

## Cosby Parish Council Minutes

The minutes of the meeting of Cosby Parish Council, held on Thursday 19<sup>th</sup> March 2020 at 7.30pm in the Cosby Community Church Rooms, Croft Road, Cosby

**Present:**

Cllr V Rye (Chair)	Cllr P Suffield
Cllr M Howkins	Cllr I Mullis
Cllr D Cooper	Cllr J Chapman
Cllr J Wolfe	Cllr P Wardrop
Cllr S Wegerif	Cllr M Hillmann

**Also present:** Mr L Phillimore (Clerk)  
Mrs S Chapman (Cosby Parish Council)

**Members of the public** – 2 Members of the public present

### **174. To receive and approve apologies for absence**

Cllr C Pharoah (Approved)

### **175. Chairman's welcome**

The Chairman welcomed all present and advised Councillors that due to the current situation with regard to Coronavirus a support group had been set up in the village for people that are having to self-isolate. A postcard was in the process of being printed and would be distributed to all households with the phone number of the support group. The Clerk and Chairman had agreed to fund this using their funding powers in the Council Financial Regulations @ 4.1 and S137.

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

Cllr: P Suffield – non-pecuniary in relation to allotment discussion, agenda item 10.i.

At the discretion of the Chairman agenda item 10 be moved up the agenda to allow Public Participation to take place to allow members of the public to leave early if they wish due to Government Coronavirus recommendations.

### **177. Public Participation** - The meeting was suspended to allow members of the public to make representations about items on the agenda

**RESOLVED:** To allow the members of the public to speak. The Chairman confirmed that their request would be heard through the Chairman and they would have up to 5 minutes to speak

The two members of the public made representation to the Council about a large pothole in the pavement on Lady Leys and a lack of lighting.

The Chairman thanked the members of the public and confirmed that the issue of the pothole had already been raised with highways but that this would be chased up.

The Members of the Public left the meeting at this point and thanked the Council for letting them speak.

The council is returned to Agenda item 4

**178. To receive and sign the minutes of the meeting held on 20<sup>th</sup> February 2020**

**RESOLVED:** That the minutes of the Parish Council meeting held on 20<sup>th</sup> February 2020 were signed as being a true and correct record by the Chairman.

**179. To receive and approve the financial reports for the month ending 29<sup>th</sup> February 2020 including income and expenditure, budget year to date, balance sheet and to sign the bank reconciliation for the same period.**

**RESOLVED:** That the financial reports for the month ending 29<sup>th</sup> February 2020 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.

**180. To present the Garner Cup.**

The Clerk reported that the recipient of the Garner Cup had not been invited to attend the meeting due to the current Coronavirus situation. The Clerk confirmed he would deliver the cup at a suitable time.

**181. To Consider and approve any requests for Memorials.**

**RESOLVED:**

- That the request for Curtis Jacques be permitted.
- That the request for John Tudor Thomas be permitted
- That the request for John Brian Prescott be permitted

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

- a. 20/0233/FUL Sub-division of an existing dwelling into two dwellings – No observations made

**183. To receive any written or verbal reports from Working Groups.**

- a. Cllr: Hillmann provided a verbal update on the Neighbourhood Plan and advised that the Draft Plan had now been finalised and was ready for statutory consultation.

The Clerk advised that due to the Coronavirus situation qualified consultation may be impractical. It was agreed to delay the consultation period and review the situation in June 2020.

**184. To receive any correspondence.**

- a. Email – Cosby Traffic – Postponed until next meeting
- b. Email – District Ward Councillor re: Cosby traffic – Postponed until next meeting
- c. Email – damage to verges on Lady Leys – Postponed until next meeting
- d. Email – Ladies Rounders League – Postponed until next meeting
- e. Email – VE Day – 75<sup>th</sup> Anniversary benches and planters – Postponed until next meeting
- f. Email – Volunteer Flood Warden

**RESOLVED:** Cllr Wegerif be the designated Flood Warden for Cosby Parish

**g. Email – Cosby Recreation Ground and Cosby Village Hall – Trustees of the Charities and funding requirements**

The Clerk pointed out that the Recreation Ground Charity did not have the funds to pay for the legal fees, however there was money set aside by the Parish Council for repairs to the Village Hall.

