

# **COGENHOE & WHISTON PARISH COUNCIL**

Clerk: Deborah Rush  
(01933) 663918

Email; clerk.cogenhoeandwhistonpc@gmail.com

## **To members of the Council:**

You are hereby summoned to attend the **Annual Council Meeting** of Cogenhoe & Whiston Parish Council to be held on **Tuesday 3rd May 2016 at 7.30pm** in **Cogenhoe Village Hall, York Avenue, Cogenhoe, 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**

1. To **elect the Chairman of the Council** and to receive the Chairman's Declaration of Acceptance of Office.
2. To **elect the Vice Chairman of the Council** and to receive the Vice Chairman's Declaration of Acceptance of Office.
3. **Open forum**
4. To **receive and accept apologies for absence.**  
Cllr Grubb
5. To **receive any declarations of disclosable pecuniary or non-statutory disclosable interests** from Councillors for items on the agenda.
6. To **sign the minutes** of the meeting held on **4<sup>th</sup> April 2016**.
7. To **update councillor's information**  
Action required;
  - to review Councillors Notification of Pecuniary & other Interests forms.
  - to sign Code of Conduct in acceptance of standards contained therein.
  - expenses form (check no changes).
  - email correspondence form (check no changes).

8. To review individual councillors areas of responsibility.

9. To review working parties

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

-Street doctor updates;

<p>29/9/15 755063</p>	<p>Church Street Broken footpath &amp; raised drain cover</p>	<table border="1"> <tr> <td data-bbox="917 566 1145 618"> <p>29-SEP-2015 14:51</p> </td> <td data-bbox="1145 566 1460 618"> <p>Received.</p> </td> </tr> <tr> <td data-bbox="917 618 1145 725"> <p>29-SEP-2015 15:58</p> </td> <td data-bbox="1145 618 1460 725"> <p>Now Referred to Trevor Gray.</p> </td> </tr> <tr> <td data-bbox="917 725 1145 882"> <p>01-OCT-2015 06:36</p> </td> <td data-bbox="1145 725 1460 882"> <p>inspected 30/09/15, currently e. Referred to Trevor Gray.</p> </td> </tr> </table>	<p>29-SEP-2015 14:51</p>	<p>Received.</p>	<p>29-SEP-2015 15:58</p>	<p>Now Referred to Trevor Gray.</p>	<p>01-OCT-2015 06:36</p>	<p>inspected 30/09/15, currently e. Referred to Trevor Gray.</p>
<p>29-SEP-2015 14:51</p>	<p>Received.</p>							
<p>29-SEP-2015 15:58</p>	<p>Now Referred to Trevor Gray.</p>							
<p>01-OCT-2015 06:36</p>	<p>inspected 30/09/15, currently e. Referred to Trevor Gray.</p>							
<p>29/9/15 755064</p>	<p>The Piece Broken footpath</p>	<p>Work Instructed: works instructed and will be undertaken within 2 months.. Referred to Trevor Gray</p>						
<p>18.1.16 763365</p>	<p>Church Street</p>	<ul style="list-style-type: none"> <li>• <b>Location:</b>DIRECTLY OUTSIDE NUMBER 37 CHURCH STREET COGENHOE (COGENHOE)</li> <li>• <b>Topic:</b>Roads</li> <li>• <b>Description:</b>Large pothole forming in gutter by pavement directly outside number 37 Church Street Cogenhoe. Pothole has got bigger recently as cars parked opposite mean vehicles drive through the hole. It is about 2 feet long, 6 inches wide at widest and about 3 inches deep.</li> <li>• <b>Details:</b>Potholes</li> </ul> <p>Work Instructed: 5 day works order raised for repair.. Referred to Trevor Gray.</p>						
<p>15/2/16 766342</p>	<p>Grendon Rd</p>	<p><b>Problem:</b> Verges/road surface</p> <p><b>Description:</b> Damaged by Vehicles</p> <p><b>Street/Town:</b> Whiston Road,Cogenhoe And Whiston</p> <p><b>Location:</b> Grendon Rd, past Roe Farm towards Whiston turn</p> <p><b>Details:</b> The verge has become very rutted due to a new cable having been laid &amp; the vehicles associated with that work. The verge/road edge is now subsided in several places making it dangerous to motorists.</p> <p><b>Easting:</b> 484020.74615766</p> <p><b>Northing:</b> 260918.24279795</p> <table border="1"> <tr> <td data-bbox="917 1984 1102 2038"> <p>15-FEB-2016 13:24</p> </td> <td data-bbox="1102 1984 1460 2038"> <p>Received.</p> </td> </tr> <tr> <td data-bbox="917 2038 1102 2092"> <p>15-FEB-2016 16:58</p> </td> <td data-bbox="1102 2038 1460 2092"> <p>Now Referred to Trevor Gray.</p> </td> </tr> </table>	<p>15-FEB-2016 13:24</p>	<p>Received.</p>	<p>15-FEB-2016 16:58</p>	<p>Now Referred to Trevor Gray.</p>		
<p>15-FEB-2016 13:24</p>	<p>Received.</p>							
<p>15-FEB-2016 16:58</p>	<p>Now Referred to Trevor Gray.</p>							

