

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 29 November 2024, 6.00pm.

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

Gillian Greaves, Clerk,

1. Welcome and apologies to be accepted. The Chairman welcomed everyone to the meeting.
2. Declarations of Interest. None.
3. Approval and Signature of the minutes of the Meeting of the Parish Council 17 October 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. WNC Rough Sleeping Estimate response. Nil response recorded.
 - b. Northants Police, "You said, We did for Apr to Oct 2024" Noted.
 - c. Northants Police SNH Neighbourhood Beat Bus and Community Surgeries. Noted.
 - d. October Newsletter from the Police, Fire and Crime Commissioner. Noted.
 - e. West Northamptonshire Council - Community Emergency Planning Briefing. Noted request to NCALC declined for recording or notes to the session as no one available to attend.
6. Public Session. None present.
7. Parish Councillor Vacancy update. Jane Kimbell resigned as Parish Councillor following the October meeting. The Clerk advised that the vacancy notices have expired without a call for an election and the Council may co-opt councillors. The date of the next election is on Thursday 1 May 2025 and all councillors will be required to stand down prior to this date and re-stand for election including any newly appointed councillors.
8. Planning Matters. Cllr Carter raised the DHL planning application number WNS/2021/1819/EIA which has recently been declined by West Northamptonshire Council. Cllr Carter advised the Council that a planning appeal has been lodged by the developer.
9. Open Spaces. The Clerk was asked to write to Mr Stoneman, Footpath Warden and advise him that in the absence of a dedicated Councillor for Rights of Way responsibilities he should contact the Clerk with any queries.
10. Churchyard - Council to consider the response from Reverend Marian Reynolds regarding status of Churchyard. The Council considered the response from Reverend Marian Reynolds and noted the contents. The Clerk was asked to acknowledge the letter and provide information concerning the Cemetery, working party tidy up and the condition of the Church wall. The Council await the response from the Diocese.
11. Cemetery
 - a. Cemetery working group - report to Council. A small working group of parish councillors and residents has been established. The Chairman reported that the working group had met on 9 November and agreed several actions to improve the area including a general tidy up of the cemetery, removal of rubbish, removal of ivy and weeding path edges. A good start has been made on the work and the Chairman has contacted nearby resident to advise that this work is taking place.
 - b. Holly Tree Stump removal quotes - Council to consider action and budget. The Clerk reported she had requested several quotations to undertake the works but had only obtained one written quotation. The Council **Resolved** to appoint Maurice Fitch Tree Works at a cost of £780 including VAT. The costs of this work to be met from the Council's reserves.
12. Grass mowing. The Clerk reported that she had contacted Nigel Blackwell to ask for the cost of strimming the churchyard edge and advised it was £14 per cut.
13. Mobile Speeding Camera Project Update. Cllr Butcher circulated a report and costings prior to the meeting. The Council discussed the report and considered the options for the locations and types of speed cameras. Cllr Butcher will finalise the specifications, location and functionality of the preferred speed camera. Cllr Carter agreed to rework the grant application form once the speed camera details and costings were available. The Council agreed to bring the final proposal to the January meeting for a resolution to commission the speed camera.
14. Resolve to set the budget for 2025/26. The Council **Resolved** to set the budget as £13,262

15. Resolve to set the precept demand for 2025/26. The Council **Resolved** to set the precept as £12,100.00,
16. Banking Update. The Clerk reported that all banking signatories have been updated.
17. Finance & Admin.
- Approve bank reconciliation 31 October 2024 - separate paper circulated. The Council approved the bank reconciliation and signed by the Chairman.
 - To receive receipts: none received.
 - To approve payments: The Council **Resolved** to approve following payments

MOP	Payee	Purpose	VAT		Powers
BP	G Greaves	Clerks November Salary & Back pay.		£461.44	Local Government (Financial Provisions) Act 1963 s5
BP	HMRC	Clerks November PAYE		£115.20	Local Government (Financial Provisions) Act 1963 s5
BP	G Greaves	Clerks Expenses November Mileage		£8.10	Local Government (Financial Provisions) Act 1963 s5
BP	Unity Trust Bank	October service charge		£5.40	Local Government (Financial Provisions) Act 1963 s5
BP	Mr Taylor	Verges invoice 10		£94.00	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
BP	NJ Blackwell GS	Mowing Invoice 1556	£31.20	£187.20	Open spaces Act 1906 as 9 & 10 & Public Health act 1987s164
BP	Northants CALC	Training invoice 4040	£8.40	£50.40	Local Government (Financial Provisions) Act 1963 s5
DD	Yu Energy	Electricity supply invoice 02081103	£1.81	£38.09	Highways 1980 Act.
DD	Yu Energy	Electricity supply invoice 02081104	£0.75	£15.66	Highways 1980 Act.
BP	Nicola Butcher	Cllr Expenses Land Search		£6.00	Local Government (Financial Provisions) Act 1963 s5
BP	Unity Trust Bank	November service charge		£6.00	Local Government (Financial Provisions) Act 1963 s5

18. Logo Design Update – Cllr Carter to update. The Council considered the options provided by Cllr Carter and agreed a preferred logo. Cllr Carter to progress the work with Cuttlefish Media.
19. Remembrance Sunday - Cllr Carter reported that the Remembrance Sunday service was well attended and £167.00 was raised and donated to The Royal British Legion.
20. VE Day 80th Anniversary – Cllr Carter updated the Council on the weekend event which starts on the Friday and concludes on the Sunday. The VE Day exhibition will be held at Cold Higham Village Hall from 6pm on the Friday with Deputy Lieutenant, Brigadier David Russell-Parsons OBE in attendance at the exhibition at 6.30pm. Pattishall Village Hall will host the activities on the Saturday including a dance and a Fete on the Sunday.
21. Councillor Reports & Training Requests. Cllr Butcher reported that she had attended a course which covered Neighbourhood Plans, planning growth, housing allocations. Cllr Chapman reported that he had successfully reported a damaged section of footpath sited at the back of the Village Hall to fix my street. The remedial work had been completed but Cllr Chapman was concerned that the replacement section may cause a trip hazard so agreed to re-report this via fix my street. Cllr Carter reminded the Council that a date would need to be set for the annual Litter Pick which normally takes place at the beginning of March. The Chairman agreed to include a mention of the Litter Pick in her article for Around Pattishall.
- Cllr Carter – NCLAC Training Course. The Council noted Cllr Carter request to attend the training course.
22. Confirm date of next Parish Council Meeting 16 January 2025, 6pm. The Chairman proposed that the January and March meetings be changed to **Tuesday 14 January and Thursday 13 March 2025** due to work commitments and the need to ensure the Council is quorate.
23. Close. Meeting closed at 7.55pm.

Signed

Date

Chairman