

COGENHOE & WHISTON PARISH COUNCIL

Clerk: Deborah Rush
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In accordance with The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority & Police & Crime Panel Meetings) (England & Wales) Regulations 2020 this meeting was held by video conference call.

Minutes of the council meeting of Cogenhoe & Whiston Parish Council held on Monday 6th July 2020

46. Open forum

2 members of Cogenhoe Cricket Club attended the meeting to give an update on the situation they find themselves in as a club, having been asked to leave the football ground. They are now looking at various options for a 'new home' including the Village Hall playing field. They explained the 130-year history of the club and stressed that it would be a shame for the village if they could not find a new home within the village. It was suggested that they should write to the Village Hall Management Committee setting out their requirements. They were thanked for attending and for their update.

47. To receive and accept apologies for absence.

None

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

Cllr brown did not attend the meeting.

CCllr Michael Clarke & DCllr Carole Clarke attended the first part of the meeting. DCllr Hollowell sent his apologies but provided an emailed report.

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

None

49. To sign the minutes of the meeting held on 1st June 2020.

The **minutes** of the meeting held on 1st June were **agreed**, they will be wet signed when possible.

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

-Street doctor updates.

<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 Arboriculturist, any recommendations will be added to tree works program. Referred to Jayne Hawtin.</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 the next 14 days. A re-visit will then be undertaken. 22.4.20 This report has been assessed and a job for repair has been raised. State changed to: Action scheduled</p>
<p>9.10.19 1798441</p>	<p>Vegetation is overhanging footpath at 38 Station Rd</p>	<p>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</p>
<p>16.4.20 2089101</p>	<p>Footpath in very poor state of repair</p>	<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. 22.4.20 Thank you for your enquiry. A works order has been raised, Due to the current crisis works will be</p>

		completed when footway is accessible, and cars are no longer parked on or adjacent to the defects. State changed to: Action scheduled
5/5/20 2106615	Footpath from The Piece to Church Street in poor state of repair	Not Highways responsibility, reported to South Northants Homes Photographs forwarded to SNH
5.5.20 2106621	Nettles / vegetation is encroaching on the footpath along York Avenue	14.5.20 Part of village mowing agreement - completed
2140613	Whiston Rd	Sign facing wrong direction Thank you for your enquiry. Further to our telephone conversation I can confirm that the fingerpost at this location is correct to the Definitive Map. The bridleway to Whiston travels up the headland of the first field before turning left back to Whiston to bypass Jerusalem Steps. The bridleway to Cogenhoe goes over the road and through the arable field back to Cogenhoe. No further action required.
2140636	Outside 102 Station Rd	Footpath in poor state of repair / trip hazards 5.6.20 Thank you for your enquiry. Site has been visited and currently the defects do not meet NCC investigatory levels, the location will be monitored through highway safety inspections.
2143384	Opposite Roe Farm Whiston RD	Trees are overhanging blocking sensor for speed sign 16.6.20 Thank you for your enquiry. A works order has been raised and will be undertaken within the next four months.
18.6.20 2161977	Vegetation overhanging is making it difficult to use the footpath – 35 Station Rd	25.6.20 Thank you for your enquiry. Site visit has been undertaken, branches had already been cut back at time of inspection, footway now clear. State changed to: Closed
23.6.20 2168542	Vegetation overhanging is making it difficult to use the footpath – 68 Station Rd	25.6.20 Thank you for your enquiry. Site visit has been undertaken. A letter will be sent to the owner/occupier requesting that the vegetation is cut back within 14 days

		after receipt of the letter. A re-visit will then be undertaken to ensure this work has been carried out.
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-Updated Financial Regulations uploaded to website - NOTED

-Accounting records submitted for external audit (receipt acknowledged) - NOTED

-Car on Billing Rd junction reported re advertising – NOTED, it was reported that the car has now been removed.

51. Police Matters.

Crime Stats crime – 4 crimes April 2020

Mill Lane	Anti-social behaviour
Manor Court	Anti-social behaviour
Whalley Grove	Other crime
Corn Kiln Close	Anti-social behaviour

52. To receive reports from County & District Councillors

CCllr Michael Clarke reported that things have changed dramatically at Angel Square with no face-to-face meetings taking place, the items for business have reduced to 2 main areas; response to the pandemic and preparing for Unitary authorities. With regards to the response to Covid-19, the resilience hub continues to operate effectively supporting the vulnerable and with a string team of volunteers. Moving forwards with the plans for unitary is proving challenging as the timetable has slipped due to the pandemic, there is concern that the required work to be ‘safe and legal’ may not be achievable by May 2021. Unfortunately, as the elections were postponed it is the officers rather than the elected councillors who are determining the priorities. He was pleased that the rural areas are well represented amongst the appointed leaders and he hoped that rural matters would be heard loud and clear as a consequence. He also reported that NCC, having planned for a balanced budget for 19/20, has faced much unbudgeted expenditure due to the pandemic, NCC like many county councils were in discussion with Government for further financial support.

DCllr Carole Clarke was asked if a charge for green waste collection is likely to be introduced as in Northampton BC and Daventry DC, she said she doesn’t know, but that the unitary authority have 8 years to equalise the many differences between the current district and borough councils (including council tax). She also reported that the mobile play service that travels around the district has been cancelled due to the pandemic but that ideas for activities for children can be found at

<https://www.southnorthants.gov.uk/info/3/healthy-communities/193/keep-active-and-well-at-home-during-covid-19/4>

DCllr Steven Hollowell had circulated an email report which congratulated those who have been involved in supporting the elderly and vulnerable residents in the community. He also reported that the Local Plan Part 2 had been accepted by the inspector subject to a list of

modifications that would ensure the soundness of the plan, the plan will go forward to the new West Northants unitary authority in due course.

53. Chairman's Report – including

-Update on playground renovation project

The Clerk **reported** that following the approval of the Biffa Award and the many requirements of the grant, a formal Approval letter had been issued to the Village Hall Management Committee. The order for the equipment had been placed and it is hoped that work will commence by the end of July with completion by the end of August.

-Consideration/ discussion re accepting delegated powers from the Village Hall Management Committee so that a working party can be formed and plan formulated for moving forward with transfer of day to day running of the hall & playing fields to the Parish Council.

Following some discussion it was **agreed** that the Chairman and Clerk would start working to formulate a plan for moving forward with the transfer of the day-to-day running of the village hall to the Parish Council (this is still subject to resident's approval, as the Annual Parish Meeting had not been held due to the pandemic this would now be sought via a leaflet drop).

54. Development & Planning

54.1 Applications Received

None

54.2 Applications Determined

S/2020/0508/TPO Fell Sycamore Tree or large pruning (50%)

42 York Avenue, Cogenhoe, NN7 1NB

REFUSED – mature specimen with high amenity value - NOTED

S/2020/0669/FUL Replacement garage/outbuilding with a timber clad outbuilding.

Retrospective

10-12 Mill Lane Cogenhoe NN7 1NA – PERMITTED with conditions - NOTED

The outbuilding hereby permitted shall be used only for purposes incidental to the enjoyment of the dwelling house as such and shall not be used for any trade, industry or other use whatsoever or as independent residential accommodation. Reason: To protect the amenities of nearby residents, and to safeguard the visual amenities of the area, to comply with Policy G3(D) of the South Northamptonshire Local Plan.

S/2020/0711/FUL Demolition of garage and side extension to provide porch, store and study.

