

PARISH COUNCIL MINUTES

The minutes of Cosby Parish Council Meeting held on Thursday 8th February 2018 in the Cosby Community Church Rooms, Croft Road, Cosby which commenced at 7.30pm.

Present:

Cllr M Hillmann (MHi)	Cllr C Pharoah (CP)
Cllr P Cave (PC)	Cllr P Suffield (PS)
Cllr I Mullis (IM)	Cllr D Cooper (DC)
Cllr J Chapman (JC)	Cllr L Phillimore (LP)
Cllr M Howkins (MHo)	

Also present: Mrs E Wakelam (EW) – Clerk.

There were no members of the public present.

1. To receive apologies for absence

Cllr A Tanner (Illness), Cllr V Rye (family commitments) and County Cllr David Jennings (another meeting).

2. Chairman's welcome

The Chairman welcomed everyone. He advised members that progress was being made with the Village Hall Committee with regards to getting quotations for office space. Also the first stage interviews for a new Clerk took place on 7th February. The second stage interviews would be taking place on 14th February.

3. To receive disclosures of members' interests (i.e. the existence and the nature of those interests in respect of items on the agenda)

LP made his usual declaration of non-pecuniary interest in any planning issues (as a member of the Blaby DC Planning Committee).

4. To approve and sign the minutes of the meeting held on 18th January 2018

The draft minutes had been previously circulated.

RESOLVED: The minutes of the Parish Council meeting held on 18th January 2018 were signed as being a true and correct record.

5. Finance

a) To receive the financial report for the month of January 2018 including income and expenditure, budget year to date and the balance sheet, and to sign the Bank Reconciliation for the same period.

RESOLVED: The accounts for January 2018 were agreed and signed as correct with no issues arising.

6. Correspondence – To receive any Correspondence

a) Helen Simpson, LC - Community Speed Watch Initiative (previously circulated).
Cosby has been allocated the dates of 28/04/18 – 11/05/18. The Clerk highlighted that a minimum of six volunteers would be needed to go ahead with this. It would be compulsory for all volunteers to attend a short training session on how to use the equipment. It was stressed that there needs to be a good community involvement for this to have a positive impact to ensure that enough data is captured. The Clerk will be advertising for volunteers.
ACTION: EW

- b) Various - Mowing Contract Tenders.
This was discussed under Item 17.
- c) Mr K Taylor (by email) - Complaints regarding sports teams playing on the park when waterlogged and traffic issues on Main Street.
Mr Taylor's email was read out. Members acknowledged that all of the issues raised were currently being investigated further and asked the Clerk to respond accordingly.
ACTION: EW
- d) Leics County Council - Parish, District & Resident Associations Owned Street Lights.
A new service agreement needs to be signed for maintenance by LCC of any privately owned street lighting. The Clerk confirmed that the Parish Council did not currently own any street lights and the ones on 'The Settlement' were owned by the residents of the Cosby Cottages Association.
- e) Blaby District Council - Increase in charges for cleansing services.
With effect from 1st April there would be a 6% increase in costs for cleansing services. This included litter and dog waste bin service. The Clerk confirmed that this had been expected and an allowance had been included in the new budget accordingly.
- f) St Michael & All Angels' Church - Works to commence within the Church grounds on 19th March.
- g) Blaby District Council - Notice that Leics County Council had terminated the grass verge cutting contract with Blaby DC.
- h) Leics County Council - Town & Parish Councils Highways Maintenance Project.
A meeting is scheduled for Friday 9th March from 1.30-3.30pm to investigate the options of how to facilitate the involvement of Town and Parish Councils more directly into local highway maintenance.

7. **To receive and consider any Planning Applications received & the outcomes of any previous Planning Applications**

- a) **Received** 18/0040/TPO Cosby Working Mens Club 75 Main Street Cosby
Reduce by up to 3m 1 Walnut tree, reduce Pear tree and remove self-set Sycamore and Ash trees.
RESOLVED: There were no observations.
- b) **Received** 17/1707/HH 6 Severn Close Cosby
Two storey side extension, single front and rear extensions and existing garage demolition.
RESOLVED: There were no observations.
- c) **Outcome** 17/1698/HH 45 Hill View Drive Cosby APPROVED

8. **To receive and consider any requests for Memorials**

There were no requests for memorials.

9. **Clerk's Time – To receive the Clerk's General Report and Updates**

- a) The Garner Cup Nominations had been requested for the next recipient. This was discussed and all members agreed that it should be presented to Miss Sam Peake for her community voluntary work over the last 12 months including the Cosby Big Boot and Christmas Lights Fayre. The Clerk would contact her to see if you would be willing to receive this award. ACTION: EW

10. **To receive any update on the Neighbourhood Plan**

MHi gave an update. The last meeting was held on 24th January.

