

## Cosby Parish Council Minutes

The minutes of the meeting of Cosby Parish Council, held on Thursday 21<sup>st</sup> June 2018 at 7.30pm, in the Cosby Community Church Rooms, Croft Road, Cosby.

**Present:** Cllr C Pharoah  
Cllr P Suffield  
Cllr D Cooper  
Cllr L Phillimore  
Cllr I Mullis  
Cllr V Rye  
Cllr M Howkins

**Also present:** Mrs A Wood – Clerk

There were four members of the public present (one member arriving at 7.36pm).

At the start of the meeting, Members observed a minutes silence in memory of the late Mr John Tudor Thomas, who had recently passed away. Mr Thomas had previously served for many years as a Parish Councillor and would be greatly missed within Cosby and the wider community.

**1. To receive and approve apologies for absence**

Cllr P Cave (work commitments), Cllrs J Chapman and M Hillmann (holiday), Cllr A Tanner (illness) and County Cllr D Jennings (Public meeting).

**2. Chairman's welcome**

The Chair of the meeting, Vice Chairman Councillor Veronica Rye, welcomed the members of the public to the meeting.

Councillor Rye advised Members that the Facebook group 'Spotted Cosby' had begun to include the Parish Council's agenda and minutes on its page, which was well received by the Parish Council. This was seen as a positive step in highlighting the issues discussed each month and it was hoped that it would encourage more residents to attend the meetings or consider becoming a Member. It was noted that the agenda and minutes continue to be published on the Parish Council website, with an agenda also published on each of the Parish Council noticeboards, as is required.

The Clerk was thanked for the additional work she had undertaken to address the current issues at Cosby Cemetery, including spending several days cleaning, weeding and tidying. The Clerk thanked Theresa Nicholson for her support during this period.

It was also highlighted that construction traffic had been witnessed travelling through the village to the new Affordable Housing site on Croft Road, as opposed to using the approved route via the B4114. Residents were asked to report any further incidents to the Clerk so that the developer can be notified.

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

Councillor Phillimore reaffirmed his standing declaration regarding any planning applications due to him being a member of Blaby District Council's Planning Committee.

Councillor Paul Suffield declared a non-pecuniary interest in agenda item 7. planning application 18/0601/HH, as serving with the applicant on the Festive Lighting working group.

4. **To receive and sign the minutes of the meeting held on 24<sup>th</sup> May 2018**

The draft minutes had been previously circulated.

**RESOLVED** that the minutes of the Parish Council meeting held on 24<sup>th</sup> May 2018 were signed as being a true and correct record.

5. **To receive and approve the financial reports for month ending 31<sup>st</sup> May 2018**

To receive the financial report for the month ending 31<sup>st</sup> May 2018 including income and expenditure, budget year to date, balance sheet and to sign the bank reconciliation for the same period.

Members agreed that future financial reports could be circulated electronically with a number of hard copies available at the meeting.

**RESOLVED** that the accounts for May 2018 were approved and signed as correct with no issues arising.

6. **To receive any Correspondence**

- a) Resident - Request for consideration of maintenance of trees within the park that overhang a residential property  
Members noted that a quotation had been received after the agenda had been issued and agreed to consider approval of the expenditure at the next meeting.

As there were four members of the public present representing local sport's teams, it was proposed and **RESOLVED** by Members to next consider all items on the agenda that referred to grass cutting.

- b) Five residents (via email) – Grass cutting queries and concerns  
Members noted the queries and concerns raised by residents with regards to grass cutting, which included correspondence from representatives of the sport's teams who use Victory Park.

7. **Public Participation**

The meeting was suspended to allow members of the public to make representations.

A representative of Cosby United FC addressed Members on the issues facing the sports teams due to the condition of the pitches and frequency of the grass cutting at Victory Park. For example, on a Wednesday evening over 100 children train at the park, demonstrating what a well-used facility it is for local children.

The clubs were kindly requesting a weekly cut, with an initial cut and collection of grass, to ensure a better playing surface for all.

A quotation of £300 had been received for a one-off cut and collection of grass.

Members advised that new arrangements were already being considered for next year to ensure that the Parish Council's legal responsibilities for maintaining the park were met. The Parish Council would look to work with the sports teams when considering the new grass cutting contract and also formalising the lease agreements with the clubs, for the benefit of all parties.

It was confirmed that grass cutting on a Friday would be acceptable to the teams, with Thursday as an alternative, if necessary. The rugby club preferred their pitch not to be cut from September to May, to avoid injury to their players.

