



# COSBY PARISH COUNCIL

Clerk: Mr Les Phillimore  
76 Springwell Lane  
Whetstone  
Leicester  
LE8 6LT

Telephone: 07802 303936  
[clerk@cosbyparishcouncil.org.uk](mailto:clerk@cosbyparishcouncil.org.uk)

---

## Minutes

**Minutes of the Annual Meeting of Cosby Parish Council held on Thursday 19<sup>th</sup> May 2022 in the Heritage Room, Cosby Village Hall, Park Road, Cosby at 7.30pm**

**Present:** Cllr V Rye (Chair)      Cllr: M Howkins      Cllr: J Wolfe      Cllr: K Scotton  
Cllr C Pharoah      Cllr: S Wegerif      Cllr M Hillmann  
Cllr: J Chapman      Cllr: S Boocock

**Also present:** Mr L Phillimore (Parish Manager)  
Mrs S Chapman (Assistant Parish Manager)

**Members of the public:** Two members of the public present

**562. To elect a Chairman of the Parish Council for the ensuing year and to record their Declaration of Office**

Cllr: V Rye is unanimously elected

**563. To receive apologies for absence**

No absentees

**564. To elect a Vice Chairman of the Parish Council for the ensuing year receive and to record their Declaration of Office**

Cllr: S Wegerif is unanimously elected.

**565. Chairmans welcome**

Cllr V Rye asked that any Working Parties bring any updates to the June 2022 meeting

**566. To receive and sign the minutes of the meeting of Cosby Parish Council held on Thursday 21<sup>st</sup> April 2022.**

**RESOLVED:** That the Minutes of the meeting of Cosby Parish Council held on the 21<sup>st</sup> April 2022 be signed as being a true and accurate record by the Chairman.

**567. Clerks General Report.**

**RESOLVED:** That the Clerks general report be noted and that: -

- a. The Year-end closedown has been delayed by the software suppliers with the AGAR to be presented in the June 2022 meeting.
- b. The Billy Belinda bollards funded through the County Members Highway Fund have been fully approved and are being specified to the Primary School uniform colours
- c. That the Grounds Maintenance tender closes on the 20<sup>th</sup> May 2022 with three tenders received to date. Members to meet on 8<sup>th</sup> June 7.00pm to consider
- d. A named Accountant is required should the Parish Council wish to pursue a Street Collection License for the Jubilee event (Cllr: J Chapman and Cllr: M Hillmann to consider)
- e. That a meeting with a representative of the Cosby Cottages Association had taken place with regards to the highway lighting with a further email received from another Settlement resident. The County Highway Authority has also been approached for any records they may hold.
- f. That an Independent Assessor has been appointed to review the Cosby NHDP and the Parish Manager to confirm that there are no comments from the Parish Council

**568. To consider and adopt the updated Cemetery Rules and Regulations to include specific provisions for children.**

**RESOLVED:** That the updated Cemetery Rules and Regulations (19<sup>th</sup> May 2022) be approved with: -

- a. The age for children be specified as 18 years or younger
- b. That "solar lighting" not be permitted within the cemetery
- c. That the secondary plinth size (policy 8 b) be confirmed but likely be no greater than two feet in length.

**569. To consider any Memorial applications not in compliance with the published cemetery policies**

None to consider

**570. Correspondence received.** That the correspondence be received and / or **RESOLVED:** -

- a. Email – Litter bin outside The Nook Fish Bar – Parish Manager to ask the owner to contribute to managing their own commercial waste.
- b. Letter – Hedgehog Highway Project – The Parish Council to purchase 50 boxes with consideration for a school project.
- c. Email – Cosby Library Teddy Bears Picnic – Approved.
- d. Email – Cosby Yarn Bomb – Grant – That the further grant request be declined

**e. Late correspondence**

**Cllr: V Rye** advised that she is receiving requests for a pedestrian crossing adjacent to Victory Park / Narborough Road

Parish Manager reminded Members that the County Councillor has a formal request already submitted for this facility.

**571. To consider any Planning Applications**

**Parish Manager** updated Members of the letter from Marrons Planning regarding a potential planning application off Broughton Road, Cosby. Marrons Planning to be invited to meet the Parish Council

**572. Annual Review: -**

- a. Members appointed to Working Parties for the ensuing year as per list with Cllr: K Scotton joining Village Safety & Roads and Village Projects and Publicity
- b. Cllr: K Scotton be appointed as the Parish Councils representative to LRALC
- c. Membership of NALC, LRALC, SLCC, CPRE be approved
- d. To confirm key holders for the Parish Council as (LP, SC, CP (Chapel))
- e. To confirm cheque and BACS signatories as (VR, CP, JC, MGH, LP)
- f. To approve the car mileage allowances for 2022/23 (£0.45 & £0.25)
- g. To confirm the status of Trustees for Parish Council administered Charitable Trusts, "Cosby Recreation Ground Charity" (513289)

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

- a. Cllr: V Rye updated Members on the Jubilee event:-
  - i. Volunteers required throughout the day
  - ii. Victory Car Park gates will start being locked overnight and signage is being sourced. Some form of remuneration will be required for individuals.
  - iii. Parish Manager to source quotes for height barriers

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

County Councillor L Phillimore advised that the County Council lead on support for Ukrainian refugees but it is "work in progress" with District and Borough Authorities carrying out home inspections and Benefits support.

**RESOLVED:** That Standing Orders be suspended @ 9.28pm to allow the meeting to continue

**575. CONFIDENTIAL ITEM:** 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 (**Personal, Commercial, Legal**) to be discussed and Information which is likely to reveal the identity of an individual/s and will be requested to withdraw.

- a. That the Parish Council notes the email correspondence from DTM dated 27<sup>th</sup> April 2022 and verbal update from Cllr: V Rye
- b. The Parish Manager to pursue a detailed technical report from Black Rock Civil Engineers employed to assess the Tarmac footpath and to "repair and seal" the trial holes.

**576.** To confirm the date of the next meeting as Thursday 16<sup>th</sup> June 2022

Meeting closed at 9.57pm

Cllr: V Rye. Chairman