

COGENHOE & WHISTON PARISH COUNCIL

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

Minutes from the council meeting held on the 7th September 2020, 7.30pm via zoom.

88. Open forum

-No members of the press or public attended the meeting.

89. To receive and accept apologies for absence.

- **Apologies for absence** were **received** and **accepted** from Cllr Biggs & Cunnington.

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

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

Cllr Scott declared an interest in item 96.3. As this was for information only, he was permitted to remain in the meeting whilst the Clerk gave an update.

91. To sign the minutes of the meeting held on **3rd August 2020**.

The **minutes** of the meeting held on **3rd August** were **signed**.

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

-Street doctor updates.

11.2.19 964852	Problem: Vegetation Description: Weeds Street/Town: Cogenhoe Road, Cogenhoe And Whiston	18.2.19 Tree report will be undertaken by an Arboriculturalist, any recommendations will be added to tree works programme. Referred to Jayne Hawtin.
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	<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>	
9.10.19 1798428	Light on public footpath from Church Street to The Piece is obscured	<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	Cannot remain on footpath with pushchair due to overhanging vegetation at 46 Church Street	<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> <p>22.4.20</p> <p>This report has been assessed and a job for repair has been raised.</p> <p>State changed to: Action scheduled</p>
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>22.4.20</p> <p>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</p> <p>Photographs forwarded to SNH</p>
2143384	Opposite Roe Farm Whiston RD	<p>Trees are overhanging blocking sensor for speed sign</p> <p>16.6.20</p> <p>Thank you for your enquiry. A works order has been raised and will be undertaken within the next four months.</p>
23.6.20 2168542	Vegetation overhanging is making it difficult to use the footpath – 68 Station Rd	<p>25.6.20</p> <p>Thank you for your enquiry. Site visit has been undertaken. A letter will be sent to</p>

		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.
7.7.20 2189669	Tree branch overhanging making it difficult to use footpath York Avenue	13.7.20 Thank you for your enquiry. The landowner has been contacted and requested to cut back as necessary. State changed to: Investigating
5.8.20 2231856	Weeds / nettles making it difficult to use public footpath KF12/KF27	7.8.20 Thank you for your enquiry. Public Footpath KF27 up to Jerusalem Steps has been inspected on 6th August 2020 and found to be recently mowed and fully accessible for pedestrians. Public Bridleway KF12 that passes Jerusalem Steps was also inspected and found to be recently mowed and accessible. No further action required. State changed to: No further action
10.8.20 2238270	overgrown vegetation from Nos 74, 72, 70 & 68 (68 previously reported) making it impossible to remain on the pavement. This is a very busy stretch of road and hazardous to step into especially for older residents.	14.8.20 Thank you for your enquiry. Site visit has been undertaken. No. 74 has been sent a letter requesting that the vegetation is cut back. A re-visit will then be undertaken after 14 days to ensure this work has been carried out. The hedges at the other properties (72 and 70) are not currently causing an obstruction for the highway user. This will continue to be monitored through programmed safety inspections. The previous report for number 68 has been updated.
12.8.20 2241874	Glebe Road Trees overhanging / overgrown	Investigating
19.8.20 2253542	Water from drain has damaged the footpath outside 7 St Peters Way	24.8.20 Thank you for your enquiry. A works order has been raised and will be completed within 28 days.

-Clerk mobile phone now in operation – number 07512 045418 - NOTED

C/F last meeting –

Tree planting scheme SNC – as this was most relevant to the Pocket Park working party (no representatives present) it was C/F. C/F

Good verge Guide – it was **agreed** that this was not applicable to the verges that fall under Parish Council responsibility.

The Clerk also **advised** that the new dog waste bins had now been fitted outside the village hall car park.

93. Police Matters.

Crime Stats crime – 3 crimes June 2020 - NOTED

Mill Lane	Burglary
Brafield Rd	Anti-social behaviour
Station Rd	Violence & sexual offences

Other Police Matters

Local consultation – ANPR Camera Expansion

Request to fit camera on Whiston Rd (lamp post on corner of Church Street).

There were no objections to this being fitted.

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

- CCllr Michael Clarke reported (via email) that NCC had received in excess of £35 million from the Government emergency fund to meet the costs of the pandemic & to offset the fall in revenue from business rates, parking charges etc. He also reported that a new chief executive for the West Northants Unitary Council had been appointed, Anna Earnshaw who is currently the Deputy Chief Executive at NCC and the Head of the Adult Social Care directory will assume the role later in the year and will move the new authority towards vesting day in May 2021. Work continues towards this which also includes equalisation of council tax across the current three districts.

