

COGENHOE & WHISTON PARISH COUNCIL

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www.cogenhoeandwhiston-pc.gov.uk

Minutes of the Council Meeting of Cogenhoe & Whiston Parish Council held on Monday 4th October 2021 at Cogenhoe & Whiston Village Hall, York Avenue, Cogenhoe, Northants, NN7 1NB.

99.21 Open forum

No members of the press or public attended the meeting.

100.21 To receive and accept apologies for absence.

Apologies for absence were **received** and **accepted** from Cllr Snedker.

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

Cllr Andrew Grant also attended the first part of the meeting.

101.21 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.)

None

To receive requests for dispensation – requests for dispensation must be made to the Proper Officer in writing.

None

102.21 To sign the minutes of the meeting held on **6th September 2021**.

The **minutes** of the meeting held on 6th September 2021 were **signed**.

103.21. **Matters arising from previous minutes** (for information only)

-Street doctor updates;

16.4.20 2089101	Footpath in very poor state of repair	<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>
5/5/20 2106615	Footpath from The Piece to Church Street in poor state of repair	<p>Not Highways responsibility, reported to South Northants Homes Photographs forwarded to SNH Contacted again 4.5.21 Chased again via Rights of Way & Kierwsp Now Completed</p>
18.3.21 2617389	Road subsidence Roe Farm to Station Rd	<p>18.3.21 Investigating</p>
5.7.21 2841584	61-63 Station Rd	<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>
3.8.21 2911068	Footpath Station Rd to Bramley Close	<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>
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>

- Old fencing in village hall hedge near play area – To receive an update from Cllr Cunnington.
- Cllr Cunnington **advised** that he has had some contact with the school and action is awaited.
- Option for no bicycle’s markings on footpaths – update from Clerk
- The Clerk advised that she had found a stencil that can be used on the footpath if the signs continue to disappear / be vandalised.
- Mowing of verge on Brafield Rd, where do we want to cut to? (Parish boundary).
- It was **agreed** that most of this area falls within Brafield parish the Clerk would contact them to see if they would be interested in sharing the cost of this. Action Clerk
- Grit bin ordered & received - NOTED
- Highways contacted re zebra crossing- response received 14.9.21
- The Clerk **advised** that Highways would add an additional sign but that all statutory signage is in place, their advice had been to try to remove some of the parked cars around the crossing to improve visibility.
- Form obtained for yellow lines around The Piece, evidence required.
- It was **agreed** that signatures would be gathered to support this. Action Clerk
- Daffodil bulbs ordered - NOTED
- Contractor who looks after village planters looking into options for around sign - NOTED

104.21. **Police Matters.**

Crime Stats – July 2021 3 crimes

Crime On or near Mill Lane	Violence and sexual offences (2) Includes offences against the person such as common assaults, Grievous Bodily Harm and sexual offences.	Under investigation
Crime On or near Church Street	Anti-social behaviour (1) Includes personal, environmental and nuisance anti-social behaviour.	No crime timeline details for anti-social behaviour



Twitter mentions; None

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

The newsletter from September had been circulated prior to the meeting (and uploaded to the website). It can be viewed at [monthly-news-report-september-version-1-21-sept-1.pdf](https://www.coghenhoeandwhiston-pc.gov.uk/monthly-news-report-september-version-1-21-sept-1.pdf) (coghenhoeandwhiston-pc.gov.uk)

Cllr Grant gave an update on Covid-19 cases and although the numbers in hospital remain around 80, numbers in the area are rising, especially around Kettering. He was pleased to report that finances at WNC are healthy with increasing reserves which shows good control and management.

106.21 Chairman’s Report

-Update NCALC AGM 2.10.21

Cllr Bailey reported that he and the Clerk had attended this. Presentations had been given by Cllr Jonathan Nunn, Leader WNC & Cllr David Howes, Portfolio holder for Rural Communities & Localism NNC, on ‘The First Six months’. Both felt that the unitary authority had been safe and legal which was the initial requirement, and now were working on many different strands to transform services. What was clear from both speakers was that Parish Councils are very important to them and they want to work in partnership, with parish Council’s filling the large gap between residents and the Unitary Authority. This had been followed by 6 speakers from various parish & town councils who gave their opinions on how things had been (including Cogenhoe & Whiston), these personal accounts had been very enlightening to the leaders and the format would be repeated at upcoming forums.

-Updating delivery areas.

Some changes need to be made to this list, Clerk to update once further info is received from councillors.

Action Clerk

Development & Planning

107.21 Applications Received

WNS/2021/1281/FUL	27 The Piece Cogenhoe NN7 1LX	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>

Due to the timing of this application delegated powers were used –

No Objections

108.21 Applications Determined - NOTED

WNS/2021/0717/FUL	22A Brafield Rd, Cogenhoe, NN7 1ND	Replace wooden shed with a single-storey brick built shed
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<http://snc.planning-register.co.uk/plandisp.aspx?recno=110452>

APPROVED

WNS/2021/0986/FUL	20 The Piece Cogenhoe NN7 1LX	proposed single story side and rear extension to form dining area, study and shower room
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<http://snc.planning-register.co.uk/plandisp.aspx?recno=111060>

APPROVED

WNS/2021/0921/FUL	15 Nene Rise Cogenhoe NN7 1NT	Proposed rear single storey lean-to extension, With bifold doors, and velux roof lights over.
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<http://snc.planning-register.co.uk/plandisp.aspx?recno=110930>

APPROVED

WNS/2021/0804/FUL	25 The Piece, Cogenhoe, Northamptonshire, NN7 1LX	Front and rear extensions.
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<http://snc.planning-register.co.uk/plandisp.aspx?recno=110796>

APPROVED

WNS/2021/1123/FUL	82 Station Road, Cogenhoe, Northamptonshire, NN7 1LU	Rear extension to property comprising new ground floor and first floor accomodation
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<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

109.21 Financial matters

109.21.1 Income Received

			£
			245.80
1.9.23	HMRC	VAT refund	

109.21.2 Expenditure

Parish Council							
Date	BACS	Chq No	Payee	Details	Amount	VAT	Payable under power
31.8.21	DDR		Lloyds bank	Credit Card	£228.08	£38.90	Localism Act 2011 ss1-8
8.9.21	714330486		Wellingborough Norse	Grass	£266.91	£44.49	Localism Act 2011 ss1-8
15.9.21	DDR		ICO	Registration fee	£35.00		Localism Act 2011 ss1-8
15.9.21	557051274		Aylesbury mains	Lamp repairs	£192.00	£32.00	Localism Act 2011 ss1-8
24.9.21	878878418			Wages	£634.93		Localism Act 2011 ss1-8
20.9.21	223293737		HMRC	PAYE	£218.40		Localism Act 2011 ss1-8
15.9.21	753637830		FPA	Payroll costs	£25.00		Localism Act 2011 ss1-8
15.9.21	701253528		Cogenhoe Sea Scouts	Grant	£1,000.00		Localism Act 2011 ss1-8
4.10.21			D Rush	Clerks expenses	£73.60		Localism Act 2011 ss1-8
Credit card							
Aug-21							
		PC	VAT	Hopper	VAT	Vhall	VAT
19.7.21	Viking	£100.78		£15.10		£82.78	£16.56
21.7.21	WNC planning fee					£115.50	
23.7.21	Noticeboard					£30.95	£5.16
23.7.21	Defib Pads	£31.90		£5.32			
23.7.21	Shower curtain pole					£17.99	£3.00
23.7.21	Shower curtain					£13.99	£2.33
26.7.20	Defib battery	£92.40		£15.40			
26.7.21	Cooker					£179.00	£29.83
29.7.21	Postage Ticket machine				£14.20		
30.7.21	Mop					£15.00	£2.50
30.7.21	Mop bucket					£16.22	£2.70
30.7.21	Sterilising bucket					£7.49	£1.25
31.7.21	Sign					£1.53	£0.26
3.8.21	Bags & bin					£43.53	£7.25
3.8.21	Noticeboard					£30.95	£5.16
3.8.21	Plans					£13.20	£2.20
17.8.21	Fee	£3.00					
		£228.08			£14.20	£568.13	£810.41
				£35.82			£78.20
							£114.02

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

Action Clerk

The balance in the Current Account stands at £8,833.54 (assuming all cheques presented).

