

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 17 October 2024, 6.00pm.

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

Gillian Greaves, Clerk,

1. Welcome and apologies to be accepted. The Chairman opened the meeting and advised that she had recently received Edwin Slinn's resignation as parish councillor. The Chairman recorded the Council's thanks for Edwin Slinn's contribution to the work of the Council.
2. Declarations of Interest. None received.
3. Approval and Signature of the minutes of the Meeting of the Parish Council 19 September 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.
6. Public Session. None present.
7. Parish Councillor Vacancy update. The Chairman reported that Edwin Slinn has resigned with immediate effect and the Clerk has actioned the vacancy procedure. The Council currently has two vacancies and Councillors discussed plans to recruit parish councillors including social media, developing a flyer to circulate to residents.
8. Planning Matters. None.
9. Open Spaces.
 - a. Rights of Way update. Cllr Kimbell reported that she had collated information that related to land ownership where rights of way/footpaths cross their land. This was forwarded to the Clerk. There is still a footpath that is overgrown but allegedly subject to a dispute over responsibility to maintain area. The Rights of Way Officer has advised the Clerk that she is progressing the matter. The Clerk reported she is still awaiting information on the County Rights of Way/Footpath Wardens from West Northamptonshire Council.
10. Cemetery
 - a. Cemetery working group - report to Council. The Chairman reported that she would be convening a meeting of the working group which included residents and members of the church. The boundary stone wall which runs alongside the cemetery (between the house and cemetery) is in a poor condition in parts and will soon require either removal or repair. Ownership of the wall is unclear. The Council **Resolved** to approve a budget of up to £50 to undertake a land registry search on the ownership/responsibility of the stone wall which runs along the side of the cemetery. The Clerk was asked to obtain quotations for the removal of the holly tree stump and any subsidiary off shoots.
 - b. Churchyard. The Council discussed ideas for improving the space possibly through improved mowing standards, volunteering and/or wilding including wildflowers. The churchyard wall in Church Lane is in a poor condition in parts and will need remedial action at some point. The Council discussed the closed churchyard which was officially closed by the Diocese on 9 October 1950. Although the Council have undertaken the mowing of the churchyard no records can be found on the transfer of the responsibility of the upkeep of the churchyard to the parish council. The Clerk was asked to write on the matter to the Vicar of St Lukes and if necessary, contact the Diocese of Peterborough.
11. Grass mowing. The Council's contractor has provided a quotation for 2025 mowing season based on the same specification as 2024. The Clerk was asked to establish the additional cost of mowing round the edge of the church wall on the same basis as the regular mow.
12. Mobile Speeding Camera (MSC) Project Update. Cllr Butcher reported on the latest progress on the MSC project. Several meetings have taken place to consider options, locations, data collection and revised quotations sort. Cllr Butcher is hopeful that she will be able to bring a proposal to the November meeting.
13. Budget Preparation 2024/25. Cllr Carter took the Council through the draft budget figures and will bring a final budget to the November meeting for the Council's approval.

14. Banking Update. The Clerk confirmed that the Council's bank UTB have confirmed Cllr Richard Chapman has been registered as a user of the Council's bank accounts. A request to the bank to remove former Councillor Edwin Slinn as a registered user of the Council's bank accounts has been made.

15. Finance & Admin.

- a. Approve bank reconciliation 30 September 2024 - separate paper circulated. The Council **Resolved** to approve the bank reconciliation as correct and signed by the Chairman.
- b. To receive receipts:
- c. To approve payments:
 - i. UTB 30/09/2024 Bank Interest £152.30
 - ii. WNC 27/09/2024 2nd tranche precept £6,050.00

The Council **Resolved** to receive the receipts and approve following payments.

MOP	Payee	Purpose	VAT		Powers
BP	G Greaves	Clerks October Salary		£339.16	Local Government (Financial Provisions) Act 1963 s5
BP	HMRC	Clerks October PAYE		£84.60	Local Government (Financial Provisions) Act 1963 s5
BP	G Greaves	Clerks Expenses Oct Mileage		£8.10	Local Government (Financial Provisions) Act 1963 s5
BP	EON	Street light maintenance invoice 125656	£6.00	£36.00	Highways 1980 Act.
BP	Mr Taylor	Verges invoice 9		£94.00	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
BP	NJ Blackwell GS	Mowing invoice 1495	£23.20	£139.20	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
BP	The Royal British Legion Towcester	Remembrance Wreath		£22.50	Local Government (Financial Provisions) Act 1963 s5
DD	Yu Energy	Electricity supply inv 02006994	£1.70	£35.65	Highways 1980 Act.
DD	Yu Energy	Electricity supply inv 02006993	£0.72	£15.07	Highways 1980 Act.

16. Logo Design Update – Cllr Carter recommended that the project is deferred for now and the Council agreed.

17. Government's Plans on Planning Reform and Housebuilding – Councillor Butcher advised that this was a very high-level document, and the local plan will offer a much better opportunity to comment.

18. West Northamptonshire Local Transport Plan – the Chairman reported that she had reviewed the document.

19. Report on the 77th Northants CALC Annual Conference | 5 October 2024 – the Chairman reported that she had attending the AGM together with Cllr Carter. It was very well attended, and the business dealt with efficiently. A very helpful and useful presentation by Danny Moody, NCALC who covered the topic of recruiting new parish councillors which was very opportune.

20. Remembrance Sunday - Cllr Carter updated the Council on the arrangements for Remembrance Sunday, the programme is being finalised and the Remembrance Wreath has been ordered from the Royal British Legion Towcester for a donation of £22.50.

21. VE Day 80th Anniversary – Cllr Carter updated the Council on the arrangements for the VE Day 80th Anniversary which is being held from Friday 9 – Sunday 11 May 2025 are progressing well however it has been decided not to hold the dog show. The events include a D Day display in the Village Hall, 40s Night on the Saturday evening and a Sunday Fete on the Playing Field at Pattishall. Cllr Carter will be organising a special celebratory flag. Helpers are required to assist.

22. Councillor Reports & Training Requests. Cllr Chapman reported that he had made a few reports via fix my street but was disappointed with the standard of works. Cllr Butcher confirmed she was attending "Planning Nuts and Bolts" training course and Councillors discussed the benefits and costs of the Development Framework Training offered by NCALC. Cllr Kimbell informed the Council of her resignation with immediate effect. The Chairman thanked Cllr Kimbell for her long service as a parish councillor and her contribution to the work of the parish council.

23. Confirm date of next Parish Council Meeting 28 November 2024, 6pm. Noted.

24. Close. Meeting closed 19.55pm.

Signed by Chairman:

Dated: