

COLD HIGHAM PARISH COUNCIL

Postal Address: 12 Berry Lane, Wootton, NN4 6JX

Email: clerkcoldhighampc@gmail.com

Website: www.coldhigham-pc.gov.uk

Minutes of the Meeting of Cold Higham Parish Council held in the Cold Higham Parish Hall on Thursday 18 July 2024, 6.00pm.

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

Gillian Greaves, Clerk,
Rachael Byrne, Local Area Partnership Lead Officer

1. Welcome and apologies to be accepted. Apologies received from Cllr Butcher due to other commitments. The Council accepted and noted the apologies. The Chairman announced that she had received Cllr Hurford's resignation and wanted to take the opportunity to thank Keith Hurford for his valued contribution to the work of the Parish Council and the Parish of Cold Higham.
2. Declarations of Interest. None.
3. Approval and Signature of the minutes of the Meeting of the Parish Council 13 June 2024. The Council approved the minutes as a true record and signed by the Chairman.
4. Matters Arising: None.
5. Correspondence to agree action where needed. None received.
6. Public Session. None present.
7. Local Area Partnership – Rachael Byrne, Local Area Partnership Lead, Rural South & Rural East Public Health & Wellbeing. Rachael Byrne gave an overview of the work being undertaken by the Local Area Partnership in West Northants and its purpose is to tackle inequality at a community level – identifying and prioritising solutions. The key priorities concerned aging population, dementia, children and young people, social isolation and morality including County Lines project, hidden poverty e.g. mortgage debt. The team do not have a budget but work to set up self-funding groups to tackle the issues, there are currently groups in Cogenhoe and Hackleton looking at improving outcomes for those living with dementia. Other examples were successful working arrangements with Elizabeth Woodville School working with Year 8 Pupils on budgeting and money management. The Council thanked Rachael for attending the meeting.
8. Report from Police Liaison Representative. Cllr Chapman circulated a few reports prior to the meeting concerning changes in police personnel. The Chairman gave a brief report on a Police Liaison meeting she recently attended where Danielle Stone, the newly appointed Northamptonshire's Police, Fire & Crime Commissioner was introduced. Complaints discussed in the meeting concerned the lack of police officers attending parish council meetings.
9. Planning Matters. None received.
10. Open Spaces
 - a. Rights of Way – reports of overgrown footpaths. The Clerk circulated a report to Councillors prior to the meeting concerning a complaint of overgrown right of way. The Rights of Way officer has been contacted and is investigating four incidents of overgrown footpaths. All reports of overgrown or block footpaths or broken stiles etc., should be reported via fix my street.
 - b. Rights of Way – Definitive Parish Maps and landowner information. Cllrs Kimbell and Carters reported that they both had a copy of the definitive maps and Cllr Carter agreed to install the digital version on to the Council's website.
11. Cemetery
 - a. Cemetery working group - report to Council. The Chairman reported that several residents had come forward to get involved in a discussion on improving the Cemetery, a meeting is to be organised. A priority for the cemetery is to tidy up the area where the Holly tree was and arrange for grass mowings to be removed from the area.
 - b. Green waste bin for Cemetery – consider purchasing an annual permit for green waste bin at £58 pa. The Council **Resolved** to approve the purchase of an annual permit for £58 from WNC for a green waste bin to be sited in the Cemetery.

- c. Tidy up of Memorial Garden - consider quotation to remove mowings to tip. The Clerk had obtained a quotation for £100 from Mr Taylor to remove the grass mowing to the tip and the Council **Resolved** to approve the quotation.

12. Grass mowing:

- a. Grass Mowing Specification 2025. The Clerk reported that she would be meeting with Keith Hurford in the next few weeks to gather all the information on the current specifications for grass mowing, verges, grass strimming and ad hoc works such as the cemetery hedge etc. This would be in readiness for 2025 budget process including obtaining quotes from contractors. Once the current specification was available Councillors could consider what changes they would like to include to the specification taking account of costs, value for money and residents views.
- b. Urban Grass Mowing grant update. The Clerk reported that she had been informed by Danny Moody, NCALC that an update from WNC on the Urban Grass Mowing Grant should be issued shortly.

13. Mobile Speeding Camera Project Update. Discussions have been taking place with Pattishall parish council on joint procurement of a mobile speed camera and it was agreed further information was needed before a decision could be made. A further update will be considered at the September meeting,

14. Finance & Admin.

- a. The Chairman reported that with the resignation of Keith Hurford it would be necessary to remove him as a signatory from the Council's bank account and seek a replacement. Cllr Chapman volunteered to become a signatory and the Clerk was instructed to make the necessary arrangements. The Council to resolve the matter at its September meeting.
- b. Approve bank reconciliation 30 June 2024 - separate paper circulated. The Council **Resolved** to approve the bank reconciliation as correct and signed by the Chairman.
- c. To receive receipts and approve payments: The Council **Resolved** to receive the receipts and approve following payments.
- i. 26.06.2024 Whites Funeral Directors, Burial Fee £200.00
 - ii. 30.06.2024 Unity Trust Bank, Bank Interest £147.04
- d. To approve payments:

MOP	Payee	Purpose	VAT		Powers
BP	G Greaves	Clerks July Salary		£338.96	Local Government (Financial Provisions) Act 1963 s5
BP	HMRC	Clerks July PAYE		£84.80	Local Government (Financial Provisions) Act 1963 s5
BP	G Greaves	Clerks July Expenses - Mileage £8.10		£8.10	Local Government (Financial Provisions) Act 1963 s5
BP	Cuttlefish Multimedia Ltd.,	Website – Logo Design inv 1253	£18.00	£108.00	Local Government (Financial Provisions) Act 1963 s5
BP	E-ON	Street Light Maint. Invoice 124338	£6.00	£36.00	Highways 1980 Act.
BP	NJ Blackwell Garden Services	Mowing invoice 1277	£46.00	£276.00	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
BP	Mr Taylor	Stimming invoice 5 & 6		£188.00	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
DD	Yu Energy	Electricity supply invoice 01792732	£0.72	£15.12	Highways 1980 Act.
DD	Yu Energy	Electricity supply invoice 01792733	£1.55	£32.53	Highways 1980 Act.

15. Logo Design Update and approve further budget – Cllr Carter circulated a spreadsheet prior to the meeting setting out the criteria for selecting the preferred logo and asked Councillors to complete and return the spreadsheet to him asap. Cllr Carter reported he was very satisfied with the support provided by Cuttlefish Multimedia Ltd.

16. Resolution to approve Scheme of Delegation 2024. The Council **Resolved** to adopt the Scheme of Delegation 2024.

17. Recruiting new Parish Councillors. The Chairman asked Councillors to consider ways to attract interest from residents in becoming a parish councillor.

18. Councillor Reports & Training Requests. Cllr Carter reported that he had been in discussions with the Chairman of Pattishall Parish Council on the VE Day Anniversary in 2025 and the possibility of a joint event between the two parishes. A small working group will be established to progress the matter further.

19. Confirm date of next Parish Meeting 19 September 2024 at 6pm. Cllr Slinn sent apologies for the September meeting. Date of meeting noted.

20. Close. Meeting closed at 7.50 pm.

Signed:

Date: September 2024

Chairman