		<p>16-FEB-2016 06:32 Now Referred to Mark Armstrong.</p> <p>22-FEB-2016 11:20 Under Investigation. Referred to Mark Armstrong.</p> <p>04-MAR-2016 11:49 Now Referred to Trevor Gray.</p> <p>04-MAR-2016 11:49 Re-Issued. Referred to Trevor Gray.</p> <p>07-MAR-2016 06:29 Now Referred to Mark Armstrong.</p> <p>07-MAR-2016 06:30 Now Referred to Trevor Gray.</p> <p>08-MAR-2016 06:34 Under Investigation. Referred to Trevor Gray.</p> <p>14-MAR-2016 12:38 No Action Necessary: inspected 14/03/16, no further action.. Referred to Trevor Gray</p>
9/3/16 769140	Station RD	<ul style="list-style-type: none"> <li>• <b>Problem:</b> Footway/Footpath</li> <li>• <b>Description:</b> Failed Reinstatement</li> <li>• <b>Street/Town:</b> Station Road,Brafield On The Green</li> <li>• <b>Location:</b> outside 129 Station Rd, Cogenhoe</li> <li>• <b>Details:</b> Beige tarmac on path has been replaced by black tarmac following recent works (Anglian Water we believe).</li> <li>• <b>COMPLETED</b></li> </ul>
13/3/16 769415	Station Rd/Short Lane	<p><b>Problem:</b> Kerbs</p> <p><b>Description:</b> Dropped Kerb Request - Public</p> <p><b>Street/Town:</b> Station Road,Cogenhoe And Whiston</p> <p><b>Location:</b> Junction with Station Rd / Short Lane</p> <p><b>Details:</b> 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> <p>-On small works program (Summer)</p>
16/3/16 769828	Church Street	<ul style="list-style-type: none"> <li>• <b>Location:</b>IN MIDDLE OF ROAD BETWEEN 60 AND 62 CHURCH STREET COGENHOE (COGENHOE)</li> <li>• <b>Topic:</b>Roads</li> <li>• <b>Description:</b>Small but deep pothole. About 10</li> </ul>

		<p>inches long and 5 inches deep.</p> <ul style="list-style-type: none"> <li>• <b>Details:</b>Potholes</li> </ul> <p>Actions we have taken regarding your report :</p> <table border="1"> <tr> <td>16-MAR-2016 12:07</td> <td>Received.</td> </tr> <tr> <td>17-MAR-2016 09:43</td> <td>Now Referred to Trevor Gray.</td> </tr> </table> <p>Work Instructed: works instructed and will be undertaken within 4 months.. Referred to Trevor Gray.</p>	16-MAR-2016 12:07	Received.	17-MAR-2016 09:43	Now Referred to Trevor Gray.
16-MAR-2016 12:07	Received.					
17-MAR-2016 09:43	Now Referred to Trevor Gray.					

