

PARISH COUNCIL MINUTES

The minutes of the Parish Council Meeting held on October 20th 2016 in the Cosby Community Church Rooms, Croft Road, Cosby.

1. Attendance & Apologies

Present:

Mrs J Chapman (Chair), Ms C Pharoah (Vice Chair), Mr L Phillimore, Mr P Suffield, Mr I Mullis, Mr M Howkins, Mrs E Hutton, Mr A Tanner, Mrs D Cooper, Mr J Horsburgh (retiring Clerk) and Mrs E Wakelam (new Clerk).

Apologies:

Mr P Cave and Mr M Hillmann.

Also Present:

Cllr David Jennings (County Councillor) and Mr B Pursglove (Brooklands Road).

The Chairman opened the meeting by thanking Mr John Horsburgh for his loyal service of 27 years as Clerk to the Parish Council. It was unanimously agreed that he, and his knowledge with regards to all aspects of planning and issues around the village, would be greatly missed. Mr Phillimore also commended Mr Horsburgh on his efficiency in the role of Responsible Finance Officer.

Mrs Elaine Wakelam was then formally introduced as the new Clerk to the Parish Council and that she would be dealing with the minutes with immediate effect.

2. Declarations of Interest

Mr Tanner and Mr Phillimore made their usual Declarations of Interest with regard to the planning applications on the agenda.

3. Minutes of the Previous Meeting

It was proposed by Ms Pharoah, seconded by Mrs Cooper, that the Minutes of the previous meeting, having been circulated, be signed as a true and accurate record of that meeting. This was agreed unanimously.

4. Matters Arising

- There was still a casual vacancy to be filled by co-option.
- CCTV upgrade – This has been arranged for 11/11/16.
- Ashtree Rd Planning Application – A response to this application was sent to Blaby DC (and copied to all the residents who had attended the meeting). It has subsequently been noted that the application has been withdrawn.
- Cemetery Layby – LCC have responded that this is an official part of the highway maintained by themselves and not an adhoc parking area. Therefore, it is also covered by Temporary Traffic Restriction Orders put in place for any event along that stretch of the highway.
- Pension Regulation papers have now been handed over to the Chair.

- Correspondence relating to the Dudley & Pope Charity now needs completing and returning. **ACTION: EW**
- The trees on the park have now been flailed.
- Lectern – Cheryl will be taking charge of the Pinfold lectern. DTM have been made aware and they will liaise to arrange fitting. **ACTION: CP**
- Use of Countesthorpe Road for delivering to The Ridges building site – This is a legitimate access point which has been authorised.
- The hole in the road outside Russell Smiths Butchers has now been repaired.
- DTM have been instructed to replace the dog waste bins on both Bramble Walk and the Park.
- Miss Nicholson is happy to take on the extra 2 hours per week of litter picking until the Additional Street Orderly/Maintenance Person vacancy is filled. She started work at the beginning of October.
- Mrs Cooper enquired if the person who had raised the issue of the ducks in The Nook had been updated and Cllr Jennings responded that she had.
- Mrs Hutton enquired if we had got any further in arranging a meeting with Arriva regarding the buses and parking issues outside the Co-op on Main Street. Cllr Jennings stated that he was still awaiting a response but he would chase it up. **ACTION: Cllr DJ**
- Mrs Hutton raised the issue regarding the weight restrictions being ignored.
- Mrs Hutton also enquired if the resident of a property on Countesthorpe Road had yet been approached regarding the state of the ivy overhanging the footpath? The new Clerk was asked to follow this up. **ACTION: EW**

5. **Replies Received**

The Clerk reported that all replies received were as per the agenda with no further additions.

- a) Response from Blaby DC regarding the unauthorised Timber Enclosure erected at the former Vicarage – technically this should have had planning permission. The enforcement officer does not intend to take any action as long as a retrospective planning application is submitted.
- b) LCC – Hole in the carriageway in The Nook (covered in Matters Arising).
- c) ADT – Appointment made for CCTV upgrade (covered in Matters Arising).
- d) The 2015/2016 Accounts have now been received back from the Auditors. No issues were raised other than a minor advisory point surrounding date of signatures.
- e) Response from Bailey Punshon regarding new clerk's salary.
- f) Letter of thanks from the Cosby Community Library for the donation.
- g) Response received from Leicestershire County Council regarding the status of the Layby on Narborough Road (covered in Matters Arising).

