

COGENHOE & WHISTON PARISH COUNCIL

Clerk: Deborah Rush
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Agenda for the Meeting of Cogenhoe & Whiston Parish Council (Sole Trustee of Cogenhoe & Whiston Village Hall & Playing Fields) Village Hall Committee –to be held on Wednesday 16th April 2025, 7.30pm at Cogenhoe & Whiston Village Hall, York Avenue, Cogenhoe, NN7 1NB.

Members of the public and press are invited to address the committee 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.

The meeting will begin with a minute silence in memory of Maurice Jaynoy.

A G E N D A

104.25 Open forum

105.25 To receive and accept apologies for absence.

106.25 To receive any declarations of disclosable pecuniary or non-statutory disclosable interests 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.)

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

108.25 To sign the minutes of the meeting held on 2nd April 2025

109.25 Matters arising (for information only)

Covered elsewhere

110.25 Chairman's report

111.25 Finances

111.2.25 Income

11.2.25		E Packer table tennis	Hire fees	£	36.00
16.2.25		Wollaston School	Hire fees	£	36.00
17.2.25		P Oliver	Fees (less deposit)	£	11.85
18.2.25		K Lynch Keep fit	Hire fees	£	37.50
24.2.25		Sripe	deposit	£	49.05
24.2.25		Rivett	Hire fees	£	50.00
26.2.25		Recycle4Charity	Ink cartridges	£	2.05
27.2.25		Delapre FC	Pitch hire	£	55.00
27.2.25		L Ward	Hire fees	£	48.00
27.2.25		HMRC	VAT refund	£	3,080.23
28.2.25		Strike Coaching	Hire fees	£	140.00
28.2.25		M Rivett	add fee	£	2.50
3.3.25		G Hewitt	deposit	£	50.00
3.3.25		Sripe	deposit	£	49.05
3.3.25		Caputo	Hire fees	£	81.00
4.3.25		Insurers Trust	Insurance refund	£	143.93
5.3.25		Delapre FC	Pitch hire	£	40.00
5.3.25		Passion Pilates	Hire fees	£	45.00
5.3.25		C&W Heritage Society	Hire fees	£	24.00
6.3.25		Vals pals	Hire fees	£	522.00
7.3.25		Cogenhoe Minis / Hodginkinson	Hire fees	£	45.00
7.3.25		Cogenhoe pre-School	Hire fees	£	1,080.00
7.3.25		K Lynch Keep fit	Hire fees	£	96.00
10.3.25		NDTC	Hire fees	£	180.00
10.3.25		E Packer table tennis	Hire fees	£	54.00
12.3.25		Vals pals	Hire fees	£	252.00
14.3.25		Northants Camping	Hire fees	£	108.00
14.3.25		Olde England CC	deposit	£	50.00
17.3.25		Stripe payments	Hire fees	£	58.90
18.3.25		Delapre FC	Pitch hire	£	55.00
18.3.25		NDTC	Hire fees	£	108.00
24.3.25		Stripe payments	Hire fees	£	29.44
26.3.25		Mad Hire	Hire fees	£	27.00
27.3.25		Nat Lottery	Grant climbing wall	£	7,100.00
27.3.25		Grubb	Comm Outreach	£	14.00
31.3.25		Stripe payments	Hire fees	£	79.58
31.3.25		TFR PC	water allotments	£	300.00
					£14,140.08

1.4.25		Butterworth	Deposit	£	50.00
3.4.25		NDTC	Fees	£	180.00
3.4.25		Passion t/a SW Pilates	Fees	£	60.00
4.4.25		C&W Heritage Soc	Fees	£	24.00
4.4.25		Church coffee 18/3/25 & 1/4/25	fees (43)	£	20.00
4.4.25		E Packer Table Tennis	fees	£	42.00
4.4.25		TFA	pitch hire	£	35.00
4.4.25		Church coffee 3/3/25	fees (43)	£	10.00
7.4.25		K Lynch Keep Fit	fees	£	116.00
7.4.25		Stripe	fees	£	70.72
8.4.25		L Ward	fees	£	24.00
				£	631.72

(Numbers in brackets relate to paying-in slip number)

