

COLD HIGHAM PARISH COUNCIL

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Minutes of the Meeting of Cold Higham Parish Council held in the Cold Higham Parish Hall on Thursday 9 March 2023, 6.00 pm following on from the Annual Parish Meeting.

Present: Cllr K Attenborough, Chairman
Cllr D Carter
Cllr R Chapman
Cllr E Slinn

Gillian Greaves, Clerk

1. Apologies to be accepted. Apologies received from Cllrs Kimbell due to travel arrangements and Cllr Hurford due to illness. The Council **Resolved** to accept and note the apologies.
2. Declarations of Interest. None.
3. Councillor Vacancy. The Council agreed to produce a flyer advertising the vacancy for local distribution and website.
4. Reports from District Councillors. An Annual Report from Cllr Charles Manners was circulated prior to the meeting and can be found on the Councils website www.coldhigham-pc.gov.uk.
5. Public Session. None present.
6. Approval and Signature of the minutes of the Parish Council Meeting of the 19 January 2023. The Council **Resolved** to approve the minutes and they were signed by the Chairman as a true record.
7. Matters Arising:
 - a. Confirmation of precept 2023/24 submission. The Clerk confirmed that the precept submission has been submitted and an acknowledgement received from West Northamptonshire Council.
 - b. Cllr Hurford to update Council on installation of the new noticeboard. Cllr Hurford reported to the Clerk that the noticeboard has now been installed.
8. Correspondence to agree action where needed.
 - a. WNC Town & Parish briefing February 2023. Noted.
 - b. Northamptonshire Police, Fire and Crime Commissioner's February Newsletter. **Noted.** The Chairman highlighted a number of points of interest including the Local Government Boundary Commission review, the integrated care strategy, low income support, rural cost of living survey, sustainability/emissions report, Oxford/Cambs ARK.
9. Neighbourhood Watch/Police Liaison. Cllr Carter attended the Police, Crime and Fire Commissioners Routine Briefing on 8 March and subsequently circulated notes from the meeting. Cllr Carter informed the Council that following Nigel Forster's resignation as the Council's Police Liaison Representative there was a need to find a replacement to ensure the Council is kept informed on local issues.
10. Planning:
 - a. Application WNS/2023/0040/FUL at The Bungalow 12 Manor Road Grimscote NN12 8LN Removal of condition 3 (Occupancy Condition) to planning application TOW/63/96 (Erection of farm dwelling) – consultation deadline passed. Noted.
 - b. Application WNS/2023/0036/FUL at Kettle Close Barn Manor Road, Grimscote, Northamptonshire, NN12 8LN Removal of condition 4 (occupation) S/93/0101/P Change of Use of Barn To One Bedroom Residential Unit For Agricultural Worker. Consultation deadline passed. Noted.
11. Annual Litter Pick update. The Chairman reported that due to unforeseen circumstances the litter pick previously arranged for March had not taken place. The Council agreed to arrange a litter pick for the first weekend of April. The Chairman agreed to produce a flyer for local distribution and to make the necessary arrangements in conjunction with Councillors.
12. Installation of "Not for Suitable for Heavy goods vehicles" signage, south end of Manor Road – Cllr Hurford to report on progress. The Clerk reported that Cllr Hurford has been in direct contact with Helen Howard, Highways Liaison Officer on the matter and will be having a site visit in due course. Cllr Hurford will report to the May meeting.
13. Resolve to contribute towards the cost of "Around Pattishall" newsletter administered by Pattishall Parish Council for the local community. The Council **Resolved** to make a contribution to Pattishall Parish Council of £126.00 towards the cost of producing "Around Pattishall".
14. Resolve to amend the Standing Orders to move the time of meetings to 6pm. The Council **Resolved** revise the Standing Orders and amend the time of meetings to 6pm. This will be an item on the Annual Meeting of the Parish Council.

15. Churchyard/Cemetery.

- a. Weed spraying – Cllr Hurford to report. Deferred to the May meeting.
- b. Mole Hills – Cllr Chapman to report. The Council agreed not to take any action at this time.

16. Finance & Admin.

- a. Approve bank reconciliation 28 February 2023, separate paper circulated. The Council **Resolved** to approve the bank reconciliation and the Chairman signed it as correct.
- b. To receive receipts: NatWest Bank Interest payments for £16.64 31.1.2023 & £16.01 28.2.2023, HMRC VAT claim £845.48
- c. To approve payments. The Council **Resolved** to note the receipts and approve the payments detailed below.

Chq	Payee	Purpose	VAT	Amount	Powers
1183*	G Greaves	Clerks Salary February 23		£269.82	Local Government (Financial Provisions) Act 1963 s5
1184*	HMRC	Clerks PAYE February 23		£67.40	Local Government (Financial Provisions) Act 1963 s5
1185*	NJ Blackwell Garden Services	Mowing Invoice, No 0507	£65.00	£390.00	Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164
DD*	Yu Energy	Electric Charges Invoice 01035883	£0.77	£15.36	Highways 1980 Act.
DD*	Yu Energy	Electric Charges Invoice No 01035884	£2.12	£42.30	Highways 1980 Act.
1186	G Greaves	Clerks Salary March 23		£269.82	Local Government (Financial Provisions) Act 1963 s5
1187	HMRC	Clerks PAYE March 23		£67.40	Local Government (Financial Provisions) Act 1963 s5
1188	G Greaves	Office/Broadband/landline oct-mar 23 - £60.00 Mileage £8.10		£68.10	Local Government (Financial Provisions) Act 1963 s5
1189	Pattishall Parish Council	Around Pattishall Newsletter		£126.00	Local Government (Financial Provisions) Act 1963 s5
1190	Northants CALC	Training Course Invoice 2742	£6.00	£36.00	Local Government (Financial Provisions) Act 1963 s5
1191	Barbara Osborne	Payroll services Q4 22/23		£67.50	Local Government (Financial Provisions) Act 1963 s5
1192	E-ON	Street Light repair invoice 116936	£1.87	£7.61	Highways 1980 Act.
DD	ICO	Data protection renewal 2023/24		£35.00	Local Government (Financial Provisions) Act 1963 s5
DD	Yu Energy	Electric Charges Invoice 01060012	31.87	£39.21	Highways 1980 Act.
DD	Yu Energy	Electric Charges Invoice No 01060013	£0.70	£14.60	Highways 1980 Act.

17. Resolution to purchase a mobile speeding unit and approve a budget.

- a. Update on installation of mobile speeding unit. The Chairman reported that work was still ongoing to finalise the decision on the preferred mobile speeding unit and supplier and hopes to bring a proposal to the May meeting.

- b. Update on grant application. Cllr Carter reported the grant application would be submitted once the mobile speeding unit had been selected.
- 18. Consider On-Line Banking – the Council to discuss the options and requirements of an online bank account. Cllr Slinn reported that he would work with the Clerk and bring a report to the next meeting.
- 19. Councillor Reports & Training Requests.
 - a. New Councillor training requests. The Council approved a request from Cllr Chapman to fund his participation in the Councillor Development Framework (CDF). The Chairman reported that she had received a voucher for a free training place on the CDF from Northants CALC. The Clerk to follow this up with Northants CALC.
 - b. Cllr Slinn reported an incidence of fly tipping in Mill Lane and agreed to report the matter via Street Doctor.
- 20. Confirm date of next meeting **at 6pm Thursday 18 May 2023**. Noted.
- 21. Close. The meeting closed at 19.38pm.

Signed:

(Chairman)

Date: