

## **PARISH COUNCIL MINUTES**

The minutes of Cosby Parish Council Meeting held on Thursday 21<sup>st</sup> September 2017 in the Cosby Community Church Rooms, Croft Road, Cosby which commenced at 7.30pm.

### **Present:**

Cllr C Pharoah (CP) – Chair of meeting	Cllr M Howkins (MHo)
Cllr V Rye (VR)	Cllr I Mullis (IM)
Cllr D Cooper (DC)	Cllr L Phillimore (LP)
Cllr J Chapman (JC)	

Mrs E Wakelam (EW) – Clerk

1. **To receive apologies for absence**

Cllr M Hillmann, Cllr P Suffield, Cllr P Cave & County Cllr D Jennings

2. **Chairman’s welcome**

The Chair reminded all members that they would need to have read the Working Group/Committees documents, handed out by Jake Atkinson at the information evening, prior to the council meeting in October.

3. **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 were made at this time.

4. **To approve and sign the minutes of the meetings held on 17<sup>th</sup> August 2017**

The draft minutes had been previously circulated.

RESOLVED: The minutes of the Parish Council meeting held on 17<sup>th</sup> August 2017 were signed as being a true and correct record.

5. **Finance**

a) To receive the financial report for the month of August 2017 including income and expenditure, budget year to date and the balance sheet, and to sign the Bank Reconciliation for the same period.

RESOLVED: The accounts for August 2017 were agreed and signed as correct.

b) To review the signatories.

RESOLVED: Two additional signatories were proposed by IM and seconded by MHo. All members voted in favour and the motion was carried.

ACTION: EW

Cllr Les Phillimore joined the meeting at this point and made his declaration of non-pecuniary interest regarding Item 7 - Planning Applications.

6. **Correspondence – To receive any Correspondence**
- a) Mrs D Eato – Request for a new dog waste bin at the end of the public footpath which comes out on to Park Road (Next to Rose Close). The Clerk agreed to put an item in the Cosby News about using ordinary waste bins but would also apply to Leics County Highways for permission to site a new dog waste bin in the future. ACTION: EW
  - b) Mrs A Frew – Request for permission to allow the Toc-H to hold their annual Duck Race on the Brook. All members agreed to this. ACTION: EW
  - c) Leics County Council – Advance Notice of a Temporary Traffic Regulation Order (TTRO). The Clerk advised that she had already responded highlighting that the proposed diversion route would not be suitable for the double decker buses and is awaiting a response.
  - d) Mrs J Hickling – Complaint re planting on Broughton Road embankment. The Clerk advised that she had already responded to this highlighting that the section of the embankment in question was private property.
  - e) Grant Thornton – External Auditor Report and Certificate. The Clerk advised that the Certificate was now on display in the notice boards.

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

- a) **Received** 17/1133/HH 58 Main Street, Cosby  
Retention of new access, demolition of front wall and erection of new fence and gates.  
RESOLVED: Members OBJECTED to this application as it was felt that the proposed new fencing was not in keeping with the area as mentioned in the Design & Access Statement. ACTION: EW
- b) **Received** 17/0892/ADV 38 Main Street, Cosby  
Display of 2 illuminated wall mounted signs, 1 illuminated wall mounted fascia sign, illuminated totem sign, 6 non illuminated wall mounted fascia signs and 2 non illuminated post mounted signs.  
RESOLVED: Members OBJECTED to this application due to the wording of one of the signs. It was felt that, as a new business, it had no more of a claim to being “Cosby’s Co-op” than the existing Co-op store on Croft Road. Members also agreed that it was disappointing that there was no sign promoting the use of the rear car park. ACTION: EW
- c) **Received** 17/0778/FUL Land Off Countesthorpe Road, Whetstone  
Change of use of land for siting of 2 gypsy caravans (re-submission).  
RESOLVED: Various issues were discussed and the members OBJECTED to this application. ACTION: EW
- d) **Received** 17/1088/HH 3 Chiltern Avenue, Cosby  
Erection of a single storey rear and side extension  
RESOLVED: There were no observations on this application.

