

Cosby Parish Council Minutes

The minutes of the Annual Meeting of Cosby Parish Council, held on Thursday 16th May 2019 at 7.30pm, in the Cosby Community Church Rooms, Croft Road, Cosby

Present: Cllr: V Rye (Chair) Cllr. M Hillman
Cllr: M Howkins Cllr: I Mullis
Cllr: D Cooper Cllr: C Pharoah
Cllr: J Chapman Cllr: P Wardrop
Cllr: P Suffield

Also present:

Mr L Phillimore – Clerk to the Parish Council
Mrs S Chapman – Cosby Parish Council
Members of the public – 9 Members of the public present

19. To Elect a Chairman of the Parish Council and to receive their Declaration of Office.

Cllr: Veronica Rye, proposed by Cllr: M Hillman, Seconded by Cllr: J Chapman was unanimously elected to the position of Chairman of Cosby Parish Council for the council year 2019/20.

With all Members having signed their Acceptance of Office, all Members present were able to take their seats as elected Parish Councillors and Cosby Parish Council could conduct its statutory affairs in full.

20. To receive and approve apologies for absence

Cllr: D Jennings (Approved) Cllr: J Wolfe (Approved)

21. Chairman's report and welcome

The Chairman welcomed Members of the Council and members of the public to the meeting and asked for all Members and staff present to introduce themselves.

22. To elect a Vice Chairman of the Parish Council

Cllr: P Suffield, proposed by Cllr: J Chapman, seconded by Cllr: I Mullis was unanimously elected as Vice Chairman of Cosby Parish Council for the council year 2019/20.

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

No declarations made

24. To receive and sign the minutes of the meeting held on Thursday 18th April 2019.

RESOLVED: That the minutes of the Parish Council meeting held on Thursday 18th April 2019 be signed as being a true and correct record by the Chairman.

25. To receive and approve the financial reports for the month ending 30th April 2019 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 months ending 30th April 2019 be signed by the Chairman as a true and accurate record.

26. To receive written reports / verbal reports from the Planning Working Group held 16th May 2019

Cllr: Rye gave a verbal report on the meeting held at 5.30pm on Thursday 16th May 2019. **RESOLVED**, that the report be accepted and that Cosby Parish Council review and contribute to the forthcoming "Issues and Options" of the Blaby Growth Plan.

- 27. Public Participation – a) Public Speaking Protocol – Requests received by the protocol deadline to be reported by the Clerk to the Parish Council with detail of the agenda item to which they relate. b) The meeting will be suspended to allow members of the public to make representation about items that are not on the agenda. All requests must be made to the Clerk prior to the meeting.**

Chairman's Discretion:

As no requests to speak had been received by the Clerk and some confusion as a result of the first Newsletter, the Chairman used their discretion to allow members of the public present to speak.

Points raised included: -

- a. Recommendation that Cosby Parish Council should use Anstey Parish Councils website (Gold Standard) as an exemplar website. The Clerk explained that Members of the Council were aware of the situation with the Cosby Parish Council website and training and resources would be allocated in due course.
- b. That Members details were not up to date on the website. The Clerk will review
- c. That agendas had not been published within the statutory 3 clear days and that the website was difficult to navigate. The Clerk assured Members that the Agendas had been published within the statutory guidelines and had been available within "documents" or by searching "Agenda". The agendas had also been inadvertently published within the Community calendar area of the website rather than the council calendar area.
- d. Concerns raised over the apparent support for the A46 Expressway by the Leader of Blaby District Council. The Clerk will source and distribute the likely document.
- e. Bramble Way (hedging) was in need of attention. The Clerk to progress with Cllr: Suffield
- f. Concerns over the colour of the brook alongside Broughton Road. Cllr: Chapman will inspect and report to the Environment Agency as necessary.
- g. A "for sale" vehicle physically parked on the road.

28. To receive any reports from County / District Councillors

The Clerk read County Councillor David Jennings' report.

The Clerk advised that as Alan Tanner had retired and Cllr: Wolfe had only just been elected as a District Councillor, no other reports were present.

29. Annual Review:

- a. To appoint Members to Working Parties for the ensuing year
 - i. Cllr: Rye will compile and distribute
- b. To nominate representatives to outside bodies
 - i. None specified
- c. To approve membership of bodies, clubs and societies
 - i. LRALC, NALC and SLCC be RESOLVED
- d. To confirm key holders for the Parish Council

- i. The Clerk or Mrs S Chapman hold the master set, Cemetery keys are held by the Cemetery Maintenance Operative.
- e. To confirm cheque signatories
 - i. The Clerk confirmed that cheque signatories are in the process of being updated
- f. To declare the total number of electors for the Parish of Cosby and the permissible S137 expenditure limit for 2019/20.
 - i. The Clerk confirmed that the number of electors stood at 2,730 and that Section 137 expenditure for the year 2019/20 had been set at £8.12p providing a total S137 expenditure of **£22,167.60 for the year 2019/20.**
- g. To approve the car mileage allowances for 2019/20
 - i. Approved at the standard HMRC rates.
- h. To confirm the status of Trustees for Parish Council administered Charitable Trusts.
 - i. The Clerk advised that matters remain in process for the Charitable Trusts.

30. To receive the Clerks general report.

- a. Letters received from Cosby Primary School Year 6 pupils.
 - i. Members welcomed the letters and **RESOLVED** that Cllr: P Suffield would compile the “ideas” and Councillors would visit the school to speak to the pupils.
- b. **Memorial request, RESOLVED**, that the Memorial request (as tabled) for “Terence Pawley” be approved.
- c. **Cosby War Memorial** – work has been completed
- d. **Hard Landscaping** – the contractors were being chased to confirm a start date.
- e. **Cemetery Chapel** – The Clerk reported “water damage” possibly due to the tarmac pathway being laid above the engineering bricks. The Clerk is progressing.
- f. **Santander bank account. RESOLVED**, that previous Clerks [REDACTED] and [REDACTED] be removed from the accounts and that the current Clerk, Mr L M Phillimore be granted full rights to the bank accounts and that all signatories then be reviewed and updated accordingly.
- g. **Lloyds bank accounts. RESOLVED**, that the Clerk be approved for full access to the bank accounts.
- h. **Playground repairs – RESOLVED**, that a further sum of up to £1,000 be approved for the Clerk to progress additional repairs to the playground equipment.
- i. **IT equipment – RESOLVED**, that the approved expenditure be increased to £2,000 to expand and bring the council systems up to date.
- j. **RBS Accounts Package – RESOLVED**, that Cosby Parish Council invest in the provision of the Rialtas (RBS) software package for the administration and management of Cosby Parish Council finances. Approximately £650 yr 1 and £230 annually thereafter.
- k. **Fallen tree (Cemetery) – RESOLVED**, that the Clerk secure the services of Blaby District Council to remove the fallen tree at cost to Cosby Parish Council.
- l. **Bunning Hall, RESOLVED**, that the grass cutting at the Bunning Hall be included within the grounds maintenance contract and cross charged (annually) to the Bunning Hall with zero cost to the Parish Council.
- m. **MUGA**, The Clerk to explore solutions to over-shooting footballs landing in private gardens.
- n. **Village Hall and Council office space – RESOLVED**, that the Clerk take whatever steps are necessary to resolve matters, including the appointment of alternative legal services.

31. To receive any updates on Village Projects

- a. Neighbourhood Plan
 - i. The Clerk to issue another Doodle for a NHP meeting
 - ii. Cllr: Hillman advised that he is working with the Local Planning Authority regarding a hard path within Victory Park.
- b. Cosby Yarn Bomb
 - i. **RESOLVED**, that Cllr; Rye progress matters as required.
- c. Remembrance Day – Cllr: Rye updated members with specific regard to a privately organized Poppy Drop and consider a meeting to discuss progress / concerns.
- d. Cosby Parish Council Newsletter – Has been well received within the village. Cllr: Rye will lead on the next Newsletter and invites any contributions for inclusion.

32. To receive any correspondence

- a. Cosby Community Speed Watch – The Clerk to request alternative dates from LCC.

33. To confirm the date of the next meeting as Thursday 20th June 2019

The Chairman declared the meeting closed at 9.51pm

----- 20th June 2019

Councillor V Rye

Chairman