-DCllr Steven Hollowell reported that the Local Plan Part 2 has now been formally adopted by SNC and becomes part of the development plan for South Northamptonshire. He also advised that local elections are planned for May 20201 and now is the time to consider standing for the role of parish councillor or as ward councillor for the new unitary council (3 per ward). DCllr Hollowell had also submitted a report to the council about the removing of the Station Rd to Orchard Way footpath (KF26) from the definitive map without consultation. He believes that proper process has not been followed to do this and therefore the Parish Council should request an order to replace the footpath on the definitive map and statement. It was agreed that the Parish Council should accept his recommendation.

95. Chairman's Report

Annual Parish Meeting date – Wednesday 21st October 2020 (prov.)

It was **agreed** that now that legislation had been passed to allow this to take place virtually it would be organised for Wednesday 28th October 2020. Action Clerk

Update from Village Hall consultation

The Chairman updated the council on the recent village hall consultation about the running of the village hall. The 15 responses & 15 Facebook likes had all been positive about the proposal. Some further documentation was required by the Charity Commission, but this was in hand.

Cllr Bailey also gave an update on the play area renovation project which the Parish Council has made a substantial grant towards. The new equipment was now all in place and the groundworks were being completed this week. The poor weather had delayed completion slightly. Opening of the new area was planned for Monday 21st September 2020 at 3.45pm.

96. Development & Planning

96.1 Applications Received

S/2020/1405/TCA

Sycamore - remove lower branches up 150 cms as they are very low, reduce overall size by 40 % due to over shadowing and excessive leaning.

10-12 Mill Lane Cogenhoe NN7 1NA - for information only. - NOTED

96.2 Applications Determined

S/2019/2349/FUL Close Cottage, Main Street, Whiston – replacement dwelling

Permitted with conditions - NOTED

S/2020/0758/LDE Billing Aquadrome Ltd Cogenhoe Mill Caravan Site Mill Lane Cogenhoe NN7 1NA

Certificate of Lawfulness (Existing) for existing use of area known as the car park or known locally as the Boatyard for delivery, unloading, temporary storage and loading area for Static Units Caravan(s) – REFUSED - NOTED

96.3 Other Planning matters

S/2020/0089/FUL 14A Whalley grove - CIL payment overdue, recovery process commenced by SNC enforcement. - NOTED

97. Financial matters

97.1 Income Received – £100 donation for bulbs

97.2 Expenditure

Date	BACS	Chq No	Payee	Details	Amount	VAT	Payable under power
6.8.20	855371012		Cogenhoe United FC	Grant	£500.00		Localism Act 2011 ss1-8
25.8.20	DDR		Total Gas & Power	electricity	£126.12	£6.01	Localism Act 2011 ss1-8
28.8.20	708954262		D Rush	Wages	£671.70		Localism Act 2011 ss1-8
28.8.20			HMRC	PAYE	£12.80		Localism Act 2011 ss1-8
31.7.20			Unity Bank	card charge	£3.00		Localism Act 2011 ss1-8
15.8.20		300030	SNAST NHW	membership	£20.00		Localism Act 2011 ss1-8
7.9.20	530590114		Wellingborough Norse	Dog Bins	£374.40	£62.40	Localism Act 2011 ss1-8
7.9.20	338515028		D Rush	Expenses	£27.52		Localism Act 2011 ss1-8
7.9.20	778730992		CPRE	Membership	£36.00		Localism Act 2011 ss1-8

The balance in the Current Account stands at £15,137.60 (assuming all cheques presented).
The balance on the Business premium account stands at £19,762.46

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

97.3 Income Received – Village Hopper

29.7.20	Contactless pymts	£116.75
5.8.20	Contactless pymts	£38.52
	NCC	£3,037.60
6.8.20	VAT	£356.34
7.8.20	Cash fares	£1,433.63
7.8.20	Donations	£7.19
12.8.20	Contactless pymts	£79.46
18.8.20	Contactless pymts	£55.23

