

## Cosby Parish Council Minutes

**The minutes of the meeting of Cosby Parish Council, held on Thursday 11<sup>th</sup> October 2018 at 7.30pm, in the Cosby Community Church Rooms, Croft Road, Cosby**

**Present:**

Cllr J Chapman	Cllr M Hillmann
Cllr V Rye	Cllr M Howkins
Cllr D Cooper	Cllr I Mullis
Cllr C Pharoah	Cllr L Phillimore
Cllr P Suffield (8.30pm)	

**Also present:** Mrs A Wood – Clerk

There was one member of the public present.

1. **To receive and approve apologies for absence**  
Cllr A Tanner (illness) and County Cllr D Jennings.
2. **Chairman's welcome**  
The Chairman welcomed one member of the public to the meeting.
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.
4. **To receive and sign the minutes of the meeting held on 20<sup>th</sup> September 2018**  
The draft minutes had been previously circulated.  
  
**RESOLVED** that the minutes of the Parish Council meeting held on 20<sup>th</sup> September 2018 were signed as being a true and correct record.
5. **To receive and approve the financial reports for the month ending 30<sup>th</sup> September 2018**  
To receive the financial report for the month ending 30<sup>th</sup> September 2018, including income and expenditure, budget year to date, balance sheet and to sign the bank reconciliation for the same period.  
  
**RESOLVED** that the accounts for September 2018 were approved and signed as correct with no issues arising.
6. **To receive any correspondence**
  - a) Leicestershire Police – Members acknowledged an invitation to the Intercultural Evening, to be held on 13<sup>th</sup> November 2018
  - b) PCSO Zahid Malik – The Police Newsletter for October 2018 was noted
  - c) dbsymmetry – The proposals for the Hinckley National Rail Freight Interchange was presented to Members
  - d) Resident – A request was received to discuss a proposal for installing a 3G Pitch on Victory Park. Members **RESOLVED** to arrange a meeting between the resident and the

Open Space Working Group, following which a recommendation was to be presented to Full Council.

- e) East Midlands Community-Led Housing – Councillor Hillmann confirmed that he would be attending the briefing on current opportunities for community-led housing initiatives, including finance available from the Community Housing Fund
- f) Blaby District Council – Members noted the news release on District leaders pledge to continue to work together to review the current model of local government in Leicestershire
- g) Parochial Church Council – A request for funding to repair the mechanism of the Church clock had been received. Members **RESOLVED** to consider a contribution if an application to the BHIB Fund was unsuccessful.
- h) Cosby Toc H – Cosby Parish Council **RESOLVED** to approve permission to hold the annual duck race. As a consequence, the Parish Council was awaiting feedback from the Environment Agency to allow the clearance of Cosby Brook by The Conservation Volunteers.

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

a)	<b>Received</b>	18/1196/HH	22 Brooklands Road, Cosby
b)	<b>Received</b>	18/1149/RM	Render and external insulation to side elevation 3-5 Narborough Road, Cosby
c)	<b>Received</b>	18/1275/HH	An amended Site Layout drawing, including details regarding drainage, landscaping and boundary treatments 14 Manor Road, Cosby
d)	<b>Received</b>	18/1279/TC	Single storey rear, and two storey front, side and rear extensions Bunning Memorial Hall, Main Street, Cosby
e)	<b>Received</b>	Clarke Telecom Limited	Works to an Ash Tree Proposed base station upgrade at area of land at Saffron Dynamo FC, Cambridge Road, Cosby

The Clerk provided further details on each of the above applications and Members **RESOLVED** to make no further observations.

Members noted the outcomes of the following planning applications:

f)	<b>Outcome</b>	18/0742/FUL	Rear of 31 Croft Road, Cosby	APPROVED
g)	<b>Outcome</b>	18/1174/FUL	5 Kingsfield Road, Cosby	APPROVED

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

a) Parish Councillor Vacancy

The Parish Council will be notified by Blaby District Council tomorrow, Friday 12<sup>th</sup> November 2018, if they are able to co-opt a second Parish Councillor due to the resignation of Paul Cave.

b) Parish Office

The Clerk had circulated details regarding the possibility of using a part of the Village Hall as a Parish Office and other legal matters. It was **RESOLVED** by Members to investigate further the additional legal costs associated with all of the issues raised to date and a new lease agreement. The information received to date was to be sent to Graham Anderson, Village Hall Trustee. It was **RESOLVED** that Councillors Hillmann, Pharoah and Cooper would serve on a new Parish Office Working Group.

c) **Table Tennis Table**

The Table Tennis Table had been installed and the contractors kindly provided 12 bats and 144 ping pong balls free of charge. Members suggested that the Youth Group received a number of sets and that Cosby Library was also approached to store a number of sets of equipment.

d) **Quarterly Parish Clerk Operational Meeting**

Members were advised that the Clerk had attended the Quarterly Parish Clerk Operational Meeting at LRALC, which had been very informative and well attended, with a number of Officers from Leicestershire County Council present.

e) **Grass Cutting Contractor**

A resident of Cosby had reported that the Parish Council's grass cutting contractor had unfortunately damaged their vehicle whilst strimming along The Nook. The contractor had admitted liability and was liaising directly with the resident to resolve the matter.

**9. To receive any updates on the Neighbourhood Plan**

Members were advised that, to date, 296 Issues and Options Consultation document responses had been received.

Members **RESOLVED** to pursue an application for a £9,000 grant to offset the Neighbourhood Plan costs, as following an oversight this had not been submitted by the consultant.

Councillor Paul Suffield arrived at the meeting.

**10. To receive any updates on the Centenary / Remembrance Parade**

Councillor Rye confirmed that those wishing to partake in the Remembrance Parade on 11<sup>th</sup> November 2018, should assemble at Victory Park car park at 9.30am.

Further details were being placed in the November edition of Cosby News. The Co-op was kindly donating light refreshments for the event, which would be served in the Bunning Hall, after the Service of Remembrance at St Michael and All Angels Church.

The Clerk was asked to write a formal letter to Sam Peake, Co-op Main Street Cosby, confirming the details of the event.

There But Not There silhouettes were to be distributed and installed in the village. Councillor Suffield volunteered to help in the fitting of the silhouettes assigned to the Parish Council, week commencing 22<sup>nd</sup> October 2018.

**11. To receive any updates on the Annual Playground Inspection Schedule**

The Table Tennis Table had been added to the Weekly Inspection Schedule. No new issues had been identified.

**12. Public Participation**

The meeting was suspended at 8.45pm to allow members of the public to make representation about items that are not on the agenda.

A number of issues were raised by one member of the public who was present. They included dropped kerbs for mobility scooters / prams and issues with blocked drains.

The Clerk took this opportunity to update the meeting on a new system being implemented by Leicestershire County Council, to log issues and upload any relevant photographs. If residents were concerned that a specific issue was not being addressed then these could be passed to the Clerk for further action.

The member of the public was thanked as they left and the meeting resumed at 8.54pm.

**13. To receive any verbal updates and proposals from the Working Group Meetings held since 20<sup>th</sup> September 2018, where minutes have not been previously circulated**

Confidential Item

In accordance with the Public bodies (Admissions to meetings) Act 1960, the press and the public will be excluded from the following item by reason of the confidential nature of the business to be discussed (staffing) and will be requested to withdraw.

- a) Finance and Staffing Working Group – Consider recommendations from the meeting held on Thursday 4th October 2018

Members were advised that a recommendation to offer the vacant position of Clerk / RFO to a previous candidate was no longer applicable, as their application had been withdrawn. The Finance and Staffing Working Group had advised that the applicant had to be present in Cosby for three days per week prior to the establishment of a Parish Office and four days a week once a Parish Office was in situ within the village. It was due to these conditions of employment that the candidate had unfortunately felt that they had to withdraw their application.

As a consequence, Members **RESOLVED** to approach LRALC to request the services of a Locum / Temporary Clerk, whilst the Parish Council took at least three months to advertise and appoint the permanent vacancy of a Clerk / RFO.

Also, it was agreed that a Finance and Staffing Working Group meeting should be held as soon as possible, to ensure that the existing Clerk could advise Members of all current issues and outstanding resolutions, prior to her last working day on Friday 26th October 2018.

- b) Open Spaces Working Group

- i. Consider and approve a quotation for work to the hedges fronting Victory Park car park at a cost of £200 plus VAT

**RESOLVED** to reject the quotation for work to the hedges fronting Victory Park car park. Members agreed that the Temporary Cemetery Operative was to add this task to his work schedule, as previously suggested.

- ii. Consider further arrangements for a Community Event to officially mark the opening of the new equipment installed at Victory Park

It was **RESOLVED** by Members to hold a 'Community Event' at 11am on Saturday 3<sup>rd</sup> November 2018, to officially open the new Outdoor Gym and Table Tennis Table. The Clerk was asked to contact the Table Tennis Association to request if a representative was available to attend. A Community Litter Pick would be arranged for the new year, once a permanent Clerk / RFO had been appointed.

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

Councillor Phillimore provided the latest updates on a proposed Unitary Authority for Leicestershire, further to which Members had a general discussion on the matter.

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

Councillor Rye confirmed her appointment as a School Governor at Cosby Primary School, for which she was congratulated by Members.

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

The next meeting of the Parish Council was to be convened on Thursday 15<sup>th</sup> November 2018.

The Chairman declared the meeting closed at 9.30pm

----- 15<sup>th</sup> November 2018

Councillor Miles Hillmann  
Chairman