

COGENHOE & WHISTON PARISH COUNCIL

Clerk: Deborah Rush
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Minutes of the **Council Meeting** of Cogenhoe & Whiston Parish Council held on **Tuesday 3rd January 2017** at **7.30pm** in **The Village Hall, York Avenue, Cogenhoe, NN7 1NB.**

157. Open forum

No members of the press or public attended the meeting.

158. To receive and accept apologies for absence.

Apologies for absence were received and accepted from Cllr Usher.

CCllr Michael Clarke, DCllr Carole Clarke & DCllr Steven Hollowell also sent their apologies.

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

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

Cllr Bailey (Chairman), Cllr Darby, Cllr Grubb, Cllr Packer, Cllr Scott, Cllr Sher & Cllr Stanton declared a non-statutory disclosable interest in item 171, grant application.

Cllr Grubb declared a non-statutory disclosable interest in item 165.1

160. To sign the minutes of the meeting held on **Monday 5th December 2016.**

The **minutes** of the meeting held on **5th December** were **signed.**

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

-Street doctor updates;

3/2/16 765200	Whiston Rd	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="background-color: #d3d3d3;">Problem Details</th> </tr> <tr> <td>Problem: Drains</td> </tr> <tr> <td>Description: Blocked/Damaged</td> </tr> <tr> <td>Street/Town: Whiston Road, Cogenhoe And Whiston</td> </tr> <tr> <td>Location: Whiston Road, Cogenhoe (where the stream goes under the road)</td> </tr> <tr> <td>Details: The culverts that carry the water under the road are cracked/damaged with the potential for flooding</td> </tr> <tr> <td>Easting: 483433.74615766</td> </tr> </table>	Problem Details	Problem: Drains	Description: Blocked/Damaged	Street/Town: Whiston Road, Cogenhoe And Whiston	Location: Whiston Road, Cogenhoe (where the stream goes under the road)	Details: The culverts that carry the water under the road are cracked/damaged with the potential for flooding	Easting: 483433.74615766
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Easting: 483433.74615766									

		<p>Northing: 260612.24279795</p> <p>Under Investigation. Referred to Trevor Gray.</p> <p>No problem identified</p> <p>No Action Necessary.. Referred to Ray Price.</p> <p>Resolved. Scheme for repair in 2016/17 business plan. Referred to Ray Price.</p>
13/3/16 769415	Station Rd/Short Lane	<p>Problem: Kerbs</p> <p>Description: Dropped Kerb Request - Public</p> <p>Street/Town: Station Road,Cogenhoe And Whiston</p> <p>Location: Junction with Station Rd / Short Lane</p> <p>Details: A resident in a wheelchair has asked if a dropped kerb could be installed at the end of this footpath so that he can access the pub. At present he has to complete his journey from the current dropped kerb further back on Station RD, on the road, which is very busy.</p>
19/5/16 802741	<p>Whiston – Denton Rd</p> <p>Puddles forming after rainfall, drains not capturing water.</p>	<p>inspected 23/05/16, to be inspected during rainfall.. Referred to Trevor Gray.</p> <p>Call closed 23/5/16</p> <p>Re-opened 21/7/16</p> <p>The report has been updated with the following information -</p> <p>inspected 23/05/16, to be inspected during rainfall.. Referred to Trevor Gray.</p> <p>The report has been updated with the following information -</p> <p>Under Investigation. Referred to Trevor Gray.</p>
8/6/16 804354	<p>Problem: Sign</p> <p>Description: Obscured by vegetation</p> <p>Street/Town: Station Road,Little HoughtonStation Road,Little Houghton</p> <p>Location: Western end of Station Rd, junction</p> <p>Details: The hedge has been cut back but not around the sign which mean it is now obscured.</p>	<p>Work Instructed: works instructed and will be undertaken within 4 months.. Referred to Trevor Gray.</p>
21/6/16 817062	<p>Problem: Drains</p> <p>Description: Blocked/Damaged</p> <p>Street/Town: York Avenue,Cogenhoe And Whiston</p> <p>Location: Between Village hall & Cogenhoe Primary School, York Avenue, Cogenhoe</p> <p>Details: Storm drain appears to be blocked which causes footpath to be flooded when there is heavy rain</p>	<p>24/6/16</p> <p>Work Instructed: system will be jetted at next cyclic visit</p> <p>08-NOV-2016 11:23 Work Complete. Referred to Trevor Gray.</p> <p>Re-opened 12.12.16</p>

<p>6/10/16 837350</p>	<p>Problem: Drains</p> <p>Description: Blocked/Damaged</p> <p>Town/Village: Cogenhoe</p> <p>Location: drain outside 22 Whiston RD, Cogenhoe</p> <p>Details: Some jetting work was recently completed, observed by a councillor, but this drain was missed completely as it has been before and this area floods in heavy rainfall.</p>	<p>07-OCT-2016 10:42 gullies to be cleansed on routine gully emptying programme. Referred to Trevor Gray.</p>
<p>24/10/16 840019</p>	<p>Problem: Footway/Footpath</p> <p>Description: Damaged/Cracked</p> <p>Street/Town: Cogenhoe And Whiston</p> <p>Location: outside 28 Orchard Way, Cogenhoe</p> <p>Details: footpath is damaged & uneven, caused by builders lorries / skip deliveries</p>	<p>4-OCT-2016 14:11Received.25-OCT-2016 11:54Now Referred to Richard Malyszewicz.26-OCT-2016 07:00works to be completed within 2 months. Referred to Richard Malyszewicz.</p>
<p>8/12/16 848159</p>	<ul style="list-style-type: none"> • Problem: Pedestrian/Crash Barriers • Description: Damaged/Missing • Street/Town: Whalley Grove,Cogenhoe And Whiston • Location: End of Whalley Grove footpath / Station Rd end • Details: The pedestrian barrier has bars broken which means that children can play in them / potentially get stuck / injured. 	
<p>8/11/16</p>	<ul style="list-style-type: none"> • Problem: Sign • Description: Obscured by vegetation • Street/Town: York Avenue,Cogenhoe And WhistonOrchard Way,Cogenhoe And Whiston • Location: York Avenue, Cogenhoe, as you approach the school • Details: The school warning sign is covered in 	

	ivy, obscuring it.	
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-Update from Clerk re Billing Causeway speeding issues (letter sent to P&CC) – response received 16.11.16, further email 12.12.16, replied to 13/12/16, further email 19/12/16.

The Clerk **reported** that the Police & Crime Commissioner, Stephen Mold had raised the issue of the speed limit with Cllr Ian Morris the cabinet member for Transport. A response was awaited.

-Update re Station Rd development, reinstatement of footpath.

The Clerk **reported** that reinstatement of the footpath was due to take place w/c 9/1/17.

-Update from Clerk re meeting with dog warden.

The Clerk **reported** that the dog warden had visited the village and installed warning signs in areas where dog fouling had been reported; the areas would be kept under surveillance.

-Update re village sign refurb

The Clerk **reported** that the sign refurbishment had been delayed due to staff shortages but should take place in the spring.

162. Police Matters.



Twitter mentions;

Cogenhoe, Victoria Rd, vehicle entered and a considerable number of tools taken. 12-13 Dec overnight. If you have any info call the police 101 **NOTED**

-Crime statistics update October 2016 – Clerk (details from www.police.uk) 5 crimes - **NOTED**

October 2016		
Crime on or near St Peters Way	Anti-social behaviour	

Crime on or near Station Road	Violence and sexual offences	Under investigation
Crime on or near Victoria Road	Criminal damage and arson x 2	Investigation complete; no suspect identified Investigation complete; no suspect identified
Crime on or near Short Lane	Other theft	Investigation complete; no suspect identified

163. To receive reports from County & District Councillors

Including CCllr M Clarke re Concrete dust **C/F**

There was no attendance by County or District Councillors.

164. Chairman's Report

-Including meeting with school / highways re yellow lines

Cllr Bailey (Chairman) reported that a meeting had been held with the School and Highways to discuss the possibility of putting double yellow lines around the junction of York Avenue / Bramley Close to stop the dangerous parking on the junction. The paperwork had now been submitted for approval for this. He also reported that favourable comments had been received about the Christmas tree; unfortunately the tree had snapped in the high winds but measures will be taken to ensure this can't happen again next year; he thanked the councillors for their help in recovering the tree. Cllr Bailey reported that he had attended the Anglian Water information event on 13th December and that most of the feedback related to concerns over increased traffic movements in an already congested area.

165. Development & Planning

165.1 Planning Applications;

S/2016/3113/FUL 116 Station Rd, Cogenhoe – single storey extension with terrace over raised decking to garden.

It was **proposed** and **resolved** that the following comments be made to this application;

“No objections:

16/00064/MINVOC Whitemills Marina – variation of condition 2

It was **proposed** and **resolved** that the following comments be made to this application;

“No objections:

14/00096/WASFUL Land at Lower Ecton Lane, - variation of conditions 7,8 & 9

It was **proposed** and **resolved** that the following comments be made to this application;

“Cogenhoe & Whiston Parish Council has concerns about this variation request. The village residents already suffer with noise from the site both from machinery & vehicle movements, there is often dust pollution, which we have recently asked to be investigated, and the whole road area

is already severely congested, especially on Thursdays after the Recycling Centre has been closed for 2 days, and at weekends when Billing Aquadrome has events. Increase in operating hours and HGV movements will make these existing problems much worse and the council therefore feels that this variation should not be granted.”

165.2 Decisions received;

S/2016/2563/FUL	8 Brafield Rd – New Dwelling – Approved - NOTED
S/2016/2605/FUL	25 St Peter’s Way – first floor side/rear extension – Approved _ NOTED
S/2016/2567/FUL	17 The Piece – loft conversion – Approved - NOTED
S/2016/2028/FUL	24 The Piece – single storey rear & side extension – Approved - NOTED
S/2016/2693/FUL	168 Station Rd – Single storey rear extension – Approved - NOTED

165.3 Countryside Design Guide

-paper copy received for circulation, electronic copy can be viewed at <http://www.cprenorthants.org.uk/countryside-design-guide> - **NOTED**

165.4 SNC Consultation on Community Governance Review (forwarded 15.12.16)

Response by 20.1.17

It was **proposed** and **resolved** that Cogenhoe & Whiston Parish Council request that the parish boundary that currently runs through the middle of Cogenhoe Mill be amended as part of this review.

Action Clerk

166. Financial matters

166.1 Income Received - None

166.2 Expenditure

Date	Chq No	Payee	Details	Amount	VAT	Payable under Legislation
3.1.17	101843	Welford Xmas tree	tree	£160.20		LGA 1972, s111
3.1.17	101848	AH Contracts	Dog Bins Light	£166.74	£27.79	Litter Act 1983, ss5-6
3.1.17	101849	Aylesbury mains	repair	£210.60	£35.10	Highways Act 1980 s301
3.1.17	101850	D Rush	Sal Dec	£659.17		LGA 1972, s.112
3.1.17		HMRC		£0.20		LGA 1972, s.112
3.1.17	101851	Cogenhoe YC	Grant	£130.00		*S137
3.1.17	101852	C&W VH	room hire	£64.00		LGA 1972, s111
3.1.17	101853	Total Gas & Power	Elec	£336.53	£56.09	Highways Act 1980 s301
3.1.17	101854	Aylesbury mains	repair	£67.20	£11.20	Highways Act 1980 s301

The balance in the Current Account stands at £9663.16 (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.**

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

Action Clerk

166.3 To **approve** budget as formulated by finance working party & agree precept amount.

It was **proposed** and **resolved** that the budget as presented be **approved** for the financial year 2017/18.

It was **proposed** and **resolved** that a precept demand of £22,000 be levied against South Northamptonshire Council for the purposes of meeting the council's expenses for the financial year 2017/18.

Action Clerk

166.4 To **approve** bank reconciliation (see appendix 1)

It was **proposed** and **resolved** that the bank reconciliation be **approved**.

166.5 To **approve** expenditure of £30 to purchase star for xmas tree

It was **proposed** and **resolved** that expenditure of max £30 be **approved** for purchase of a xmas tree star.

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

-To receive usage figures for December

Cllr Cunnington **reported** that there had been 737 visits to the website in December.

168. **Village Information Board**

- to receive **update** from Cllr Brown re map

Cllr Brown **reported** that some amendments were required to the map, a meeting would hopefully be organised for February with the artist.

169. **Policy Reviews (emailed 11.10.16)**

Policy	Read	Review
Complaints / comments	Jez	Tessa
Data protection / info security	Albert	Jean
Disciplinary	Jon	Roger
Equal Opps	Iris	Jon
Grants	Jean	Malcolm
Grievance	Albert	Iris
Internet use & email	Jim	Albert
Health & safety	Elizabeth	Jim
Members allowance	Jez	Tessa
Press & media	Elizabeth	Jez

It was **proposed** and **resolved** that amendments be made to the press & media relations policy, comments & complaints procedure & grants policy. All other policies had been reviewed. It was also **agreed** that the policies be uploaded to the website.

Action Clerk

170. **Bus shelter**

To consider options / costings for replacement bus shelter

The Clerk **reported** that brochures were awaited for designs.