£5124.72

97.4 Expenditure – Village Hopper

Date	Chq No	Payee	Details	Amount	VAT	Payable under power
27.7.20	35606091	Longmarsh	Vehicle Hire	£192.00	£32.00	Localism Act 2011 ss1-8
15.8.20	DDR	Fuel genie	Fuel	£1,120.94	186.82	Localism Act 2011 ss1-8
17.8.20	DDR	Arval	Lease	£941.82	156.97	Localism Act 2011 ss1-8
21.8.20	STO	Tixiom	Ticket machine	£48.00	£8.00	Localism Act 2011 ss1-8
6.8.20	931105419	Longmarsh	Vehicle Hire	£479.48	£79.91	Localism Act 2011 ss1-8
28.8.20	286956266		Wages	£2,703.75		Localism Act 2011 ss1-8
		HMRC	PAYE	£536.01		Localism Act 2011 ss1-8
		NEST	Pension pymts	£205.75		Localism Act 2011 ss1-8
17.8.20	459718118	Longmarsh	vehicle hire	£249.74	£41.62	Localism Act 2011 ss1-8
20.8.20	865492749	Jay Harvey Vehicle	10 week safety inspe	£78.00	£13.00	Localism Act 2011 ss1-8

The balance in the Current Account stands at £27,065.56 (assuming all cheques presented).

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

97.5 To **approve** bank reconciliation Parish Council account (appendix 1)
It was **proposed** and **resolved** that this be **approved**.

97.6 To **approve** bank reconciliation Village Hopper account (appendix 2)
It was **proposed** and **resolved** that this be **approved**.

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

-To receive usage figures for August

Cllr Cunnington had reported by email that there had been 1370 visits to the website.

99. Village Hopper

-Email from user re excellent service

The Clerk **reported** that an email complimenting the service had been received, the member of staff mentioned had been thanked most sincerely.

The Clerk also **advised** that there had been a recent breakdown which required 2 days of hire vehicle and that all grant support had now been stopped.

100. Street Lights

-Request from resident for improved lighting in Nene Rise

Update from Cllr Grubb from viewing

Cllr Grubb **reported** that the existing streetlight provided adequate levels of lighting to the area and any additional lighting would shine into bedroom windows due to possible locations and the slope of the land. Clerk to advise the resident who raised the matter. **Action Clerk**

101. Policy Reviews

-To update of list Community Infrastructure Levy identified projects.

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

-To **approve** Virtual Meeting Policy (circulated before meeting).

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

102. Leaf Blower

-To consider purchase of leaf blower at cost of £185

<https://www.amazon.co.uk/Mcculloch-GB355BP-Petrol-Backpack-Blower/dp/B01MFH4HEA>

It was **proposed** and **resolved** that this expenditure be **approved** (for use only by Parish Councillors or village handyman). Clerk to order. **Action Clerk**

103. Footpath The Piece – Church Street

-to consider planting cleared border – Cllr Cunnington

It was **agreed** that this would be a good idea, Cllr's Bailey & Cunnington to organise.

Action Cllr's Bailey & Cunnington

104. **Church Street**

State of road – Cllr Packer

Cllr Packer asked that the cancelled meeting with Highways and Cllr Michael Clarke be reorganised as the road was in a very poor state of repair.

Action Clerk

105. **Speeding**

-Report the drain cover in Station Rd to Highways as the noise from this as vehicles travel over it was causing nuisance to residents –

Highways report-5.8.20

Thank you for your enquiry. A works order has been raised and will be completed within 6 months to replace the gully. - NOTED

-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).

Quote obtained.

Police Surgery / enforcement held Thursday 27th August.

Police comments received afterwards.

'We attended York Avenue in Cogenhoe today between 11:10am - 1:00pm to carryout speed checks and discuss local concerns with the community.

During our time there we carried out 68 speed checks on vehicles and recorded 0 offences.

We have no doubt that vehicles do speed on this road as there were a few sharp brakes upon seeing us therefore we kindly remind the community to watch their speed, especially as there is a school on this road.'

28.8.20

'We spoke on Thursday about an issue with vehicles blocking the pavement near to the Church. We had a drive down there again today just to ensure there is an obstruction before we spoke with the owner.

The issue we have here is that the path almost ends when it reaches the next property. We cannot argue that a pram/wheelchair cannot get by as the path immediately afterwards is too thin to pass anyway and would require a pram/wheelchair user to move onto the road. It's also a similar width to the space they are leaving with their vehicle.'