111.3.25 Expenditure

Village hall	16.4.25					VAT		
24.2.25		900726606	Clean 4 Sure	cleaning February	£	552.74	£	92.12
26.2.25		183493523	M Neal	Drains	£	3,600.00		
28.2.25	DDR		Suez	waste charges	£	117.46	£	19.58
28.2.25		785215105	J Neal	wages	£	96.00		
28.2.25		368419580	D Rush	wages	£	308.36		
28.2.25		242180669	G P Knight	wages	£	122.00		
28.2.25			Unity Trust	bank charges	£	10.80		
4.3.25		888659795	S O'Callghan	Water heater replacement	£	295.00		
12.3.25		345776949	M Rivett	refund deposit	£	50.00		
27.3.25			Deposit	part refund via stripe	£	25.00		
28.3.25		889877511	J Neal	wages	£	96.00		
28.3.25		131923518	D Rush	wages	£	308.36		
28.3.25		758705526	G P Knight	wages	£	106.00		
28.3.25		730763659	Clean 4 Sure	cleaning March	£	653.24	£	108.87
31.3.25	DDR		Suez	waste charges	£	117.46	£	19.58
31.3.25			Unity Trust	bank charges	£	12.10		
31.3.25	TFR 936887392		PC	Cedit card	£	32.19	£	4.65
					£	6,502.71		

Village hall						VAT		
16.4.25								
2.4.25			T Garraway	Kitchen clean	£	37.50		
10.4.25	TFR		PC	re credit card	£	10.95	£	1.83
					£	48.45		

Note Everflow account is in credit by £184.82

To **approve** expenditure as listed

(For credit card expenditure see Appendix 1)

The balance in the current account stands at £30,346.25 (when all invoices listed have been paid).

NB, Electricity bill o/s approx. £8000.

The balance in the Business Premium account is £11,732.36
£5000 Garfield Weston Grant, £4096 ECB Grant

111.4.25 To **approve** bank reconciliation 10.4.25 (Appendix 2)

111.5.25 To **approve** spending against budget end Q4 (31.3.25) (Appendix 3)

111.6.25 To **approve** bank reconciliation 31.3.25 (Appendix4)

111.7.25 To **approve** end of year accounts 31.3.25 (Appendix 5)

111.8.25 **Update** from Clerk re **VAT**.

112.25 Play Area / playing field / car park

-Play area – cleaning booked for 7.5.25

-Climbing wall – to agree location

-Painting front of hall & gate

-Strimmer broken, new one authorised by Clerk & Chairman under emergency spend at cost of £99.99

-Water pipe installed for allotments, separate meter for supply.

113.25 Hall

-Fire alarm

-6 monthly service carried out

-Badminton Court

-Lines painted 16.4.25, dates agreed for club 2nd & 4th Wednesdays

-**Rear hallway**, request from Pre-School that it be re-painted. Paint purchased

Changing room project

-£5000 grant received from Garfield Weston for changing room project, Football Assoc contacted re fund-matching. To consider project costs / contribution.

No further update from grants applied for.

114.25 Update Cogenhoe Pre-School

115.25 Update Cogenhoe Cricket Club

-Batting cage

-Discussion re future maintenance of the wicket (document forwarded 10.4.25).

116.25 Update café facility

-Chairman

117.25 Update TFA Academy (DB)

118.25 Current Bookings

19 Apr 25 18:00-22:00 Easter social evening for NHDA
20 Apr 25 11am-5pm easter event Cliftons Coffee Shop
27 Apr 25 10:00 -13:30 Birthday party
01 May 25 06:00-22:00 West Northants Council Elections
03 May 25 All Day Grand opening Clifton's Coffee Shop
Cricket re-starts
04 May 25 13:15-16:30 Children's party
08 May 25 17:30-21:00 Thirsty Knights Cricket Club match
10 May 25 14:00-17:00 Kathie event
21 May 25 17:30-21:00 Olde England cc Match
22 May 25 17:30-21:00 Olde England cc Match
25 May 25 09:00-16:00 Free Fly event
15 Jun 25 All Day NDTC event

119.25 Correspondence received

None

120.25 Correspondence issued

Covered elsewhere

121.25 Information for the Chairman.

122.25 Date of next meeting

Wednesday 18th June 2025

Deborah Rush



Parish Clerk 10.4.25

Appendix 1

Jan-25		PC	VAT	Hopper	VAT	Comm O	VAT	Allotments	VAT	Vhall	VAT	VAT Number
	Milk & More	£12.50				£12.50						
Dec-25	Grit bin shovel	£10.95								£9.12	£1.83	727255821
18-Dec	Uber	£16.69			£16.69							
20-Dec	Enterprise	£217.00			£217.00							
30-Dec	Ink	£29.75	£24.79	£4.96								305634227
04-Jan	Printer trolley	£25.99	£21.66	£4.33								305634227
04-Jan	Tyre inflator	£14.99			£12.49	£2.50						727255821
04-Jan	Cleanin materials bus	£7.48			£6.23	£1.25						369591444
08-Jan	SLCC membership	£240.00	£240.00									
10-Jan	Youth club craft materials	£6.29				£6.29						
10-Jan	Youth club craft materials	£23.97				£19.97	£4.00					305634227
12-Jan	Reach app Hopper	£6.99			£6.99							
13-Jan	De-Icer	£18.49			£15.41	£3.08						
13-Jan	Refunded next statement	£34.88	£34.88									
14-Jan	Bin bags litterpicking kit	£8.49	£7.07	£1.42								464853265
15-Jan	Stationary	£8.88	£7.40	£1.48								305634227
15-Jan	Ink	£23.89	£19.91	£3.98								305634227
15-Jan	Postage	£3.25	£3.25									
17-Jan	Monthly fees	£6.00	£6.00									
		£716.48	£364.96	£16.17	£274.81	£6.83	£38.76	£4.00		£9.12	£1.83	£716.48
				£381.13		£281.64		£42.76			£10.95	
Feb-25		PC	VAT	Hopper	VAT	Comm O	VAT	Allotments	VAT	Vhall	VAT	VAT Number
	Credit	£34.88										
	Milk & More	£10.00				£10.00						
22.1.25	Bus storage box	£38.99		£32.49	£6.50							109544258
23.1.25	Bus ABA bracket repair	£147.77		£147.77								
30.1.25	FMN trays	£12.99				£10.82	£2.17					332394803
30.1.25	Donation box puzzles/books	£17.99				£14.99	£3.00					305634227
30.1.25	Padlocks	£15.80								£13.17	£2.63	305634227
31.1.25	Puzzles FMN	£28.49				£23.74	£4.75					727255821
4.2.25	Craft & bus padlock	£17.92		£4.12	£0.82	£10.82	£2.16					305634227
5.2.25	Challenge 25 poster	£4.26								£4.26		
5.2.25	Challenge 25 sticker	£3.74								£3.12	£0.62	305634227
5.2.25	Challenge 25 record book	£8.39								£6.99	£1.40	305634227
10.2.25	Ink	£80.27	£66.89	£13.38								305634227
12.2.25	Bus app	£6.99		£6.99								
17.2.25	Admin fee	£6.00	£6.00									
		£399.60										
		£34.88										
		£364.72	£72.89	£13.38	£191.37	£7.32	£70.37	£12.08		£27.54	£4.65	£399.60
				£86.27		£198.69		£82.45			£32.19	£399.60

Appendix 2

Cogenhoe & Whiston PC		10.4.25		
Bank Reconciliation	Village Hall			
Total receipts				£631.72
less				
Total payments				£48.45
Plus opening balances				
Current account				£29,762.98
Reserves				£11,732.36
				£42,078.61
Bank accounts				
Current AC				£30,346.25
plus				
Business Prem AC				£11,732.36
				£42,078.61
Plus credits not yet showing				
Less unrepresented cheques				
				£42,078.61