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

Of which

CIL monies £6,361.62 Clock fund £2,939.65, PIP £413 is earmarked.

109.21.3 Income Received – Village Hopper

25.8.21	Contactless payments	£71.25
25.8.21	Term pass Ayling	£200.00
27.8.21	WNC Community grant	£3,801.54
31.8.21	BSOG	£3,535.00
1.9.21	Contactless payments	£52.46
1.9.21	Cash fares August	£299.10
3.9.21	Annual pass Pitts	£600.00
7.9.21	Contactless payments	£106.53
7.9.21	1/2 term pass Woods	£100.00
14.9.21	Contactless payments	£54.32
14.9.21	BSOG	£913.80
22.9.21	Contactless payments	£81.38
22.9.21	Donations	£284.36
22.9.21	Contactless payments	£116.77
		£10,216.51

109.21.4 Expenditure – Village Hopper

Village Hopper	4.10.21					
27.8.21	994696769	Longmarsh	fine handling	£90.00	£10.00	Localism Act 2011 ss1-8
31.8.21	886534754	Longmarsh	Hire vehicle	£96.00	£16.00	Localism Act 2011 ss1-8
13.9.21	DDR	Fuel genie	Fuel card	£1,103.22	£183.87	Localism Act 2011 ss1-8
18.9.21	DDR	Arval	Lease	£941.82	£156.97	Localism Act 2011 ss1-8
20.9.21	DDR	Nest	Pension contributions	£235.24		Localism Act 2011 ss1-8
21.9.21	STO	Tixiom	Ticket machine	£48.00	£8.00	Localism Act 2011 ss1-8
20.9.21	487027934	HMRC	PAYE	£1,714.11		Localism Act 2011 ss1-8
22.9.21	944889264	Sign & Graphic solutions	Bus livery	£264.00	£44.00	Localism Act 2011 ss1-8
23.9.21	653694161	Longmarsh	Insurance cost	£180.00	£30.00	Localism Act 2011 ss1-8
23.9.21	968446636	Gauntlet	Ins fee tfr vehicle	£28.00		Localism Act 2011 ss1-8
24.9.21			Wages	£2,796.38		Localism Act 2011 ss1-8
6.10.21	TFR PC	Credit card	UPS postage	£14.20		Localism Act 2011 ss1-8
				£7,510.97		

The balance in the Current Account stands at £52,986.56 (assuming all cheques presented).

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

Action Clerk

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

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

109.21.6. To **receive** and **accept** outcome of external audit.

The Clerk advised that a ‘no matters arising’ report had been received from the external auditors.

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

110.21.12 – CIL

To **consider** infrastructure expenditure from CIL monies of max £2500 for pocket park - noticeboard, artistic map & info lectern.

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

111.21 Village Hall & playing Fields Update - NOTED

Minutes from the meeting held on the 15th September 2021

<https://www.cogenhoeandwhiston-pc.gov.uk/uploads/village-hall-managment-committee-15th-september-2021-draft-minutes.pdf>

112.21. Pocket Park Committee - NOTED

Minutes from the meeting held on 15th September 2021

<https://www.cogenhoeandwhiston-pc.gov.uk/uploads/pocker-park-committee-15th-september-2021-draft-minutes.pdf>

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

-To receive usage figures for September.

Cllr Cunnington advised that there had been 1456 visits to the website.

114.21 Community Orchard

-To receive update from Cllrs Brown, Darby, Stanton & Packer

Cllr Stanton advised that Compton Estates had confirmed that did not have any land available for this.

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

The Clerk advised that the records were being checked to establish exactly where the boundary was but that potentially there may be an area in the bottom right-hand corner (near the kissing gate) which could be used without interfering with the cricket boundary, the football pitch, or the bike bunds. Some trees could possibly be planted between the poplars, but Cllr Brown advised that to ensure pollination could take place they would probably need to be in clusters rather than a straight line. Cllr Stanton also expressed concern about the poplars drawing all the moisture in that area.

