



COSBY PARISH COUNCIL

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Minutes of the Annual Meeting of Cosby Parish Council held at 7.15pm on Thursday 16th May 2024 in the Heritage Room, Cosby Village Hall, Park Road, Cosby.

Present: Cllr: V Rye (Chair) Cllr: M Howkins Cllr: S Boocock
Cllr: H Stevenson Cllr: G Lee Cllr: J Wolfe
Cllr: S Wegerif (Vice Chair)

Also present Mrs S Chapman (Assistant Parish Manager)

Members of the Public: Five

24.925 **Outgoing Chairmans welcome**

Chairman advised those present that the meeting was being recorded.

24.926 **To elect a Chairman of the Parish Council and to record their Declaration of Office.**

With only one nomination, Cllr: V Rye is elected with a unanimous vote

24.927 **To receive apologies for absence**

Cllr: M Hillmann (Absent)

Cllr: C Pharoah (Approved) Cllr: J Chapman (Approved)

24.928 **To elect a Vice Chairman of the Parish Council and to record their Declaration of Office**

With only one nomination, Cllr: S Wegerif is elected with a unanimous vote.

RESOLVED: That Public Participation is moved up the agenda ahead of agenda item 6 to allow two members of the public to speak with a representative from Leicester Lions due to speak regarding agenda item 10 c.

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

Cllr: G Lee declares a non-pecuniary interest in planning application 21/0338/HH being a neighbour

Cllr: M Howkins declares a non-pecuniary interest in agenda item 10 c being a member of Leicester Lions Ruby Club. M Howkins will not take part in any vote on this agenda item

Cllr: M Howkins declares a non-pecuniary interest in agenda item 18 c being a member of the CPRE.

Cllr: G Lee declares a non-pecuniary interest in confidential agenda item 19 b being a friend and will not engage in the debate or vote.

Cllr: H Stevenson declared a post meeting pecuniary interest in agenda item 19 b being a business colleague. Cllr: H Stevenson took no part in the debate or vote.

24.930 Chairmans welcome

Cllr: V Rye thanks members for their continued support in her chairmanship

24.931 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.

24.931.1 Carol Martin supported by Cllr: J Wolfe requests that further consideration be the re-planting of tree/s on Linley Green be given.

Parish Manager advises that the Parish Council had pursued a “specimen” English tree to be planted as a commemorative tree for D-Day in September 2023 but time had slipped. The autumn would be the appropriate time to plant if permission can be secured from Blaby District Council.

The Parish Council would likely be required to maintain the tree.

24.931.2 Carol Martin supported by Cllr: J Wolfe requests that further consideration be the re-planting of tree/s on Linley Green be given.

Parish Manager will follow up with Blaby District Council.

24.931.3 Jayne Frisby raises concern over the lack of maintenance of the brook embankment adjacent to Main Street leading off Park Road to Ash Tree Road along with evidence of Ragwort.

Parish Manager to investigate but advises that the Grounds maintenance contractors are not permitted to climb over the white railings to maintain the area.

RESOLVED: That agenda item 10 c be moved up the agenda to hear from Lee Crosse (Minis and Juniors Chairman) from the Leicester Lions Rugby Club.

24.931.4 Lee Crosse explained that the mini and junior section has 220 players and with match and training requirements, there is a need for additional training space. Leicester Lions are a well-known club who regularly attract well-known players and are also keen on growing female teams and are looking to employ a community coach.

24.931.5 The outgoing Cosby Rugby Club support the Leicester Lions taking the pitch over but require a formal take-over of the storage container and lighting with confirmation from Cosby Parish Council that the Cosby Rugby Club and Directors of, are absolved of all responsibility for the fixed assets.

24.931.6 Leicester Lions will offer free match tickets to local residents.

24.931.7 Cosby Rugby Club would welcome a refund from the two-year lease payment.

24.931.8 Leicester Lions are keen to work with both Cosby Junior Football Club and Cosby Cricket Club to maximise sporting opportunities on Victory Park.

24.931.9 Leicester Lions are content that they can manage all Safeguarding issues as per the Rugby Football Union (RFU) guidelines.

24.931.10 The Victory Park and Playground Working Party to be party to party to this discussion.

RESOLVED: That the Parish Manager liaises with all stakeholders to negotiate a lease with Leicester Lions and the remaining directors of Cosby Rugby Club be absolved of all asset responsibility on Victory Park.

24.932 To receive and sign the minutes of the meeting held on 18th April 2024.

RESOLVED: That the minutes of the meeting of Cosby Parish Council held on Thursday 18th April 2024 be signed as an accurate record.

Matter arising from these minutes: -

- a) 24.913 d – purchase of gazebos. Parish Manager confirms that 5 gazebos have arrived.
- b) 24.915 c – Cricket Club tree works. Parish Manager confirms that documentation has been received and works will be approved.
- c) 24.915 d (b) Parish Manager confirms that any Member can ask that their vote (by name) is recorded in the minutes.
- d) 24.932 f – Parish Manager confirms that the Big Tree Give Away is not appropriate for Linley Green.

24.933 To receive and approve the financial reports for the month ending 30th April 2024 including income and expenditure, budget year to date, balance sheet and to record the signing of the bank reconciliation for the same period.

RESOLVED: That the financial reports for the month ending 30th April 2024 including income and expenditure, budget year to date, balance sheet and to record the signing of the bank reconciliation for the same period be approved and signed by the Chair.

Cllr: V Rye queries: -

24.933.1 110 Employment costs. The %age variances on staff costs compared to a theoretical 8% per month.

Parish Manager advises that these variances have already been identified and will be clarified.

24.933.2 4110 – Sub-contractor costs relate to litter picking

24.933.3 4210 – Rialtas Fees – Parish Manager advises that we are unlikely to use Rialtas for the end-of-year close-down again due to the charge of £868 for less than two hours work.

24.933.4 4260 – Website overspend due to the two-yearly “domain” renewal fee not being budgeted for.

24.933.5 4350 – Cemetery water. Non metered water supply which includes a roll-over invoice from the prior year.

24.933.6 4480 – Assistant Parish Manager advises that the Council is now holding a credit of £585 so future costs will reduce.

24.934 Clerks General Report

24.934.1 Council advised that the annual Internal Audit is underway

24.934.2 Yarn Bomb Community Day and D-Day event – all Members are encouraged to help and for the Community Day, Chair invites any Member to organise and host a table showcasing the work of the Parish Council which could include the pending works for the playground expansion.

24.934.3 Members advised that the MVAS units are out for delivery with Solar Panel upgrades.

24.935 To consider any Memorial applications not in compliance with the Burial Authorities Rules and Regulations.

RESOLVED: That the memorial application for Maurice James Cooper 18.4.1929 – 17.12.2014 and Mary Cooper 1.7.1936 – 24.12.2023 to include a ROSE image be approved.

24.936 Correspondence received.

24.936.1 Email - Blaby District Council Parish Charter.

RESOLVED: That the Blaby District Parish Charter be adopted.

24.936.2 Email – Notes from the Blaby District Parish Liaison Meeting for Parish Chairs and Clerks held on 13th March 2024

The minutes be noted

24.936.3 Email – Leicester Lions Rugby Club – enquiry to lease Cosby Victory Park rugby pitch

RESOLVED: That the Parish Manager liaises with all related stakeholders to: -

- Facilitates a Lease Agreement for the Leicester Lions
- Introduces Lee Crosse of the Leicester Lions to the Chair of the Junior Football Club
- Calculates a refund to the Cosby Rugby Club for approval by Council
- Provides written confirmation to Scott Crispin that the Directors of Cosby Rugby Club are absolved of all responsibility for Rugby Fixtures and Fittings on Victory Park once an agreement has been made with the Leicester Lions to take over responsibility for the Fixtures and Fittings (Lighting, Storage Container, Rugby posts)