Appendix 3

Village hall budget 2024/25									
	2024/2025	End Q1	End Q2	End Q3	End Q4				
Income									
	£ 13,500.00	£3,552.00	£6,052.00	£10,300.00	£13,852.00	76.30%	102.61%		
Pre-school	£ 4,000.00	£947.00	£1,547.00	£2,464.00	£3,796.00	61.60%	94.90%		
Dog classes	£ 2,250.00	£295.00	£2,031.00	£2,416.00	£2,986.00	107.38%	132.71%		
Field hire	£ 2,200.00	£545.00	£1,835.00	£1,835.00	£1,835.00	83.41%	83.41%	Grass cutting costs £750	
Cricket Club	£ 5,000.00	£1,030.00	£2,312.00	£4,843.00	£5,958.50	96.86%	119.17%		
Regular bookings	£ 4,000.00	£1,112.50	£1,939.00	£3,588.50	£4,620.77	89.71%	115.52%		
Casual bookings	£ 9,950.00	£2,927.78	£5,537.78	£6,798.69	£7,442.19	68.33%	74.80%		
café									
	£ 40,900.00	£10,409.28	£21,253.78	£32,245.19	£40,490.46	78.84%	99.00%		
Grants					£20,240.00				
VAT refund		£697.84	£1,615.26	£1,615.26	£4,695.49				
Deposits		£350.00	£850.00	£950.00	£1,448.10				
other		£136.00	£192.00	£195.45	£2,406.28				
		£11,593.12	£23,911.04	£35,005.90	£69,280.33				
Expenditure									
Cleaning	£ 6,237.00	£1,408.85	£3,041.96	£4,675.07	£6,224.43	74.96%	99.80%		
Insurance	£ 1,900.00			£2,252.33	£4,017.18	118.54%	211.43%	Refund	£1908.78 net £2108.40
Electricity	£ 11,100.00	£2,163.36	£2,163.36	£2,163.36	£2,163.36	19.49%	19.49%	O/S invoice c £8,000	
Water	£ 750.00	£193.35	£1,085.20	£1,256.99	£1,256.99	167.60%	167.60%	£300 allotments credit	£184.82 net £772.77
Staff	£ 7,000.00	£1,959.46	£3,949.73	£5,794.83	£7,586.91	82.78%	103.38%		
maintenance/supplies	£ 2,500.00	£723.15	£1,473.46	£1,852.70	£2,414.25	74.11%	96.57%		
Outdoor maint	£ 800.00	£59.44	£1,019.48	£1,361.77	£9,054.27	68.09%	452.71%	£3370 Wicket from grant, £3600 drains, £530 lights	
Waste Services	£ 125.00	£31.50	£65.25	£99.15	£132.10	79.32%	105.68%		
Bank charges	£ 185.00			£181.92	£337.92	98.34%	182.66%	additional bin	
Hygiene Services	£ 1,000.00								
Playground	£ 400.00	£40.00	£40.00	£160.00	£398.00	400.00%	995.00%	License	
membership/licenses	£ 4,000.00								
Improvement projects	£ 37,637.00	£6,579.11	£13,207.36	£20,464.82	£34,547.91	54.37%	91.79%		
Green projects			£9,676.28	£9,676.28	£9,676.28			Doors grant received previous 2023/24	
other		£136.00	£273.20	£273.20	£345.20				
VAT		£929.31	£3,470.30	£4,017.98	£5,302.20				
refund deposits		£310.00	£770.00	£1,220.00	£1,470.00				
PwLB	£ 2,446.58		£1,223.29	£1,223.29	£2,446.58				
	£ 40,083.58	£7,954.42	£28,620.43	£36,875.57	£53,788.17				

Appendix 4

Cogenhoe & Whiston PC		31.3.25		
Bank Reconciliation	Village Hall			
Total receipts				£69,280.33
less				
Total payments				£53,788.17
Plus opening balances				
Current account				£23,366.82
Reserves				£2,636.36
				£41,495.34
Bank accounts				
Current AC				£29,762.98
plus				
Business Prem AC				£11,732.36
				£41,495.34
Plus credits not yet showing				
Less unrepresented cheques				
				£41,495.34

Appendix 5

Cogenhoe & Whiston Parish Council Sole Trustee of Cogenhoe & Whiston Village Hall & Playing Fields

End of year accounts 31.3.25		Registered Charity 304168	
Income			
Cricket club rent	£1,835.00		
Cafe rent	£7,442.19		
Pre-School fees	£13,852.00		
Dog Clubs fees	£3,796.00		
Field hire fees	£2,986.00		
Regular Hirers fees	£5,958.50		
casual hire fees	£4,620.77		
Grants	£20,240.00		
Other	£2,406.28		
Deposits	£1,448.10		
Vat refund	£4,695.49		
	£69,280.33		
Expenditure			
Waste services	£962.50		
Bank charges	£132.10		
Hygiene services	£337.92		
Electricity	£2,163.36	O/S invoice c £8,000	
Cleaning costs	£6,224.43		
Water charges	£1,256.99	£300 allotments credit £184.82 net £772.77	
Outdoor maintenance	£9,054.27	£3370 Wicket from grant, £3600 drains, £530 lights	
Insurance	£4,017.18	Refund £1908.78 net £2108.40	
Maintenance/supplies	£2,414.25		
Staff	£7,586.91		
Environmental projects	£9,676.28	Doors grant received previous 2023/24	
Membership	£398.00		
Other	£345.20		
VAT	£5,302.20		
Refund deposits	£1,470.00		
PC re PWLB	£2,446.58		
	£53,788.17		
Surplus for year	£15,492.16	£16,196 ringfenced grants £8,000 electricity o/s	
Reconciliation of bank balances for year ended 31 March 2025			
Opening balances 31.3.24			£26,003.18
Total income for year			£69,280.33
Less Total expenditure for the year			£53,788.17
			£41,495.34
Represented by			
Current account			£29,762.98
Reserves			£11,732.36
			£41,495.34