- Bus stops, update on works.
- Request for cones submitted to Wellingborough Rural SCT
- Update from Clerk re war memorial insurance.
- Off to a Flying Start training – bookings.
- NHB grant submitted Defib machine, £1,500 (panel July 2016)
- Emailed OpenReach re daffodil bulbs (14.4.16)

#### 11. Police Matters.

-Crime statistics update – Clerk

#### 12. To receive reports from County & District Councillors

#### 13. Chairman’s Report

#### 14. Development & Planning

##### 14.1 Planning Applications;

S/2016/0948/TCA – The Rectory, Cogenhoe – conservation area consent

Thin crown of two birch trees by 15-20%

##### 14.2 Decisions received;

S/2016/0131/FUL 7 Burmans Way, Cogenhoe **Approved**

#### 15. Financial matters

##### 15.1 Income Received –

Precept £10,750.00

##### 15.2 Expenditure

Date	Chq No	Payee	Details	Amount	VAT	Payable under Legislation
3.5.16	1782	Castle Ashby	PP rent	£60.00	£10.00	PH Act 1875, s.164
3.5.16	1783	All seasons	Grass	£300.00	£50.00	Open Spaces Act 1906 ss 9 & 10

3.5.16	1784	AH Contracts	dog bins	£166.74	£138.95	Litter Act 1983, ss5-6
3.5.16	1785	SSE	Elec	£3.04	£0.50	Highways Act 1980 s301
3.5.16	1786	C & W VH	room hire	£60.00		LGA 1972, s.143
3.5.16	1787	NCALC	membership	£661.20		LGA 1972, s.143
3.5.16	1788	D Rush	sal & exp	£626.35		LGA 1972, s.112
3.5.16	1789	Came & Co	Ins	£980.04		LGA 1972, s.111

The balance in the Current Account stands at £10,644.00 (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.**

**15.3 To approve & sign section 1 of Annual Return for ye 31.3.16 (Annual Governance Statement).**

**15.4 To approve end of year accounts, 2015/16** as circulated by Clerk

**15.5 To approve & sign section 2 of Annual Return for ye 31.3.16 (Accounting Statements).**

**15.6 To consider S137 grant application** from C&W VH & PF MC fro scrubber/dryer, £885.00 + VAT.

**15.7 To consider S137 grant application** from Picnic in the Park Committee for £300 to pay for band.

**16. To receive update** from Cllr Biggs re **website**.

-To receive usage figures for March

-Training for website 13.4.16

**17. Possible crossing The Piece / Station RD**

- Request for works submitted to KierWsp (confirmation received from Helen Howard of submission for funding, 19.4.16).

-NHB grant submitted (£1,000, PC contribution), approved.

**18. Village Seat Refurbishment**

-To consider quotes for work (Cllr Scott)

**19. Street lighting matters**

-to consider Western Power quote for connection. (St Peter's Way)

-to consider Aylesbury Mains suggestion for improving lighting footpath Church Street – The Piece.

**20. Village map**

-to consider list of points for inclusion (all councillors).

21. **Dropped kerb** request (Station Rd, opposite pub).

-to receive update from Clerk re meeting with resident & Highways (14.4.16).

22. **Local Plan Part 2A Consultation**

- to receive update from Cllrs Bailey & Grubb and to consider PC response.

23. **Annual Parish Meeting** (25.5.16)

-To consider agenda items.

24. **Emergency Plan**

-to **approve & adopt** final version of Emergency Plan as circulated by Clerk

25. **Mobile Library**

-To receive information re change to route & times from Cllr Packer

26. **Correspondence Issued**

None

27. **Correspondence Received**

1.4.16 Email NCALC Update (forwarded 4.4.16)

5.4.16 Email SNC SNC Parking Study - DRAFT Phase 2 Report (forwarded 5.4.16) –  
for information

15.4.16 Email BCW The Plan for the Borough of Wellingborough - Emerging Draft  
consultation **response by 27/5/16** (forwarded 21.4.16), neighbouring authority consultation.

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

29. Meeting Closed & date of Next Meeting

Wednesday 25<sup>th</sup> May 2016 – Annual Parish Meeting

Monday 6<sup>th</sup> June 2016 – Council meeting



Deborah Rush

Parish Clerk 26.4.16