- Notification of the progress of the Neighbourhood Plan is to be distributed with The Cosby News.
- The Consultant is due to draw up the first draft plan using all of the documents submitted to date. This will be available for the next meeting to be held on 13th March.

11. **To receive any update on GDPR**

There had been no further guidance update from LRALC.

12. **Public Participation** – The meeting will be suspended to allow members of the public to make representation about items that are not on the agenda. All requests must be made to the Clerk prior to the meeting.

No prior requests had been received and there were no members of public present wishing to raise any issues.

13. **To receive any verbal updates, and proposals, from the Working Group Meetings held since 18th January 2018 where minutes have not been previously circulated**

a) **S106 Working Group**

A list of projects had been compiled and four were identified as hopefully being achievable within the timescale and criteria that had been set under the S106 agreement.

The first project to be applied for would be for two replacement planters at a cost of £935+VAT each plus £450+VAT for installation. PS proposed, CP seconded and all members present agreed. The Clerk would therefore submit the S106 application.

ACTION: EW

Members discussed the options surrounding the S106 conditions for the Hewitts' application. It was agreed that the Clerk would contact the Planning Officer to see if the S106 category could be changed prior to the development being started. ACTION: EW

b) **Open Spaces**

PS updated that the new trees would be planted on 14th February and the approved works to the trees in the Conservation Area would take place on 23rd February.

c) Staffing & Finance

The Working Group asked that they be given delegated powers by Full Council for them to elect a suitable candidate to the post of Clerk and Responsible Financial Officer following the final round of interviews. LP proposed, PC seconded and all members voted in favour.

RESOLVED: Delegated powers were approved to the Staffing & Finance Working Group to offer the role of Clerk to the most suitable applicant following interviews on 14th February.

14. To review the Cemetery Working Group

Following the retirement of Mrs Hutton it was decided that the Cemetery Working Group needed to be reviewed so that any changes to policies, pricing structures, etc could be kept up to date.

The Clerk advised that VR had expressed an interest. PC also agreed to be a member of this Working Group. It was agreed that the W/G would comprise of MHo, AT, VR & PC. The Clerk was asked to arrange a meeting. ACTION: EW

15. To receive any reports from County/District Councillors

LP reported that the District budget had just been approved. He also confirmed that, following the consultation, the residential waste / recycling collections will be changed to fortnightly.

MHo joined the meeting at this stage and declared an interest in Item 16 as a member of the Village Hall Committee.

16. To receive and consider reports from representatives attending outside meetings or training

a) Charitable Trustees – Update & further action required.

The Clerk had attended a course which was presented by Wellers Hedleys Solicitors who are specialists in Parish & Town Councils' involvement with Charitable Trusts. She gave members an overview of the legal criteria of trusts and the different levels of trustees.

The Clerk had previously expressed concerns regarding the structure of the various Charitable Trusts and the level of involvement of the Parish Council. After seeking advice and checking through archives (with the help of CP & JC) it became apparent that the official Transfer of Trustees for the Village Hall Lease and Deed, which had been suggested in May 1983, had never actually been formally completed and signed. It was therefore suggested that a meeting should be set up between the Trustees of the Recreation Ground Trust (the Parish Council) and members of the Village Hall Committee to identify what issues within the Lease and Deeds are not currently being met, and therefore unlawful, and how they can be moved forwards.

ACTION: EW

There were also other implications surrounding the Recreational Ground Charity which could be addressed through the introduction of proper licences for the sports clubs who currently rent pitches. This would need to be discussed further at a meeting of the Trustees of the Recreational Ground Charity.

ACTION: EW

17. **Confidential Item** – In accordance with the Public bodies (Admissions to meetings) Act 1960, the press and the public will be excluded from the following item by reason of the confidential nature of the business to be discussed (financial) and will be requested to withdraw.
- a) To discuss and accept Tender for Village Mowing Contract 2018/2019.
The Clerk circulated details of the various tenders received and each one was discussed. It was proposed by DC and seconded by PS that 4Counties be awarded the contract for 2018/2019.
 - b) Approval of S06 expenditure – Planters
This was covered and resolved under Item 13a.
16. **To confirm the date of the next meeting**
The date of the next meeting was confirmed as Thursday 15th March 2018.

With no further business, the Chairman declared the meeting closed at 9.45pm

----- 15th March 2018
Mr Miles Hillmann
Chairman