**RESOLVED**, that the Parish Manager was authorised to inform the Lawyers to proceed and that a meeting with the Village Hall Committee, the Lawyers and the Parish Council to be arranged when the Coronavirus restrictions have been lifted. Headline costs indicated as £5,000 to £10,000.

**185. To receive the Clerk’s General Report and Updates**

The Clerk reported:

- a) **Football Pitch Improvement Program** - confirmed no liability to the council. BDC had agreed to cut the pitches every week and the football club had agreed to pay for the extra cuts.
- b) **Brook Restoration** – No further progress due to weather conditions
- c) **Arboreal work** - is pending a meeting with the County Highway Authority to establish ownership. The Contractor was in the process of obtaining and planting the new trees. The applications for works to trees with TPO’s had been obtained but with the proviso that works could not be started until later in the year.
- d) **Playground** – a maintenance contractor has been instructed for outstanding works required.
- e) **Parish Office** – the Parish Manager had received a quote for use of an office at Whetstone Parish Council Offices. The Parish Manager to negotiate prices.
- f) **Letter to a parishioner who had spoken at the last meeting had been sent.** All Councillor’s had received a copy.
- g) **The Planning Committee Terms of Reference** document had been finalized and distributed to all Councillors

**RESOLVED:** To adopt the Planning Working Party Terms of Reference document

- h) **The S106 monies** needed to be spent by 20<sup>th</sup> December 2020. A S106 working party meeting would be held, via conference call if possible, due to Coronavirus recommendations.
- i) **The LRALC had issued a recommended resolution for councils** to give powers to the Clerk due to the Coronavirus situation. Following concern amongst Members, the Parish Manager withdrew the recommendation.
- j) **The current guidance with regard to meetings** being held was brought to the Councils attention.

**RESOLVED:** That the scheduled meetings of Cosby Parish Council to be held on 16<sup>th</sup> April and 18<sup>th</sup> June 2020 be cancelled due to Coronavirus and members of the public be notified through the normal channels and the Annual Parish Meeting due to be held in May, may be postponed pending government guidance.

- k) **Accounts Plus be appointed as Internal Auditor** for the year end 31.3.20  
**RESOLVED:** That Accounts Plus be appointed Internal Auditor the financial year ending 31<sup>st</sup> March 2020.

**RESOLVED:** That the Clerk's General Report be received and actioned accordingly.

**186. To receive any updates on Village Projects**

The Chairman confirmed that at the current time it was still intended to proceed with the "Picnic in the Park" event on 2<sup>nd</sup> August 2020 to celebrate the centenary of Victory Park.

**187. To receive reports from District and County Councilors.**

The Parish Manager as District Ward Councillor updated the Parish Council in regards to actions and measures being taken and put in place at Blaby District and Leicestershire County Council in response to the Coronavirus pandemic.

**188. To receive reports from representatives attending outside meetings or training**

There were no reports from representatives attending outside meetings or training

**189. Agenda Item 16, Confidential Items:**

**RESOLVED,** In accordance with the Public bodies (Admissions to meetings) Act 1960 and (Exempt information at Schedule 12A to the Local Government Act 1972 Act) the press and the public will be excluded from the following items by reason of the confidential nature of the business (Commercial) that the press and public be excluded from the meeting due to the confidential nature of matters to be discussed.

**a) To receive a recommendation from the Staff Resources and Finance Working Party regarding staff holiday allowances**

**RESOLVED:** That the unused holiday entitlement of the Parish Manager and the Administration Assistant be carried over to the next financial year and the Parish Manager to defer CiLCA training to 2021 due to the current situation.

**b) To appoint an Architect for the under 16's changing rooms at the Village Hall**

**RESOLVED:** That ADM Surveyors Ltd be appointed as architects for the changing rooms at the Village Hall.

**190. To confirm the date and time of the next meeting as May 21<sup>st</sup> 2020 subject to Government guidance.**

The Chairman declared the meeting closed at 9.24pm



----- 21<sup>th</sup> May 2020

Cllr: Veronica Rye

Chairman