7 Burmans Way Cogenhoe NN7 1NZ – PERMITTED - NOTED

55. Financial matters

55.1 Income Received – None

55.2 Expenditure

Cogenhoe & Whiston Parish Council Payment Schedule					6.7.20		
Date	BACS	Chq No	Payee	Details	Amount	VAT	Payable under power
1.6.20			Salix Finance	Loan repayment	£1,235.78		Localism Act 2011 ss1-8
5.6.20	147624196		W Adams	Gate Whiston	£133.98		Localism Act 2011 ss1-8
5.6.20		DDR	Total gas & power	Electricity	£132.47	£6.31	Localism Act 2011 ss1-8
5.6.20	661172309		A J Gallagher Ins	Insurance	£1,190.27		Localism Act 2011 ss1-8
10.6.20	996829415		Biffa (Grant CWVHMC)	Playground project	£4,080.40		Localism Act 2011 ss1-8
26.6.20	945202558		D Rush	Wages	£671.70		Localism Act 2011 ss1-8
26.6.20	253054757		HMRC	PAYE	£58.90		Localism Act 2011 ss1-8
30.6.20		DDR	Total Gas & Power	Electricity	£130.14	£6.20	Localism Act 2011 ss1-8
6.7.20	887633906		D Rush	Expenses	£23.40		Localism Act 2011 ss1-8
6.7.20	6207504		Wellingboro Norse	Grass	£266.91	£44.49	Localism Act 2011 ss1-8
6.7.20	520214097		NCALC	Training Clerk	£19.00		Localism Act 2011 ss1-8
6.7.20	45189920		Well Planted	Planters	£600.00		Localism Act 2011 ss1-8

The balance in the Current Account stands at £18,028.34 (assuming all cheques presented).
The balance on the Business premium account stands at £39,541.14

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

Action Clerk

55.3 Income Received – Village Hopper

22.5.20	Contactless pymts	£1.10
26.5.20	BSOG	£6,811.00
	VAT	£410.85
3.6.20	Contactless pymts	£3.34
	NCC	£2,700.09
5.6.20	Contactless pymts	£10.86
5.6.20	Lottery Grant	£10,000.00
10.6.20	Contactless pymts	£10.86
11.6.20	Contactless pymts	£10.86
13.6.20	Contactless pymts	£10.86
15.6.20	Contactless pymts	£10.86
15.6.20	BSOG	£709.55

Total
£20,690.23

55.4 Expenditure – Village Hopper

Date		Chq No	Payee	Details	Amount	VAT	Payable under power
29.5.20	629035859		Longmarsh	Vehicle hire	£158.26	£26.38	Localism Act 2011 ss1-8
1.6.20	DDR		Premium Credit Ltd	Insurance	£86.53		Localism Act 2011 ss1-8
13.6.20	DDR		Nest	Pension pymts	£197.87		Localism Act 2011 ss1-8
15.6.20	DDR		Fuel Genie	Fuel	£948.64	£158.07	Localism Act 2011 ss1-8
15.6.20	DDR		Arval	Lease	£941.82	£156.97	Localism Act 2011 ss1-8
21.6.20	STO		Tixiom	Ticket machine	£48.00	£8.00	Localism Act 2011 ss1-8
26.6.20				Wages	£2,789.15		Localism Act 2011 ss1-8
	801561032		HMRC	PAYE	£1,610.19		Localism Act 2011 ss1-8
8.7.20	29810695		D Rush	Expenses	£39.55		Localism Act 2011 ss1-8

The balance in the Current Account stands at £22,006.26 (assuming all cheques presented).

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

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

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

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

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

55.7 To **approve** spending against budget report (appendix 3)

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

55.8 To **consider** S137 grant application from Cogenhoe Football Club for £2000 (new portable goals & nets for new youth section at cost of £7500).

(£3000 budget nothing spent to date).

As some details were not clear from the application and accounts submitted, it was **agreed** that the Clerk would seek clarification. Action Clerk

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

-To receive usage figures for June

-Cllr Cunnington advised that there had been 1207 visits to the website in June.

57. **Emergency Plan**

-To **approve** updated plan (circulated by email 5/6/20)

Subject to one amendment, the updated plan was **approved**.

58. **Village Hopper**

-Update

The Clerk **reported** that passenger numbers are picking up very slowly. The grant schemes that have supported the service are all coming to an end, it is hoped that they will be extended as Government is still saying avoid public transport if possible, which is not helping public confidence.

£810 credit received on account from Arval – NOTED

59. Dog Bins

-To receive quote for replacement dog bins Village Hall

The Clerk **reported** that the 3 bins currently in front of the village hall that are in a very poor state of repair, could be replaced with 2 larger red bins at a cost of £460 + VAT (including fitting).

