

Cosgrove Parish Council

MINUTES OF COSGROVE PARISH COUNCIL MEETING

Rearranged Meeting Held on Wednesday 14th DECEMBER 2022 at the Village Hall
Commencing at 7.30pm

(Face coverings remain optional)

Present:

Cllrs Mr D Smith (in the chair), Mr A Bracey, Mrs S Comerford, Mr M Draddy, Mr P Roberts & Mr J Proctor

Also present were Mr D Everett (Clerk) and 3 members of the public

1. Apologies for Absence

Cllrs Mr C Peacock (personal commitments) & Mr C Bird (work commitments)

A Casual vacancy remains

2. Members Declaration of Interest (for items on the Agenda)

None

3. Minutes for approval of the Meeting dated Wednesday 2nd November 2022

Minutes of meeting Wednesday 2nd November 2022 were approved and signed as a correct record

4. Clerks Report

Report deferred

5. Public Speaking Time

None

6. WNC Councillor Report

None

7. Correspondence received since last meeting (list at the meeting)

- WNC / Request for Precept requirements by 17 Jan > clerk to draw draft for next meeting

8. Allotments

Cllr Proctor spoke on progress and proposals after formal transfer to CosPC

9. Planning

(a) Applications Received

WNS/2022/1741/EIA - Furtho Pit > FUL Planning app CosPC response ready > circulation before next meeting

WNS/2022/2351/LBC 5 Stratford Road (former Cosgrove Hall Cottages) (Retrospective application after Planning Inspection)

WNS/2022/2296/LBC & WNS/2022/2295/FUL 11 Stratford Road (former Cosgrove Hall Cottages) (Retrospective application after Planning Inspection)

* Noted NFA

WNS/2022/2323/LBC The Barley Mow 7 The Stocks Minor gable maintenance

* Noted NFA

- (b) **Decision Notices**
- (c) **Enforcement / Appeals**
- (d) **Press Notices**

None

10 Finance

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

* **RESOLVED** to adopt

(b) To Note Current State of Finance

Treasurer's a/c:	£6,413.02
Business Inst a/c:	£62,818.39 (+ VAT repayment)
Earmarked Reserves:	£56,713.41
Available Capital:	£12,500.27

(c) To Note Accounts for Payment (Proposed DS seconded AB and carried unanimously)

002146	Clerks Salary/Petty cash:	£474.00 (£460.00 + Petty cash £14)
002147	HMRC:	£115.00 (PAYE)
002148	DNH Contracts:	£84.00 (Environmental > Nov)
002149	NJ Blackwell GS:	£608.76 (Mowing > Nov)
002150	Green Trees (Bucks) Ltd:	£720.00 (Complete Play field poplar reduction)
002151	NPower:	£532.98 (PL unmetered supply)
002152	NPower:	£484.59 (PL unmetered supply unsent INV copy)
002153	LexisNexis:	£131.99 (Arnold Baker LCA latest edition)

(d) Precept Request (by 17th Jan 2023)

* As Min:7

11. Street Lighting

PL1 Orchard Close still ooo > Chairman deals

11A. Quote for new lamp proposal The Stocks Cross Road (previously circulated)

Quote = £2,275.00 (+vat) Approved in principal > Chairman/clerk

12. Highways

* Salt bins and salting discussed

13. Caravan Park issues and rumoured planning application

* Deferred until details known (Cllr McCord/WNC) and liaison again raised + Chairman's reminder that NCC Highways had concluded max size of deliveries > for MKC Planning

14. Play Area inspection report (circulated)

* Working Party to be agreed > Cllr Proctor said he had a copy of the reports

At this point the clerk gave his apologies and left the meeting

Following the clerks apologies the following Minutes were taken by the Chairman

16. Monthly roundup and issues from each councillor

- **Cllr Draddy** > Christmas lights event a success. Band invoice to be handed to clerk for payment.
- **Cllr Bird** > not present.
- **Cllr Bracey** > Castlethorpe Rd defects to report on Fix my Street/Street doctor.
- **Cllr Comerford** > concerned by balls being kicked against Rectory Building, asked if there was a sign.
- **Cllr Proctor** > nothing to add.
- **Cllr Roberts** > nothing to add.
- **Cllr Peacock** > not present.
- **Cllr Smith (D)** > Applicant for clerk and RFO interviewed with SC on 17th November. Qualifications made available to DS along with a referee. Referee contacted and reference provided by email.

17. Council action for appointment of new clerk to succeed DE

Agreed unanimously to appoint the successful applicant to the position of clerk and RFO commencing from date of current clerk's retirement. Date to be confirmed with current clerk.

Agreed unanimously to appoint applicant to act as assistant to the clerk on a part-time basis from January 4th 2023. Role provides for learning, handover and preparation of information in electronic format along with any projects allocated by the Parish Council. Working time is up to and not to exceed 17.1/2 hours per month with an account of time worked to be recorded by the applicant.

Salary will be set in accordance with LC2 SPC 18-23 starting at SPC 18, rising annually until achievement of CILCA, where the achieved salary band will be awarded.

A pension contribution equivalent to 24% of salary will be offered commencing from employment as clerk and RFO.

Chair to send applicant letter with offer of employment for the positions as described previously.

MD proposed that the Chair write a letter to DE on behalf of and signed by all the Councillors, assuring him that the necessary actions being taken to appoint his successor are to provide a smooth handover with the least disruption to proceedings. DE's knowledge, experience and application is recognised and totally appreciated by all the councillors and it's realised that it will be very difficult for a new clerk without having the opportunity for 3 – 4 months induction and training from him. Agreed unanimously.

18. Councillor Questions and Items for Next Agenda

None.

19. Date of Next Meeting

Wednesday 4th January 2023 commencing at 7.30pm

With no other business the meeting closed at 8.36pm