24.936.4 Email – Blaby District Parish Councils group – minutes

The minutes be noted

24.936.5 Email – Blaby District Council (Not in pack) – Revocation of Air Quality Management Areas: –

The revocation request be noted

24.936.6 Email – Cosby Junior Football Club – enquiry to lease Cosby Victory Park rugby pitch

The request be noted and Parish Manager to liaise with stakeholders

24.936.7 Email – National Lottery Community Grant (Summer Sports Holiday Club – unsuccessful grant application) Cosby Parish Council to consider funding from General Reserves.

RESOLVED: That the summer sports club **NOT** be funded by Cosby Parish Council.

24.937 To consider any planning applications listed and any notices received after the publication of the agenda.

24.937.1 Application No: 23/0182/OUT. Land at Croft Road, Cosby. Blaby District Council Planning Department – request for cemetery and sports provision information.

Parish Manager advises Council of the Parish Managers response to the cemetery and Allotments enquiry which is held with these minutes for information.

Chair advises that the Croft Road application may come before the Planning Committee 13th June 2024. An Extra Meeting can be called if Council wish to discuss speakers and representation.

24.938 To consider the award of the Garner Cup

RESOLVED: That due to a late presentation in 2023, the item be re-tabled in May 2025

24.939 To receive any updates on Village Projects to include: -

24.939.1 D-Day commemoration Sunday 2nd June 2024

Chair advises that the event will take place 12.00 noon to 3.00pm and thanks helpers for their support. Further thanks go to Cllr: Helen Stevenson for her suggestions for a monthly article in Cosby News and three or four village events each year; being: -

- Annual Parish Meeting
- Summer event
- Remembrance Parade
- Christmas event

Working parties to plan for these events.

24.940 To receive any reports from External meetings

None attended

24.941 To receive any reports from County / District Councillors

Cllr: Les Phillimore advised that due to the Police and Crime Commissioner election Purdah period and the annual meeting of District and County Councils, only routine business has taken place.

Members are updated on the Hayes Gardens consultation

Members advised that the Flood Resilience Grant is now available

24.942 Annual Review:

- To appoint Members to Working Parties for the ensuing year. Cllr: G Lee to join Village Projects and Publicity and Victory Park and Playground
- To nominate representatives to outside bodies – Cllr: V Rye appointed for LRALC.
- To approve membership of bodies, clubs and societies (NALC, LRALC, SLCC, CPRE)
- To confirm key holders for the Parish Council (LP, SC)
- To confirm cheque and BACS signatories (VR, CP, JC, MGH, LP)
- To approve the car mileage allowances for 2024/25 (£0.45 & £0.25) as per HMRC not LGA
- To confirm the status of Trustees for Parish Council administered Charitable Trusts, "Cosby Recreation Ground Charity" (513289)

RESOLVED: That the Annual Review be approved

24.943 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 (Commercial and Financial) to be discussed and Information which is likely to reveal the identity of an individual/s and will be requested to withdraw.

24.943.1 To open and note the sealed tenders for the children's playground upgrade.

Tenders received from: -

- GM Services
- Kompan
- Premier Play
- Sutcliffe

- Streetscape

Parish Manager and Assistant Parish Manager to review tenders and liaise with Victory Park and Playground Working Party.

RESOLVED: That Standing Orders be suspended at 21.12hrs to allow the meeting to continue.

24.943.2 Email – Birchwood – bench and heritage sign works.

RESOLVED: That the quotes for Heritage Sign £301.94 and hard wood bench repairs £518.38 be approved.

Parish Manager to explore dialogue with Birchwood regarding village maintenance works.

24.944 To confirm the date of the next meeting as Thursday 20th June 2024

Meeting closed at 21.21hrs

DRAFT