I cannot justify there is an obstruction as the house next to it is causing the same obstruction, I'm afraid. It is also not on a bend or poor visibility.'

-The Clerk reported that the Police had recently held some further speed enforcement on York Avenue & a surgery for residents to voice their concerns about any matters. Several residents had attended. The council has carried out further actions following concerns raised about speeding & HGV's in the village. All local HGV operators had been written to reminding them about the weight restriction through the village, that means that HGV's should only travel through if they were accessing an address within the weight restriction zone. Further discussion has taken place with the company who sell the speed monitoring devices, subject to confirmation about fixing and suitability of location this will be ordered.

106. Noticeboard Village Hall

Damaged noticeboard reported to Anglian Water, claim through their insurance being submitted.

The Clerk **reported** that the noticeboard has been badly damaged following the recent work by Anglian water, an insurance claim against Anglian Water is being pursued.

107. Correspondence Issued

Letters sent to Mick George, Hansons, Ye Olde Furniture Co Ltd (Roe Farm) & MQP (Crow Lane) re lorries travelling through village. - NOTED

108. Correspondence Received (in addition to listed above)

Request from resident to consider Gigabit broadband for village

It was **agreed** that the Clerk would investigate the criteria for this scheme. **Action Clerk**

Resident re trees Glebe Way – reported to Street Doctor - NOTED

Resident re overgrown vegetation -68-74 Station Rd – reported to Street Doctor. -NOTED

31.7.20 NCALC E-update Jul/Aug forwarded 3.8.20

Resident re street sign Glebe Way / RD – forwarded to SNC, replacement sign ordered- NOTED

Resident re street sign Whalley Grove - forwarded to SNC, replacement sign ordered - NOTED

Resident re damaged footpath St Peter's Way – reported to Street Doctor. - NOTED

17.8.20 NCALC – Unitary blueprint -forwarded 18.8.20

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

-Concern was raised about the general state of the pavements in the village, several areas have been reported to Highways and some remedial work has now been completed. If there are any other specific areas that are particularly bad please advise the Clerk.

-It was **reported** that the sewers in Church Street are to be lined shortly.

-It was **noted** that the recent NCALC update had mentioned some software that could dim LED

lights, Clerk to investigate.

Action Clerk

-It was **reported** that the road sweeper had been in the village but that weedkilling was required.

Action Clerk

-It was **reported** that the road surface of Glebe Way was in a very poor state of repair. Clerk to report.

Action Clerk

-It was **reported** that following some work by Anglian Water the footpath between Station Rd & Burmans Way had been left in a poor state of repair, if remedial work is not completed within next few weeks this would be reported.

110. Meeting Closed & date of Next Meeting

There being no further business the **meeting closed at 8.30pm**

Date of next meeting.

Monday 5th October 7.30pm –Council Meeting, Village Hall, Cogenhoe

(if face to face meetings are permitted).



Deborah Rush

Parish Clerk 8.9.20

Appendix 1 CWPC Bank reconciliation

Cogenhoe & Whiston PC		7.9.20		
Bank Reconciliation				
Total receipts			£20,755.61	
less				
Total payments			£14,753.35	
				£6,002.26
Plus opening balances				£28,897.80
				£34,900.06
Bank accounts				
Current AC				£16,405.64
plus				
Business Prem AC				£19,762.46
				£36,168.10
Plus credits not yet showing				NIL
Less unrepresented cheques				
	Total Gas & Power	electricity	£126.12	
	D Rush	Wages	£671.70	
	HMRC	PAYE	£32.30	
	Wellingborough Norse	Dog Bins	£374.40	
	D Rush	Expenses	£27.52	
	CPRE	Membership	£36.00	
			£1,268.04	£1,268.04
				£34,900.06

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	7.9.20	
Bank Reconciliation				
Total receipts			£50,353.60	
Total payments			£30,124.11	£20,229.49
Plus opening balances				£6,836.07
				£27,065.56
Bank accounts				
Current AC				£31,044.18
Plus credits not yet showing				
Less unrepresented pymts				
	HMRC	PAYE	£1,100.87	
	Wages		£2,703.75	
STO	Tixiom	Ticket machine	£48.00	
STO	Tixiom	Ticket machine	£48.00	
	865492749 Jay Harvey Veh	10 week inspection	£78.00	
			£3,978.62	£3,978.62
				£27,065.56