6. **Correspondence**

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|------------------|---------------------------------------------------|
| a) Mrs J Chapman | Ref: Village Hall Booking |
| b) Blaby D.C. | Ref: Agewise Poster |
| c) Blaby D.C. | Ref: Planning application response |
| d) Blaby D.C. | Ref: Blaby district Local Plan Consultation |
| e) Blaby D.C. | Ref: Parish Council Planning Seminar presentation |
| f) Blaby D.C. | Ref: Village View Contact Magazine |

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| g) Blaby D.C. | Ref: Community Grants Scheme Survey |
| h) Environmental Partners | Ref: Free Hedge Packs ACTION: EW |
| i) Western Power | Ref: Festive Illumination Inventory ACTION: PS/EW |
| j) Mr & Mrs Martin | Ref: Letter of objection to Planning Application |
| k) Karen Miller | Ref: Dangerous Lamppost on Victory Park ACTION: EW |
| l) Tina Britt | Ref: Cosby PC Website Domain Name |
| m) LRALC | Ref: Possible capping of Parish Council's Council Tax |
| n) DTM | Ref: Invoice September Works |
| o) Totally Trees | Ref: Invoice Flailing Trees on Victory Park |
| p) Totally Trees | Ref: Willow Tree Pollarding in The Nook ACTION: EW |
| q) David Jennings | Ref: Postponement of Planning Determination |
| r) David Jennings | Ref: Highways Response to Planning Application
Ashtree Road |
| s) David Jennings | Ref: Highways Response Planning Application
Shuttleworth Lane |
| t) Mrs Angela Salmen | Ref: Cosby Community Library (donation) |
| u) Black Rock | Ref: Charinco Investment Funds |
| v) Pensions Regulator | Ref: Staging date preparations (Chairman) |
| w) HAGS | Ref: Playground Equipment Brochure |
| x) Glasdon | Ref: brochure |
| y) The Courier | Ref: Magazine |
| z) Miles King | Ref: Affordable Housing Update – they have entered into negotiations with the owner of the field on Croft Road (between the last house on the right and the proposed Jelsons development) and intend to submit an application for 33 Affordable Houses even though their original survey indicated a requirement for 27. |
| aa) L.C.C. | Ref: Seasonal Decorations Requirements
ACTION: PS/EW |
| bb) Blaby D.C. | Ref: Will be reappraising the Business Rates for the Cemetery. |

7. **Working Group Report: Festive Illuminations 2016**

PS/MH/AT

PS presented his report. The lights in The Nook are to be replaced as last year's appeared to have developed some faults. Will be looking to purchase some LED light strings that are designed to stay up all year round and therefore reduce the long term cost of having to remove and reinstate again next year. A couple of quotations have been obtained and it was decided to go with Blachere Illumination. Keith Nixon will be the electrician and Totally Trees will be dealing with the installation.

This was proposed by LP and seconded by EH and passed unanimously.

It was asked whether there should be an official Switching-On Ceremony?

It was agreed that the old lights should be assessed before deciding how to dispose of them.

8. **Working Group Report: Wages & Salaries (Pensions)**

It was agreed to defer discussion on this item until the end of the meeting when the Council would “Go into Committee”.

9. **Working Group Report**

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9a) **Parishioners’ Time**

At this stage, Mr Pursglove was invited to give his update on his parking issues at the cemetery reported in last month’s minutes.

It was agreed that the Cemetery Working Group would assess any access issues to the Cemetery as appropriate when the need arises.

10. **Bank Mandate Resolution**

A Resolution must be formally accepted by the Parish Council for the purpose of the NatWest Bank and the Dudley & Popes Charity Account to enable the change of signatories.

It was resolved that the authorised signatories in the current mandate for the account detailed in Section 2 be changed in accordance with Sections 5 & 6 and the current mandate will continue as amended.

This was proposed by CP and seconded by LP. This was agreed unanimously.

ACTION: EW

Other Bank Issues

MH asked if it was possible to add additional signatories to the various account. The Clerk advised that this was something that she intended to review. **ACTION: EW**

11. **Memorials**

Co-operative Memorials Ref: Additional Inscription the late Mr Woodcock.

This was approved by CP & seconded by IM. This was agreed unanimously.

ACTION: JH

12. **Planning Applications Received**

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|---------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------|
| a) Mrs D Macfarlane | 11 Armston Rd, Cosby | Two storey side extension. |
| b) Mr & Mrs N Beeby | 9 Elm Tree Rd, Cosby | Single storey rear extension including brick chimney to facilitate log stove and creation of terrace area to rear. |
| c) Mr & Mrs N Beeby | 9 Elm Tree Rd, Cosby | Amended details. |
| d) Mr & Mrs Coles | 31 Portland St, Cosby | Single storey rear extension. |
| e) Mr & Mrs Blencoe | 12 White Barn Dr, Cosby | Single storey side extension |
| f) Mr Gearing | 19 Andrew Ave, Cosby | Single storey extension to the front and rear |

- g) Mr S Mason Lutterworth Rd, Whetstone Installation of 20MW Peaking Power Generator
- h) Mrs Hoskyns 62 Main St, Cosby Tree works

LP explained in more details the application for the Peaking Power Generator. There were NO observations made on any of the applications. **ACTION: EW**