It was **proposed** and **resolved** that this be **approved**. Clerk to place order.

Action Clerk

60. Street Lights

-Request from resident for improved lighting in Nene Rise.

Councillors **agreed** to take a look at the area when it was dark.

C/F

61. Policy Reviews

-To organise review of council policies

Clerk to circulate these for review.

62. Correspondence Issued – None

63. Correspondence Received (in addition to listed above)

Email NALC NEW MODEL CODE OF CONDUCT CONSULTATION forwarded 25.6.20 - NOTED

Email Resident 22.6.20 re pocket park water fountain pool forwarded to PP Working party

Cllr Biggs was thanked for the excellent job he had done in replacing this

Email Cllr Hollowell re fence 35A Station RD - NOTED

Email SNC looking for places to plant trees

It was **agreed** that the Clerk would find out what species the trees are.

Action Clerk

The Clerk **reported** that 2 emails had been received from residents about speeding in the village in the Station Rd / rear of Burman's Way houses area & leaving the village towards Grendon. Cllr Cunnington & Cllr Grubb had also spoken to residents directly about this and there had been some comments on Facebook about the perceived issues.

The Clerk clarified **actions that had been taken previously** to help with these issues.

-A speed survey had been conducted for 4 weeks in July 2017 which had provided data for 2 locations, Station Rd / Glebe Road junction (monitoring Station Rd traffic) & Whiston Rd.

The results of this had been shared with the Police's Safer Roads Team. The survey had shown that-

In Location 1 (Station Rd / Glebe Road) in the 2-week monitoring period 12511 vehicles had travelled Past the recording box, of these 8.9% were travelling at 36-40 mph and 3.39% were travelling at 41 mph +. All other vehicles were travelling within the speed limit.

In Location 2 (Whiston Road) in the 2-week monitoring period 8711 vehicles had travelled Past the recording box, of these 20.6% were travelling at 36-40 mph and 13% were travelling at

41 mph +.

All other vehicles were travelling within the speed limit.

The average speed of all vehicles travelling past both locations was 33.8 mph.

Following these results the Parish Council met with Highways Liaison Community officer and the Police Safer Roads Team.

They had made the following points.

- The average speed is worse in the Whiston Road area, probably because it doesn't 'feel' like a 30 mph speed limit area (despite the warning signs and streetlights).
- It is not a suitable location for the speed camera van due to there not being a clear line of sight.
- The problem is not bad enough to deploy limited resources of hand-held enforcement devices.
- The Safer roads team agreed to install 2 x 30mph repeater signs (at the Parish Council's cost) to act as a reminder of the speed limit.
- Discussion took place about traffic chicanes and speed bumps as traffic calming measures. Both were ruled out as speed bumps increase noise and the cost of a chicane (Approx. £35k which would have to be met by the village, was prohibitive).

- The Safer Roads Team confirmed that the Station Rd area was also not suitable for the speed camera van as there was no suitable location to park it. Hand-held enforcement could again not be justified as the problem was not bad enough.

Whilst the Parish Council has no powers to enforce speed limits, as some residents had reported that the issues had got worse recently after much discussion, it was **agreed** that the Clerk would-

Actions to be completed by Clerk-

- Contact the Safer Roads Team to ask about possibility of hand-held device enforcement, in both locations.
- Report the drain cover in Station Rd to Highways as the noise from this as vehicles travel over it was causing nuisance to residents.
- Contact Highways see if there was any legislation that would require heavy vehicles / coaches to use the A45 rather than travel through the village.
- Contact Highways about the possibility of a 20mph speed limit in Orchard Way and what the legal legislation is for such a limit.
- Investigate the costs of a mobile vehicle activated speed sign (that could be used at various locations) and that also collects data to help monitor the issue. (Approx cost £2000).