- e) **Received** 17/1083/HH 19 Brooklands Road, Cosby  
Two storey front and side extensions.  
RESOLVED: This application was APPROVED by Blaby DC prior to the Parish Council Meeting.
- f) **Received** 17/1161/HH 10 Elm Tree Road, Cosby  
Extensions and alterations with creation of a loft conversion and additional roof lights (Revised scheme).  
RESOLVED: There were no observations on this application.
- g) **Outcome** 2017/1050/01 Cosby Spinneys Farm, Croft Road, Cosby  
APPROVED
- h) **Outcome** 17/0981/TC Main Street, Cosby APPROVED
- i) **Outcome** 17/0330/VAR Tithe Barn, Main Street, Cosby  
APPROVED
- j) **Received** 17/1131/HH 70 Lady Leys  
Loft conversion incorporating front and rear dormer windows.  
RESOLVED: There were no observations on this application.

8. **To receive and consider any requests for Memorials**

- a) Co-operative Memorials New memorial - Frank Robertshaw  
RESOLVED: This application was approved. ACTION: EW
- b) W W Busby & Sons Ltd Additional inscription – Maurice Hewitt  
RESOLVED: This application was approved. ACTION: EW
- c) Autumn Memorials New memorial – Nev Chamberlain  
RESOLVED: This application was approved. ACTION: EW

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

- a) Proposal – The Planning Working Group wish to propose that Michael Wellock, and his consultancy Kirkwells, be employed to guide us through the Neighbourhood Plan process.

The Chair read out the background information supporting this proposal which was then discussed in depth. VR proposed and JC seconded the proposal. The vote was unanimously in favour.

RESOLVED: The proposal was approved.

10. **Public Participation** – 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.

No prior requests had been received and there were no members of public present. MHo asked if councillors could raise issues under Public Participation. It was advised that council would have to temporarily adjourn to allow the member to remove themselves from being an elected serving officer. Council would then reconvene and allow any issue to be raised. The Clerk will circulate the formal procedure for any potential matters that may wish to be raised. ACTION: EW

11. **To receive any verbal updates from the Working Group Meetings held since 17<sup>th</sup> August 2017 where minutes have not been previously circulated**

The Clerk advised that she had received the latest notes from the Tree W/G but had not had the chance to circulate them yet. This would be done asap. ACTION: EW

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

LP gave an update on the Jelson's Appeal. Cllr Phillimore, County Councillor Jennings and The Clerk were all thanked for their contribution. The outcome will hopefully be received within the next 8 weeks.

LP mentioned that the Affordable Housing planning application on Croft Road has been passed by the Planning Committee. Both the Clerk and members of the council were surprised as there had been no notification received that this was on the agenda for the last meeting. The Clerk agreed to contact Blaby DC to enquire why we had not been notified. ACTION: EW

At this point, MHo left the meeting.

13. **To receive and consider reports from representatives attending outside meetings or training**

MHo & JC had attended the Blaby DC Forum. Blaby DC had stated that Parishes had been approached to take over open spaces within their parishes. However, there was some confusion as to whether this was all open spaces or just the car parks within the district. The Clerk confirmed that she had not received any correspondence regarding this but would make enquiries for clarification. ACTION: EW

14. **Clerk's Time – to receive the Clerk's General Reports and Updates**

a) The poppy wreath had been received from the Royal British Legion and members agreed that the standard £75.00 donation would be made again. ACTION: EW

b) The Clerk reminded members about the "Big Discussion" evenings coming up regarding the devolution of services and encouraged as many councillors as possible to attend.

- c) The Clerk advised that, prior to his 6 month appraisal, the Additional Street Orderly/Maintenance Person had decided not to continue in his post. The Staffing and Finance Working Group would be taking this opportunity to review the Job Description and Person Specification and would report back to full council at the October meeting for approval.

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

The date of the next meeting was confirmed as Thursday 26<sup>th</sup> October 2017.

With no further business, the Chairman declared the meeting closed at 9.10pm.

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Mr Miles Hillmann  
Chairman

26<sup>th</sup> October 2017