

Cosby Parish Council Minutes

The minutes of the meeting of Cosby Parish Council, held on 15th August 2019 at 7.30pm, in the Cosby Community Church Rooms, Croft Road, Cosby

Present:

Cllr V Rye (Chairman)	Cllr J Chapman
Cllr M Howkins	Cllr I Mullis
Cllr D Cooper	Cllr C Pharoah
Cllr J Wolfe	Cllr P Waldrop

Also present:

Mrs. S Chapman – Cosby Parish Council (Minute taker)
No members of the Public Present

52. To receive and approve apologies for absence

Cllr D Jennings (Approved)
Cllr P Suffield (Approved)
Cllr M Hillman (Approved)
Mr L M Phllimore (Clerk) (Approved)

53. Chairman's welcome

The Chairman welcomed all members present and commented as follows:-

- The Chairman pointed out that as the Clerk was not present at the meeting Mrs. Chapman would be able to report on standards council matters but unable to give advice or guidance.

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

- a. No declarations of interest received at this time.

55. To receive and sign the minutes of the meeting held on 20th June 2019

The Chair highlighted an amendment to item 44f in the Draft Minutes. It was pointed out that a resolution had not been made and the minute should read:

44f: MUGA – The Clerk to continue to explore how to resolve the issues with the MUGA.

RESOLVED: That the minutes of the Parish Council meeting held on 16th May 2019 be amended and signed as being a true and correct record by the Chairman.

56. To receive and approve the financial reports for the month ending 30st June 2019 including income and expenditure, budget year to date, balance sheet and to sign the bank reconciliation for the same period. It was noted by Mrs. Chapman that the Bank Statements had not been received for July and therefore she was unable to present the financial report for this month and this would be presented at the next meeting.

RESOLVED: That the financial reports for the month ending 30st June 2019 including income and expenditure, budget year to date, balance sheet and the bank reconciliation for the same period be signed by the Chairman as an accurate and true record.

57. To receive an Expression of Interest from Mr. Alan Tanner for Co-Option onto Cosby Parish Council.

Mr. Tanner arrived at the meeting at 7.40pm

RESOLVED: Following a brief presentation from Mr. Tanner & Parish Councilor's an absolute majority by show of hands in favour of Mr. Tanner could not be reached and therefore he was not Co-Opted onto Cosby Parish Council on this occasion.

Mr. Tanner was informed verbally of this decision by the Chairman of the Council

Mr. Tanner left the meeting at 7.50pm

58. To receive any written/verbal reports from the planning working group

- a. No reports received

59. To receive and consider any Planning Applications received and the outcomes of any previous Planning Applications

- a. 19/0903/FUL: Application for Erection of cabin for milk vending machine and associated parking and landscaping.
 - i. **No observations made**
- b. 19/00963/HH: Single Storey Rear Extension
 - i. **No observations made.**
- c. Building Control Consultation: New property Name 47 Croft Road Cosby

60. Public Participation

No members of the public present

61. To receive the Clerks general report and updates

Mrs. Chapman reported on the following: -

- a. **General Reserves.** The underspend from last year has now been transferred to the reserves account. The General Reserves were confirmed at £2,000 less than previously reported due to an error in the VAT claim. This cannot be rectified until the next VAT Claim. The amended reserves allocation sheet was signed as being a true and correct record by the Chairman.
- b. **Charitable Trusts.**
 - i. Mrs. Chapman reported that the accounts for the Dudley & Pope and the Recreation Ground Charity were still in the process of gaining full control. A complaint has been made to the NatWest Bank Plc. An application has been made to the NatWest Bank for the Clerk to take control of the account. Once this has been approved by the bank, statements will be obtained and signed by the Chairman at each council meeting until such time as the account is closed or multiple signatures are reinstated.
 - ii. The Charities Commission have been advised that we have still not been able to verify the income over the last five years as reported on the annual returns
 - iii. A Solicitor with Charitable Trust experience is still being sourced with regard to the lease on the Village Hall.

- c. **Chapel** - It has been confirmed that an insurance claim cannot be made with regard to the works required on the Chapel.

RESOLUTION: To allow the Clerk & Mrs. Chapman to contact the original contractors to discuss rectifying the work and start exploring contractors and specialist building companies to obtain quotes.

- d. **Village Hall** – In order to meet our duty for Safeguarding issues with regard to the changing rooms at the Village Hall, an initial quote has been obtained to see the possibility of alterations to provide a separate Junior Changing area. It has been highlighted that some grants may be available from the FA & BDC for this work.
- e. **Porta cabins** – initial quotes had been sourced with regard to Porto cabins and converted shipping containers to provide additional changing areas at the Village Hall. It was noted that there would be additional charges for utility connections and grants are unlikely to be available for temporary buildings.

Resolved: To allow Clerk to proceed with grant applications, Architect drawings, building quotes & planning regulations up to the direct council costs of £20,000 to alter the changing rooms with the proviso that the Clerk keeps the Council updated at each stage of the process.

