

COLD HIGHAM PARISH COUNCIL

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

Email: clerkcoldhighampc@gmail.com

Website: www.coldhigham-pc.gov.

Minutes of the Meeting of Cold Higham Parish Council held in the Cold Higham Parish Hall on Thursday 19 September 2024, 6.00pm.

Present Cllr K Attenborough, Chairman
Cllr N Butcher
Cllr D Carter
Cllr J Kimbell

Gillian Greaves, Clerk,
Cllr Charles Manners

1. Welcome and apologies to be accepted. Apologies received from Cllr Chapman due to work commitments and Cllr Slinn due to holiday. The Council accepted the apologies.
2. Declarations of Interest. None.
3. Approval and Signature of the minutes of the Meeting of the Parish Council 18 July 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.
 - a. Keir/WNC Urban Highways Mowing Grant 2024 – Grant review/offer 2024. The Clerk updated the Council on the WNC/Keir review of UHMG which has resulted in the increase of the annual grant from £149 to £640.19 for 2024.
6. Public Session. Cllr Charles Manners gave a verbal report to the Council on the DHL planning application which has recently been declined by WNC. WNC are in the process of appointing a legal team to represent the Council in the event of a Planning Appeal by the Developers. Cllr Manners gave an update on WNC budget situation which is under considerable pressure from several areas including Adult & Social Care budget and Children's Services. Cllr Manners informed Councillors that the Local Plan has been delayed due to the recent Government increase in local housing targets. He further explained that smaller communities will be expected to accept low numbers of new housing in their villages to support the Council to meet the increase in housing targets.
7. Parish Councillor Vacancy update. The Clerk reported that WNC Democratic Services have advised that the Council can now co-opt a Parish Councillor. The Council discussed action to publish information on the vacancy and encourage residents to volunteer for the very important community role.
8. Planning Matters. Noted.

Application No	Location	Description
WNS/2021/1819/EIA	Land North Of The Bell Plantation Watling Street Towcester	Hybrid planning application comprising of Part A:etc., Declined by WNC.
TTO 2425 W334	Manor Road Grimscote	Part of Manor Road will be closed between 11-13th November, this is to allow Anglian Water to complete a new water connection. Noted.

9. Open Spaces.
 - a. Rights of Way update. Cllr Kimbell reported that she was in the process of drawing up details of the landowners where rights of way pass over their land. There have been several complaints from residents concerning overgrown rights of way in the Parish, and these have been reported via fix my street. WNC has been contacted to establish what the voluntary role of the Footpath Warden is within the new Unitary structure. Danny Moody, NCALC has attended a meeting of the WNLAf to discuss the role and will inform the Clerks once he has any further information.
10. Cemetery
 - a. Cemetery working group - report to Council. Deferred to October meeting.
11. Grass mowing:
 - a. Grass Mowing Specification 2025. The Clerk reported that she has contacted the grass mowing contractors and obtained quotes for next year.
12. Mobile Speeding Camera Project Update. Cllr Butcher circulated a presentation prior to the meeting setting out her findings in respect of procuring a mobile speed camera. Cllr Butcher has been working with Pattishall Parish Council to obtain quotations for mobile speed camera. The Council considered the different locations, quotations and varying

specification options. Cllr Butcher has taken the feedback from Councillors, will investigate further and report back to the October meeting.

13. Budget Preparation 2024/25. Cllr Carter reported that he has started the process of building the budget for 2025/6. Cllr Carter will circulate the draft budget before the next meeting for discussion and approval at the November meeting.
14. Banking Update – Clerk to report. The Clerk updated the Council on recent changes to the Council's bank accounts. There are four signatories, Cllrs Attenborough, Carter, Chapman and Slinn.
15. Notification of Exempt Status – PKF Littlejohn LLP. The Council noted the notification from PKF Littlejohn LLP.
16. Finance & Admin.
 - a. Approve bank reconciliation 31 August 2024 - separate paper circulated. The Council approved the bank reconciliation and signed by the Chairman.
 - b. To receive receipts:
 - c. To approve payments: The Council **Resolved** to receive the receipts and approve following payments.

MOP	Payee	Purpose	VAT		Powers
BP	G Greaves	Clerks August Salary		£339.16	Local Government (Financial Provisions) Act 1963 s5
BP	HMRC	Clerks August PAYE		£84.60	Local Government (Financial Provisions) Act 1963 s5
BP	NJ Blackwell Garden Services	Mowing invoice	£34.60	£207.60	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
BP	Mr Taylor	Stimming invoice		£194.00	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
DD	Yu Energy	Electricity supply invoice 01859553	£0.75	£15.71	Highways 1980 Act.
DD	Yu Energy	Electricity supply invoice 01859554	£1.59	£33.44	Highways 1980 Act.
BP	G Greaves	Clerks September Salary		£338.96	Local Government (Financial Provisions) Act 1963 s5
BP	HMRC	Clerks September PAYE		£84.80	Local Government (Financial Provisions) Act 1963 s5
BP	G Greaves	Clerks Expenses – Mileage £24.30 Home working Allowance Apr-Sept 24 £75.00		£99.30	Local Government (Financial Provisions) Act 1963 s5
BP	NJ Blackwell Garden Services	Mowing invoice 1411 £156 & 1438 £207.60	£60.60	£363.60	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
BP	Mr Taylor	Stimming invoice 8		£94.00	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
BP	Computer Doctor Ltd.,	Microsoft Office Software update invoice 28866		£60.00	Local Government (Financial Provisions) Act 1963 s5
BP	Barbara Osborne	Payroll services invoice 7787		£70.50	Local Government (Financial Provisions) Act 1963 s5
DD	Yu Energy	Electricity supply invoice 01927571	£0.75	£15.66	Highways 1980 Act.
DD	Yu Energy	Electricity supply invoice 01927572	£1.61	£33.86	Highways 1980 Act.

17. Logo Design Update – Cllr Carter agreed to recirculate the logo design information and discuss further at the October meeting.
18. Government's Plans on Planning Reform and Housebuilding – Council to consider a response. Cllr Butcher agreed to review the Government's plans on Planning Reform and Housebuilding and submit a response on behalf of the Council.
19. West Northamptonshire Local Transport Plan – Council to consider a response. The Council **Resolved** to devolve the response to the Chairman
20. Notice of the 77th Northants CALC Annual Conference | 5 October 2024 – Council to nominate attendees. Attendees nominated by the Council are the Chairman and Cllr Carter.
21. Remembrance Sunday. Cllr Carter informed the Council that he had liaised with the Church Warden and the usual programme had been agreed. Cllr Carter will organise this and circulate the details nearer the time. Cllr Carter asked the Council for permission to order a wreath as usual, which was agreed.
22. Drop-in sessions to help shape local transport across our area – the Council noted the drop-in sessions.
23. Homestart Daventry & South Northants – request for support. The Council noted the request but decided not to support Homestart Daventry & South Northants at this time.

24. Councillor Reports & Training Requests. Cllr Butcher requested to the Clerk to book a place on the NCALC Planning Nuts & Bolts course in October. The Council approved the request. Cllr Carter reported on the VE Day 80th Anniversary in May 2025. Arrangements are being planned for a joint community event with Pattishall for the weekend 9-11 May 2025, including an opening of the weekend with a cheese & wine party on the first evening,, various sporting activities, including a display in CH Parish Hall (as per D-Day), Fete and 40s ticketed event.
25. Confirm date of next Parish Council Meeting 17 October 2024, 6pm. Noted.
26. Close. The meeting closed at 8.33pm.

Signed by Chairman:

Dated: