

# Cosgrove Parish Council

## MINUTES OF COSGROVE PARISH COUNCIL ANNUAL MEETING

Held on Wednesday 2<sup>nd</sup> June 2021 at the Village Hall Commencing at 7.30pm under

### Covid-19 Conditions

#### Present:

Cllrs Mr W Smith (in the chair), Mr C Bird, Mrs S Comerford, Mr M Draddy, Mr D Little, Mr J Proctor, Mr P Roberts & Mr D Smith

Also present was Mr D Everett (Clerk)

#### 1. Completion of Declaration of Acceptance for new Council

Mr C Bird and Mr M Draddy duly signed their Declaration of Acceptance before the meeting

#### 2. Apologies for Absence

Mr A Bracey (via Chairman)

#### 3. Members Declaration of Interest (for items on the Agenda) > None

Including Members Registration of Interest (Circulated prior to the meeting) and completed at the meeting (Cllr Bracey to be advised)

#### 4. Minutes for approval of the Annual Meeting dated Wednesday 12<sup>th</sup> May

\* were signed as true record

\* Note : For record purposes the Minutes of the Zoom Meeting dated Wednesday 5<sup>th</sup> May 2021 prior to local elections were previously circulated as approved unsigned

#### 5. Election of Working Party Groups and Representatives

(The clerk advised on the benefits of Working Parties over Committees at PC level)

**Planning:** Full council

**Finance:** Cllrs Smith (W), Bird, Smith (D), Proctor, Roberts

**General Purpose:** Cllrs Bracey, Smith (D), Smith (W), Draddy, Comerford, Proctor

**Scrutiny:** Cllrs Roberts, Little, Smith (W)

**Transport Rep:** Cllr Smith (D) and the clerk

**Parish Path Warden:** Cllrs Smith (D) & Smith (W)

**Whalley's Charity:** The clerk

**Neighbourhood Watch:** Cllrs Smith (W) & Smith (D):

**Allotments:** Cllr Proctor

#### 6. To Adopt Standing Orders (as amended), New WNC Code of Conduct (circulated with the Agenda), Financial Regulations & Risk Assessment; Fixed Asset Register for 2021/2022:

**Complaints procedure: Freedom of Information Procedure; Terms of Reference for GDPR & (DPO) Service and the Internal Auditor:** all reviewed and recommended for adoption

**RESOLVED** to approve and adopt

#### 7. Clerks Report

\* **RESOLVED** That where appropriate and subject to agreed conditions, the clerk would continue to act and deal with matters under Delegated Powers which would be reported to the Chairman (or Vice Chairman) and at the next meeting of the council

- Allotments - Update chased, still with Solicitors CosPC and GUH > Cllr Proctor to chase GUHs
- Land Registration (Playing field and BG) awaits LR

- Caravan Park latest permission MKC > no response yet from MKC (discussed at length)

## 8. Public Speaking Time (points raised before/at the meeting)

Allotments > advised

## 9. Correspondence received since last meeting

- Interim Audit Report > circulated (see Min:12(d))
- CRT re Horse Tunnel issues > circulated (chased by neighbour affected by canal leak)

## 10. Monthly roundup and issues from each councillor

- **Cllr Draddy** > Village maintenance (works in Cos discussed) responsible > Village green Electric connection Bus shelter (Xmas lights) > WP (hold)
- **Cllr Bird** > PL replacement issues Main Street and making good (deferred)
- **Cllr Smith (D)** > New PL; Dog and litter bins (for WP to draw up plans)
- **Cllr Comerford** > Street lighting issues; Library; Planting (areas identified > for WP)
- **Cllr Proctor** > Parking Bridge Road and Q whether CosPC were happy with Fibre optic boxes on village playing field;> discussed at length with Clerk to deal WNC
- **Cllr Roberts** > Highway issues
- **Cllr Little** > Bridge struck again > trackere
- **Chairman** > General update (and village green – fibre and WP issues)

## 11. Planning

- (a) Applications Received
- (b) Decision Notices
- (c) Enforcement / Appeals
- (d) Press Notices

\* None

## 12. Finance

- (a) The Council to approve budgetary control to date

\* **RESOLVED** to adopt

### (b) To Note Current State of Finance

Treasurer's a/c:	£15,477.94
Business Inst a/c:	£40,285.75 (+ ½ Prcept)
Earmarked Reserves:	£42,339.70
<b>Available Capital:</b>	<b>£13,423.99</b>

### (c) To Note Accounts for Payment

002018	Clerks Salary/Petty cash:	£405.45 (£384 + Petty cash £21.45))
002019	HMRC:	£96.00 (PAYE)
002020	DNH Contracts:	£80.00 (Environmental > May)
002021	NJ Blackwell GS:	£1,027.25 (Mowing > May)
002022	Aylesbury Mains:	£282.48 (Maintenance & Repairs)

- (d) To Adopt Internal Audit report (circulated with Agenda)

**RESOLVED** to adopt

- (e) To Adopt End of Year Accounts (sign AGAR & R&P Ledger)

**RESOLVED** to adopt

**13 Street Lighting**

New PL Bridge Road requires marking > photo for Aylesbury Mains (image to the clerk?)

**14. Highways (to Include Notice boards, sign posts, missing signs)**

\* Issues raised by Cllr Comerford part discussed earlier; but rusted posts to be identified

**15. Proposed working parties (for the coming year)**

Infrastructure review on village with plan and recommendations for improvement (after current building works) Cllrs Little, Bird, Comerford, Draddy and Proctor

**16. Councillor Questions and Items for Next Agenda**

\* Clerk TBA

**17. Date of Next Meeting**

Wednesday 7<sup>th</sup> July 2021 commencing at 7.30pm

Chairman gave apologies > Cllr Smith (D) in the chair

With no other business the meeting closed at 9pm

DRAFT