The cricket club needed specific maintenance and it was agreed that the Clerk would contact the club after the meeting to ensure the Parish Council's duty of care was met by ensuring that the necessary measures were in place i.e. public liability insurance, risk assessments, service of equipment, training, etc.

**8. To receive any verbal updates and proposals from the Working Group Meetings held since 24<sup>th</sup> May 2018, where minutes have not been previously circulated**

a) Finance and Staffing Working Group

i. Proposal for revised grass cutting at Victory Park

At the meeting of the Finance and Staffing Working Group, members had recommended a weekly cut of the grass at Victory Park for the remainder of the season at a cost of £900.

The sports teams had confirmed at the cost for a weekly cut to the end of the season would be £600, as their season ended in September, as opposed to the grass cutting season which ended in October.

Members **RESOLVED** to approve a weekly cut of Victory Park at a cost of £600 by its existing contractor and Steve Pepper to undertake a one-off cut and collection of grass at a cost of £300.

The four members of the public present thanked the Parish Council for their support and left the meeting at 8.14pm. Members thanked the group for their contribution and attendance.

ii. Proposal for revised grounds maintenance services at Cosby Cemetery

A recommendation made at the Finance and Staffing Working Group to enter in to an immediate partnership arrangement with a neighbouring Parish Council was no longer an option for 2018/2019.

Therefore, Members **RESOLVED** to advertise for a Temporary Cemetery Maintenance Operative on a fixed term contract until 31<sup>st</sup> March 2019.

The vacancy was to be advertised on the Parish Council's website, noticeboards, social media pages and to neighbouring parishes, with a closing date of Friday, 6<sup>th</sup> July 2018.

**9. To receive any Other Correspondence**

a) Leicestershire County Council – Advance Notice of Temporary Traffic Regulation Orders for Cambridge Road, Hill View Drive, Armston Road, Starmer Close and Stevenson Gardens; Broughton Road and The Nook; Countesthorpe Road (previously circulated)  
The three traffic orders were noted by Members.

b) Planit-X Town and Country Planning Services Ltd - Pre-submission Consultation on the Draft Fosse Villages Neighbourhood Plan (previously circulated)  
Members noted the pre-submission consultation with no comments.

- c) PC Kal Uppal – Police Newsletter for June (previously circulated)  
PC Uppal’s newsletter was noted.
- d) Leicestershire County Council – Opportunity for Cosby to convert street lights to LED’s (previously circulated)  
Members were provided with details for converting street lights in Cosby to LED’s. The Clerk was asked to seek confirmation of the indicative cost and the location / number of street lights.
- e) Co-operative Group Ltd – Co-op Store Colleague of the Year Award to Sam Peake (previously circulated)  
A letter was to be sent to Sam Peake congratulating her on her recent national award.
- f) LRALC Ltd - Leicestershire County Council Annual Parishes Liaison Event, 9th July 2018 (previously circulated)  
Councillor Rye and the Clerk confirmed their attendance at the Annual Parishes Liaison Event. Members were asked to contact the Clerk if they also wished to attend.

**10. To receive and consider any Planning Applications and the outcomes of any previous Planning Applications**

- a) **Received** 18/0901/HH 9 Church Close, Cosby  
Retention of single storey rear extension forming a conservatory and erection of shed to rear garden

It was noted that the application was retrospective and it was **RESOLVED** by Members to make no observations.

- b) **Received** 18/0710/HH 17 Portland Street, Cosby  
Two storey side extension

Members were advised that the application made provision for two off road parking spaces at the front of the property and therefore it was **RESOLVED** to make no observations.

Members noted the following outcomes:

- c) **Outcome** 18/0452/FUL Foxlands Farm, Croft Road APPROVED
- d) **Outcome** 18/0475/OUT 3-5 Narborough Road APPROVED

An urgent licensing application for Glyns Ice Cream had been received; however, this was after the circulation of the agenda. Therefore, if Members had any comments they were asked to submit them directly to the District Council.

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

**RESOLVED** to approve the following applications, further to consideration by members:

- a) W W Busby & Sons Ltd The late Nicholas Forster, New memorial and inscription
- b) W W Busby & Sons Ltd The late William Gerald Sullivan, New memorial and inscription

**12. To receive the Clerk's General Report and Updates**

a) Community Speed Watch

Leicestershire County Council (LCC) is currently holding a waiting list of interest for 2019 and will be planning and organising their resources and the resources required by the Police in order to support Community Speed Watch.

LCC will register the interest of the Parish Council in running the scheme again. More will be known about resources and scheme availability in January/February 2019, as they plan the programme.

At this stage, LCC advises to resist doing anything further until the New Year, when they will be in touch again.

b) Village Bench Donation

It had been confirmed that the suggestion of a bench on Victory Park, in the position proposed by the Parish Council, would be most acceptable. There is a donation of £500; however, if there is money left in the kitty afterwards it was requested that this was used to buy more spring bulbs for Cosby.

It is not known whether the Parish Council has it in mind to attach a plaque, but if this is the case the donation came from a descendant of William Brooke who was a benefactor to the village in years gone by. Now a very elderly lady, it would be nice to be able to send her a photograph of the bench in situ before too long.

c) Notice of Public Rights

The annual return was submitted to the external auditors in advance of the deadline of 11<sup>th</sup> June 2018. The Notice of Public Rights has been published on the Parish Council noticeboards and website. The period for members of the public to view the unaudited accounts of the Parish Council will end on Tuesday 17<sup>th</sup> July 2018.

d) Twitter and Facebook Accounts

After receiving access to the Parish Council's Facebook account, this has now been updated and a twitter account has also been created.

The accounts will be used to publicise notices, road closures, events and information.

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

a) Update from the meeting of 7<sup>th</sup> June 2018

An update was provided on progress following the last meeting, held on 7<sup>th</sup> June 2018. The final draft version of the Issues and Options Consultation Document was to be made available for review by Members at the next Parish Council meeting. The next meeting of the working group will be held on 26<sup>th</sup> July 2018.

The six week consultation will commence at the beginning of September, with an electronic version of the document also available for completion.

Members of the working group attended the Big Boot to launch the next stage of the process and encourage residents to complete the consultation document. A total of twenty seven residents visited the stall.

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

The General Data Protection Regulations (GDPR) came in to force on Friday 25<sup>th</sup> May 2018. The relevant policies had been adopted by the Parish Council and the privacy notice had been updated on the Council's website.

**RESOLVED** to remove GDPR as a standing item on the agenda and undertake the annual review in May 2019.

**15. To receive any updates on Centenary/Remembrance Parade**

A grant was available to fund up to ten silhouette soldiers for various locations in the village. The locations had to be community buildings e.g. places of worship, schools, village halls, etc. and used for a self-funding event to commemorate the end of WWI.

Members **RESOLVED** to apply to the grant fund for ten silhouette soldiers for the village.

**16. To receive details on the Victory Show**

Members were asked to revisit a request from Steve Pepper for a donation / sponsorship of the Victory Show in Cosby.

It was acknowledged by Members that this was a great event for the village; however, after seeking legal advice the Clerk confirmed that the Local Government Act 1972 (section 137) did not permit the Parish Council to use public funds for this purpose. Members **RESOLVED** to advise Mr Pepper that the lights in the village would be switched on for the duration of the event, to support the Victory Show.

**17. To receive details on a Community Litter Pick and Village Maintenance Day**

The Clerk confirmed that Blaby District Council would support a Community Litter Pick and provide the necessary equipment. The Parish Council's insurance company had also confirmed that the event would be covered via its current policy, with children welcome to attend under parental supervision.

Councillor Suffield proposed that this was combined with a Village Maintenance Day i.e. cleaning of signs.

It was **RESOLVED** by Members to arrange this event for the end of September 2018.

**18. To receive details on proposed work by The Conservation Volunteers Leicestershire & Rutland**

Members had previously received details on a proposal from The Conservation Volunteers to undertake various works in the village, at a cost of £325 per day, to cover their expenses only.

Members **RESOLVED** to approve two days at Victory Park and one day at Bramble Walk, at a total cost of £975 plus VAT.

**19. To receive the Annual Playground Inspection Report**

The Annual Playground Inspection had been conducted with one item requiring attention.

The Clerk would summarise the report to provide an ongoing schedule, highlighting actions and completion of work.

The schedule would become a standing agenda item to ensure all matters were being addressed and that Members continued to be updated.

The roundabout was the one item requiring attention and Members **RESOLVED** to obtain a quotation for an accessible roundabout, with an application for S106 grant funding to be submitted.

**20. To receive any reports from County/District Councillors**

District Councillor Phillimore confirmed that the new recycling arrangements were due to commence, with further details on the District Council website.

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

The Clerk had attended the LRALC Blaby Branch meeting, on behalf of Councillor Howkins. The meetings were due to continue following the creation of LRALC Ltd and would be reviewed in 2019.

**22. To confirm the date of the next meeting**

The next meeting of the Parish Council was to be convened on Thursday 12<sup>th</sup> July 2018.

The Chairman declared the meeting closed at 9.27pm

----- 12<sup>th</sup> July 2018  
Councillor Miles Hillmann  
Chairman