13. Planning Approvals / Refusals

- a) H.W. Coates Ltd The Ridges, Main St, Cosby Approved
- b) Mr & Mrs Williams 1 Ashtree Rd, Cosby Approved
- c) Mrs Joy Parker The Vicarage, Main St, Cosby Approved
- d) Mr & Mrs Coles 31 Portland St, Cosby Approved
- e) Mr & Mrs Matthews Shuttleworth Grange, Cosby Approved

14. Authorisation of the Accounts

The following accounts have all been paid:

EoN Electricity – Seasonal illuminations 2015	£	36.09
Blaby D.C. Litter Collections July – Sept	£	1,235.05
Reid’s Playground Maintenance Ltd – Repairs	£	816.00
Shelley Signs Ltd – Pinfold Lectern	£	1,536.00
2Commune. Social Media upgrade	£	180.00
Grant Thornton – Annual Audit Fee.	£	480.00
Street Orderly (1) September	£	364.43
Cemetery Attendant September	£	472.32
Clerk’s Salary September £1054.00 + £12.43 Phone + £10.17 Postage	£	1,076.60
H.M.R.C. - September PAYE & NI	£	389.79
Bailey Punshon Ltd – Payroll Administration	£	120.00
EoN Electricity	£	210.39
DTM Gardens & Landscapes Ltd – September works	£	1,036.20
Cosby Community Library – Donation	£	1,000.00
Cosby Village Hall Booking	£	60.00
Street Orderly (1) October	£	448.53
Cemetery Attendant October	£	472.32
Clerk’s Salary October £1179.11 + £12.42 Phone + £20.00 Office + £7.27 Postage	£	1,218.81
Clerk’s Contractual Payment	£	1,534.03

JH then gave the closing balances as at the handover to the new clerk as follows:

Current Account	£2,375.69
Business Account	£142,098.83

This is in addition to the amounts invested with Santander.

It was proposed by LP and seconded b CP. This was agreed unanimously.

At this point the Chairman said that the Council should discuss the deferred issues "In Committee" and the visitors left the meeting.

Any Other Business

JC – Reminded that everyone was welcome to attend John's Retirement Afternoon Tea.

JC – Reminded all Parish Councillors that Remembrance Service will be on Sunday 13 November.

CP – The illuminated bollards at the crossing point on Park Road have been knocked down. **ACTION: EW**

CP – There is still a drain cover missing from outside the Bulls Head public house. **ACTION: EW**

LP – It is highly likely that one or both of the large housing developments will be heard at the next Planning Committee Meeting. JH will not be available to speak so EW will need to register as the replacement for the Parish Council. **ACTION: EW**

LP – It has been noted that a large amount of road scrapings have been dumped near to the entrance of the field which is this side of the bridge on Countesthorpe Rd. Blaby DC has been made aware.

PS – The Parish Council contact details need updating on the playground area.

DC – Mrs Martin (resident of Linley Green, Cosby) has approached her asking for assistance to replace a tree that blew down in the storms. The land where the tree was planted belongs to Blaby District Council so they will need to apply to Blaby DC for permission and assistance. DC said that she would relay this back. **ACTION: DC**

DC – A request was made to raise the crowns of the trees on Pretty Corner. **ACTION: EW**

DC – The Ash saplings are starting to come through the concrete near to Pretty Corner. **ACTION: EW**

DC – Thanked MH who has learnt how to complete the monthly battery checks on the defibrillator. It would be beneficial to have another person trained.

DC – A tree has been removed on Victory Park behind the garage. This was originally requested by Mr P. Sullivan, was discussed but was never actually agreed upon.

DC – Plants around the granite rock will be replaced shortly.

DC – Some of the Spring bulbs have been removed from the planters as they were too big. It was suggested that these be put outside the Pinfold.

AT – sought clarification that a planning application had not yet been submitted for the Affordable Housing proposal. This was confirmed.

IM – A drain on Countesthorpe Road is blocked and the water constantly sprays against the old barn doors. **ACTION: EW**

IM – The recycling bins have still not been relocated on the park car park. Could this be followed up with the Environmental Health Dept? **ACTION: EW**

IM – The footpath between Countesthorpe Rd & Tudor Dr is in very poor condition. Clerk to contact Leics County Council. **ACTION: EW**

IM – Made the Parish Council aware that the plans to relocate the Post Office have been postponed until January 2017.

MH – A hole has appeared in the pavement outside 1 Brooklands Rd, Cosby similar to that which was outside the butchers in The Nook. **ACTION: EW**

EH – Nothing report

JH – JH presented the Parish Council with a copy of a disc containing the history behind the burials in Cosby Cemetery which he has compiled over the last 25 years.

EW – There will be a temporary road closure further up Countesthorpe Road on 31st October.

The Parish Council continued to discuss items 8 & 9 'In Committee'.

The meeting was closed at 9.25pm

I confirm that this is a True and Correct Record of the meeting held on 20 October 2016.

Cllr J Chapman
Chair of Cosby Parish Council

Dated: 17th November 2016