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

- Cllr Cunnington **reported** that the idea of a bluebell wood was being explored further by the pocket park working party. He also reported that a resident had kindly offered a monetary donation to purchase bulbs for the village (possibly bluebells).
- It was **reported** that the footpath from Church Street to The Piece needs a thorough clean/clearing of Vegetation, it was **agreed** that the Clerk obtain a quote for this work. Action Clerk
- there had also been reports of bikes & quad bikes on both KF26 & KF15. It was **agreed** that the Clerk would check out the legality of this and if not permitted signage be considered advising of this. Action Clerk

-Cllr Biggs **reported** that a tree branch had fallen onto the road opposite Cottons Farm on 9/6/20, the Police had been called and the branch cleared by them and residents. It was **agreed** that this should Be reported to the estate as it was a seemingly healthy tree. **Action Clerk**

-Cllr Packer **reported** that SNC had advised that they were ordering 2 replacement waste bins for Outside the Village Hall and at the top of Whalley grove as the caches were broken. She also reported That despite there being a dog waste bin next to the Village Hall bin people were depositing dog waste in the general waste bin, Clerk to put up a notice asking people not to do this. **Action Clerk**

65. Meeting Closed & date of Next Meeting

There being no further business the meeting closed at 9.20pm

Date of next meeting

Monday 3rd August 7.30pm –Council Meeting, likely virtual meeting.



Deborah Rush

Parish Clerk 13.7.20

Appendix 1 CWPC Bank reconciliation

Cogenhoe & Whiston PC		6.7.20		
Bank Reconciliation				
Total receipts			£20,635.90	
less				
Total payments			£11,762.61	
				£8,873.29
Plus opening balances				£28,897.80
				£37,771.09
Bank accounts				
Current AC				£19,798.39
plus				
Business Prem AC				£19,742.75
				£39,541.14
Plus credits not yet showing				NIL
Less unrepresented cheques				
	D Rush	Wages	£671.70	
	HMRC	PAYE	£58.90	
	Total Gas & Power	Electricity	£130.14	
	D Rush	Expenses	£23.40	
	Wellingboro Norse	Grass	£266.91	
	NCALC	Training Clerk	£19.00	
	Well Planted	Planters	£600.00	
			£1,770.05	£1,770.05
				£37,771.09

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 Village Hopper bank reconciliation

Cogenhoe & Whiston PC		VH	6.7.20	
Bank Reconciliation				
Total receipts			£33,169.30	
Total payments			£17,999.11	£15,170.19
Plus opening balances				£6,836.07
				£22,006.26
Bank accounts				
Current AC				£26,227.50
Plus credits not yet showing				
		w/c 16/3/20	£217.65	
				£217.65
Less unrepresented pymts				
	HMRC	PAYE	£1,610.19	
	Wages		£2,789.15	
	D Rush	Expenses	£39.55	
			£4,438.89	£4,438.89
				£22,006.26

Appendix 3 Spending against budget end Q1

	20/21 budget	End Q1 30.6.20	%	End Q2
Income				
Precept	£34,750.00	£17,375.00	50%	
Mowing Grant	£800.00			
Total	£35,550.00		0%	
Expenditure				
Playing Field	£10,000.00	£4,080.40	40.80%	one off exp
Village Main	£1,100.00	£832.98	75.73%	planters & gate
Grass & Bins	£4,000.00	£756.84	18.92%	
Clerks salary	£8,420.00	£2,074.20	24.63%	
Clerk Exp	£750.00	£149.72	19.96%	
Audit	£300.00			
Membership	£900.00	£824.49	91.61%	annual cost
Insurance	£1,200.00	£1,190.27	99.19%	annual cost
Council Exp	£750.00	£29.29	4%	
Training	£150.00	£19.00	12.67%	
Lights R&M	£750.00	£126.16	16.82%	
Elec costs	£2,000.00	£269.90	13.50%	
S137 max £8733	£3,000.00			
Pocket Park	£500.00			
Website	£600.00			
LG reform	£500.00			
Defibrillator	£150.00			
	£35,070.00	£10,353.25	29.52%	
Loan repayment	£2,475.00	£1,235.78		
Total	£37,545.00	£11,589.03	30.87%	