- f. **Arboreal Assessment** – It was reported that we are still awaiting for quotes from Totally Trees for tree work identified within the village. A quote has been received for the removal of the dead tree in the jitty between Portland Street and Mount Road but Mrs. Chapman had been unable to identify the ownership of this tree. It was suggested that Land Registry be used to identify ownership before any further action taken.
- g. **Conservation Volunteers** – It was reported that work to Bramble Walk and the Narborough Road Bridge had now been completed. Quotes had been received for the work required to clear the brook

Resolved: To accept the quote from the Conservation Volunteers for the clearing of the brook and arrange for two skips to be hired for the removal of the waste.

- h. **Playground (Wicksteed)** – It was reported that payment for the work to the new Roundabout on the Playground had not been made as there was a problem with the work that had not yet been resolved.
- i. **Playground (ongoing maintenance)** – Quotes for maintenance of the playground were currently being obtained. The Great Outdoors Gym Company had quoted for a maintenance package which included one yearly check and two maintenance checks per year at £747 + VAT.

Resolved: To instruct the Outdoor Gym Company to maintain the Gym equipment for the next twelve months and look to continue this agreement while the existing guarantee is in place.

- j. **Cosby Rope Swings** – ongoing complaints have been received with regard to litter and the erosion of the bank.

Resolved: The brook and verges be cordoned off after the school holiday period in order to protect the bank and investigations undertaken as to the options for reinstating the brook bank, rope swings and protecting the trees, brook banks and verges in the future.

- k. **Low Hanging Branches** – Blaby District Council will undertake to remove any hazardous branches in the areas they maintain during the nesting season. This has been commissioned for up to three days at a total of up to £1,000.
- l. **Junior Cricket** – A letter had been sent to Brooke House School regarding their use of Victory Park for after School Cricket sessions. As yet no response has been received.
- m. **Cosby Primary School** – A letter had been sent to the Primary School inviting year six pupils with their parents to attend a Parish Council Meeting where time would be made available for them to ask the Councilors about the work they do.

62. To receive updates on village projects

- a. **Neighbourhood Plan** - Cllr: Rye confirmed that the Grant Application for the Neighbourhood Plan had been submitted
- b. **Parish Newsletter** – The chairman reported there was nothing to discuss with regard to the Newsletter.
- c. **Poppy Drop** - The Chairman reported there was nothing to discuss with regards the Remembrance Parade
- d. **Festive Lights** – The chairman reported that the MoU had been sent out. The Council were reminded that the Lights would be switched on for the Victory Parade.

63. To receive any reports from County / District Councillors

- a. No reports received

64. To receive and consider reports from Representatives attending outside meetings or training

- a. **Staff Resources:** To receive a report and recommendations from the staff Resources Working Party for the appointment of a Permanent Clerk to Cosby Parish Council

Resolution: To adopt the proposed time line and recruitment of a Parish Manager as presented to the council and the proposed advert for the position. To approve the payment for the independent observer at the interviews.

65. To receive any Correspondence:

- a. **BDC Issues and Options Document** – this has been forwarded to all members and a planning working party meeting is to be arranged to discuss this further. Council was reminded that they have until 30th September 2019 to make their comments.
- b. **BDC Garden Village Status**– a press release had been forwarded to councilors confirming that Garden Village status has been approved for the Whetstone Pastures proposed development.
- c. **BDC – Open Space Study.** A survey had been received with regard to Parish Open spaces. It was noted that the submission date had now expired
- d. **BDC – Scrutiny work programmer** – no items were highlighted for submission
- e. Leicestershire County Council – Questionnaire on future plans and priorities.

Disclosure of Members Interest

Cllr P Wardrop apologized for not highlighting it sooner and declared a non-pecuniary interest in this item as an employee of Leicestershire County Council

Councillors agreed to respond to this survey as individuals

- f. **Dog Show** – Correspondence had been received from a Parishioner wanting to hold a Dog Show on Victory Park next year. The Council asked for further information to be obtained including an Event Plan/ Risk Assessment & Copy of Insurance. They also asked for confirmation if this was a commercial venture and that a copy of the charging policy be sent out.
- g. **Noise and nuisance caused by youngsters using MUGA** – this item was deferred to the next meeting so that more time could be given to discussion.
- h. **Cosby Brook Bank/ Rope Swing** – this item had already been discussed under the Clerks report item 61j
- i. **Village Hall Management Committee** – this item was deferred to the next meeting so that more time could be given to discussion along with other Village Hall related matters

Late Correspondence had been received regarding interments on Saturdays. It was thought that Saturday Interments should be allowed providing a member of the Parish Council were available to act on behalf of the burial authority

Members were issued with a copy of the LUC – Settlement Character Assessment for review. This will be discussed at a further meeting or working party to be arranged.

66. To confirm the date of the next meeting

RESOLVED: That the next meeting of Cosby Parish Council will take place on Thursday 19th September 2019 at 7.30pm and that members of the public be notified in the appropriate manner.

The Chairman declared the meeting closed at 9.36pm.

----- 19th September 2019

Councillor Veronica Rye

Chairman