C/F

171. Village hall matters

-update re permission for defib

-Cllr Grubb **reported (on behalf of the VH Committee)**, that the VH Committee had given agreement for the defibrillator to be installed on the outside of the VH. The Clerk would now order the machine. Action Clerk

-update re consideration of land for allotments

-Cllr Grubb **reported (on behalf of the VH Committee)**, that the VH Committee did not feel it had any land available for this purpose.

-update re grant app for car park resurfacing - £4,000

Following a question and answer session re this application the councillors who had not declared a non-statutory disclosable interest and the Clerk left the room.

It was **proposed and resolved** that the original motion requesting a grant of £4,000 be **rejected**.

An ammended motion to offer a grant of £1,500 was **proposed and seconded**.

The amended motion was debated.

It was **proposed and resolved** that this ammended motion be **approved**. Action Clerk

172. Correspondence Issued

NCC re Highways grass cutting contract – form returned & invoice issued 2016

Letter 8/12/16 Mr Marshall re bus stop update

Email 8/12/16 Rights of way officer re KF15 & KF26

173. Correspondence Received

Email 2/12/16 NCALC update (forwarded 7/12/16). - NOTED

Email 13/12/16 NCC

Draft Budget and Council Plan Consultation 2017-18 **response by 24/1/17**

(forwarded 15/12/16)

It was **proposed and resolved** that no comments were required.

Email 14/12/16 NCC

Children's Centre Services Consultation – **response by 2/2/17**

(forwarded 15/12/16)

It was **proposed and resolved** that no comments were required.

Email 15/12/16 SNC

Community Governance Review consultation – response by 20/1/17 (forwarded 15/12/16) see minute 165.4

Email 16/12/16 NCALC re no capping (forwarded 16/12/16) - NOTED

Phone 16/12/16 re dog fouling - NOTED

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

-Concern was expressed by councillors at the traffic congestion around the Ecton Lane tip, queues of traffic were stopping residents from entering the village from the Billing end, it was agreed that this be raised with Cllr Michael Clarke. Action Clerk

-Congratulations were expressed to CClr Clarke on his British Empire Medal Award for services to politics, in the New Year's Honours list. It was **agreed** that a letter of congratulations be sent.

Action Clerk

175. Meeting Closed & date of Next Meeting

There being no further business the meeting closed at 8.35pm

Date of next meeting

Monday 6th February 2017 – Council meeting, Village Hall, Cogenhoe.

Deborah Rush

Deborah Rush

Parish Clerk 4.1.17

Approved

Appendix 1

BANK RECONCILIATION - 3/1/17

TOTAL RECEIPTS:	£24,634.49
Less	
TOTAL PAYMENTS:	£19,360.95
Plus Opening Balances	£30,280.95
Closing balance	£ 35,554.49

BANK ACCOUNTS

Community/Current Account	£ 12,395.86
Plus	
Business Premium Account	<u>£ 25,891.33</u>
	£ 38,287.19

Plus CREDITS not yet showing
LESS UNPRESENTED CHEQUE NOS:

4.10.16		HMRC	PAYE	£0.20
4.4.16	101779	AH Contracts	Dog Bins	£133.39
7.11.16	101838	J Cunnington	PP	£33.51
7.11.16		HMRC	PAYE	£0.20
5.12.16	101844	Royal Brit Legion	Wreath	£30.00
5.12.16	101845	Aylesbury mains	Light repair	£75.96
5.12.16	101846	D Rush	Sal Nov	£614.60
5.12.16		HMRC	PAYE	£0.20
5.12.16	101847	Ladywell Services	Payroll	£50.00
3.1.17	101843	Welford Xmas tree	tree	£160.20
3.1.17	101848	AH Contracts	Dog Bins	£166.74
3.1.17	101849	Aylesbury mains	Light repair	£210.60
3.1.17	101850	D Rush	Sal Dec	£659.17
3.1.17		HMRC		£0.20
3.1.17	101851	Cogenhoe YC	Grant	£130.00
3.1.17	101852	C&W VH	room hire	£64.00
3.1.17	101853	Total Gas & Power	Elec	£336.53
3.1.17	101854	Aylesbury mains	repair	£67.20

£ 2,732.70

TOTAL **£ 35,554.49**

(New Homes Bonus monies £10,169.00)

Approved grants £1,000 zebra crossing, Sign refurbishment £1,514, defibrillator £1,500, Artwork £450 Balance £5215 (information board to submit)

(Lasting legacy monies held on behalf of village £2,939.65) held in Business Premium account.