13/1/20		£312.53	
			£4,776.57	£4,776.57
Less unrepresented pymts				
	TFR CWPC		£675.70	
STO	Tixiom	Ticket machine	£48.00	
	HMRC		£608.74	
		Wages	£2,758.13	
	Ladywell accountancy	payroll costs	£143.25	
	D Rush	expenses	£32.40	
			£4,266.22	£4,266.22
				£6,088.57