C/F

115.21 Village Hopper

-New vehicle should be received 10.9.21 – now received, old vehicle returned

The Clerk advised that the return inspection had not shown any non-wear & tear damage.

-Cover organised for phone when Clerk is on holiday - NOTED

-Email 24.9.21 Wollaston PC, donation of £200 as ‘grant to assist in keeping the service running’. Acknowledged & thanked – NOTED.

116.21 Correspondence Received (in addition to listed above)

Email Request for bike security marking event, do we want to organise such an event?

It was **agreed** that this would be organised for the village.

Action Clerk

Email 9.9.21 Response from Licensing re street trading - NOTED

Email 13.9.21 Great Houghton Parish Council Draft Neighbourhood Plan – Regulation 16 Consultation

Responses by 25.10.21

<https://www.northampton.gov.uk/info/200205/planning-for-the-future/2534/great-houghton-neighbourhood-plan>

It was **agreed** that no comments were required.

Email 19.9.21 Request from Heritage Society to replace brass plaque on tree on Village Green, Church Street

It was **agreed** that the clerk would apply for the required permission to erect the green plaque and look into a TPO for the tree.

Action Clerk

Email 24.9.21. Email Lawrence Howes, update from odour meeting held 24.9.21

Lawrence had reported (and Cllr Grubb agreed) that Anglia Water still has problems but were working hard to address them. This included making Cogenhoe a potential ‘grievance area’ which would make it easier to make a complaint by phone. The next meeting is in December 2021.

Email 24.9.21. Email new resident asking for an allotment – NOTED

117.21 Correspondence issued - NOTED

9.9.21 letter of thanks to resident re donation for bulbs

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

Some discussion took place about the proposed community outreach activities being planned at the Village Hall by the Parish Council’s Village Hall Committee. The development of these type of activities had been approved at the Village Hall committee meeting held on the 15th of September (link to minutes above, item 47.21). Some councillors expressed concern that they did not know about the Parish Council Surgery in advance of the leaflet production and that they wanted to have that, and similar Parish Council related events approved by the full council before any action. The comments were noted, and Cllr Brown will make a proposal about this at the next meeting.

Concern was expressed about the recent clearance of the Old Garage site; the bonfires had caused nuisance to residents and removal of the asbestos did not appear to have been done in accordance with Health & Safety guidelines (one man working with very little protective equipment). It was agreed that the Clerk would speak to planning about this.

Action Clerk

Cllr Brown reported that Billing Aquadrome & Cogenhoe Mill had been sold. It was agreed that the Clerk would write to the new owners introducing the council and expressing a desire for the good working relationship that currently exists, especially with regards to the caravan movements, to continue.

Action Clerk

119.21. Meeting Closed & date of Next Meeting

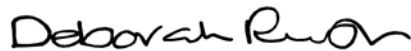
There being no further business the **meeting closed at 8.50pm.**

Date of next meeting.

Wednesday 20th October 2021 – Village Hall Committee Meeting 7.30pm

Monday 1st November 2021 7.30pm –Council Meeting, Village Hall, Cogenhoe

Wednesday 17th November 2021 – Pocket Park Committee 7.30pm



Deborah Rush

Parish Clerk 5.10.21

Appendix 1

Cogenhoe & Whiston PC	24.9.21		
Bank Reconciliation			
Total receipts		£22,100.91	
less			
Total payments		£26,196.16	
			-£4,095.25
Plus opening balances			£32,179.62
			£28,084.37
Bank accounts			
Current AC			£8,321.91
plus			
Business Prem AC			£19,762.46
			£28,084.37
Plus credits not yet showing			
Less unrepresented cheques			
			£28,084.37

Appendix 2

Cogenhoe & Whiston PC		Village Hopper	24.9.21	
Bank Reconciliation				
Total receipts			£43,172.14	
Total payments			£38,005.25	£5,166.89
Plus opening balances				£47,833.87
				£53,000.76
Bank accounts				
Current AC				£53,000.76
Plus credits not yet showing				
Less unrepresented pymts				
				£53,000.76

Approved signed copy held on file