

# Cosgrove Parish Council

Minutes of the Ordinary Meeting of Cosgrove Parish Council held on **Wednesday 5 July 2023** at 7.30pm.

Present: Cllr D Smith (Chairman), ~~Cllr C Bird~~, Cllr A Bracey, Cllr S Comerford, Cllr M Draddy, Cllr C Peacock, Cllr J Proctor, ~~Cllr P Roberts~~

Mrs J Evans (Clerk to the Council)

	Action
The meeting was preceded by a one minute silence to remember former Chairman AG Hickie who had passed away in June.	
CPC/23/7/1 <b>Apologies</b> for absence: Cllr Bird and Cllr Roberts	
CPC/23/7/2 No <b>declarations of interest</b>	
CPC/23/7/3 <b>Minutes</b> of June meeting approved	
CPC/23/7/4 No <b>matters arising</b> from the Minutes not covered elsewhere in the agenda	
<p>CPC/23/7/5 Issues raised by <b>the public</b>:</p> <ul style="list-style-type: none"> <li>• An update was provided by representatives of the warehouse development opposition group Stop3000Trucks. To date 1953 neighbours' responses had been lodged on the planning portal – all that had been read were in opposition. The group were now encouraging people to write to members of the West Northants strategic planning committee. One member had replied saying she had not heard of the planning application and was not aware of the level of opposition. The group had written to Michael Gove, MP but had yet to receive a reply. Dame Andrea Leadsom, MP (DAL) was understood to be sympathetic but had little influence over the planners. A total of £3,567 had been raised but no donations had been received from other Parish Councils (PC) in the area, despite members of the group attending PC meetings. Some PCs were unaware they could comment more than once and had not been told there were further documents on the planning portal. There had been an extensive leafletting campaign in many of the surrounding villages. The banner on the truck had been put up and taken down twice following threats from WNC planning enforcement to levy a fine of £250 per day. A planning application was needed to put the banner up but funds raised were not sufficient to cover this. There was an extensive social media campaign which was believed to have reached around 37,000 people in the past month. The campaign had been covered in local newspapers, radio, Anglian TV and in the Financial Times. Donations from individuals and Cosgrove PC had enabled the group to commission reports on biodiversity and highways and these together with the flooding report commissioned by the PC meant the key areas had been covered. It was hoped to engage a planning consultant but time and money were running out.</li> <li>• Thanks were expressed for the PC's help in setting up a speed data survey on Stratford Road.</li> <li>• Concerns about the overgrown hedges along the footpath and paddock on the bend at Stratford Road – report on FixMyStreet</li> <li>• Concerns about builders' vehicles parked on Bridge Road adjacent to the Bridleway increasing the risk of an accident</li> </ul>	<p>Clerk to ask for a hazard sign to be put up</p>



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<p><b>Councillor McCord</b> was unable to attend the meeting but had sent his report which was read aloud by the Chair. DAL had been trying to organise a public meeting with warehouse development applicants, Framptons/Frontier, but no date or venue had been set. A telephone call arranged by DAL with Mr Peter Frampton was notable for the legalistic view of planning held by him. If it was not legally required, then, in his view, there was no reason to do it. He was not willing to consider adaptations to the Castlethorpe turn under the Community Infrastructure Levy because the development would not impact on that junction. Cllr McCord continues to press for information on the predicted number of vehicles using the warehouse site.</p>																																			
<p>CPC/23/7/6 The <b>Clerk's report</b> had been circulated ahead of the meeting and is appended to these Minutes for information (Appendix 1). The Clerk highlighted the following points for the benefit of those members of the public present:</p> <ul style="list-style-type: none"> <li>• The annual audit had been sent off and the Exercise of Public Rights notices had gone up. Results of the audit should be received by September.</li> <li>• WNC Highways had agreed to update signage and refurbish road markings at the Castlethorpe turn on Yardley Road. Consideration also to be given to a new map style advanced direction sign. Work to be carried out by March 2024.</li> <li>• A speed data survey on Stratford Road had been carried out but, although there is speeding, the incidence is not frequent enough nor are the speeds high enough to justify a speed trap.</li> </ul>																																			
<p>CPC/23/7/7 <b>Finance</b></p> <p>a). A new method of recording payments and receipts had been built by Cllr Peacock and would come on stream shortly. This would allow the Clerk to make fuller financial reports to the monthly meeting. The finances were in a sound condition with an available balance of £21,872.74.</p> <p>b). The payments schedule had been circulated ahead of the meeting to allow councillors time for full consideration of the items.</p>																																			
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05.07.2023	£250.25	HMRC	Clerk PAYE and NI deductions	002200	
23.06.2023	£415.46	Npower	electricity unmetered supply Jan to March2023	002201	
<p>c). <b>Resolved</b> to meet the cost of £204 for the replacement batteries at the Quarries defibrillator.</p> <p>d). <b>Resolved</b> to meet the cost of small safe at the Clerk's house for storage of banking items.</p> <p>e). <b>Resolved</b> to join the Local Government Pension Scheme and for Clerk to be enrolled</p> <p>f). <b>Resolved</b> to renew annual subscription to NACRE (£42.00) and CPRE (£36.00)</p>					<p>Clerk to email Scouts</p> <p>Clerk to purchase safe</p> <p>Clerk to arrange LGPS</p>
<p><b>CPC/23/7/8 Planning</b></p> <p>a). Amendments to WNS/2023/0035/FUL Cosgrove Lodge Hotel with Heritage Impact Assessment and Preliminary Ecological and Roost assessments – support</p> <p>b). WNS/2022/1741/EIA proposed warehouse development, Stratford and Old Cosgrove Road. Draft report from Water Resource Associates (WRA) shows the applicant's Flood Risk Assessment is not fit for purpose as relying on outdated methods. Consultant expressed some concern that the hydrologists used by the applicant are also used by the Environment Agency bringing in to question potential conflict of interests. <b>Resolved</b> to share the report with FDOG once permission from WRA obtained. Agreed report should not be published in its entirety before it has been sent as part of Cosgrove PC's objections but quotes can be used on social media. Planning Sub-Committee (PSC) to approve draft objections letter at meeting on Sunday 9 July. FDOG to be represented at that meeting.</p>					<p>Clerk to support</p> <p>Clerk to obtain permission to share report from WRA</p> <p>Clerk to arrange PSC meeting</p>
<p><b>CPC/23/7/9 Councillor Updates</b></p> <p>Cllr Proctor interested taking planning training through NCALC. Suggested carrying out a survey of users of the children's play area to inform improvements. Asked for consideration of using Computer Aided Design to explore ideas as easier to visualise.</p> <p>Cllr Bracey disappointed at the number of unfilled potholes</p> <p>Cllr Draddy reported the bus stop water butt had been repaired and the gutters cleaned. Consideration to be given for brushes to go in the gutters to keep them cleaner. Downpipe in need of repair.</p> <p>Cllr Comerford reported three cylinders of nitrous oxide had been found behind the bus stop – illegal to sell but not to use. She will meet with the Police Community Support Officer and arrange a further visit by the Beat Bus</p>					<p>CLLR Comerford to meet PCSO to arrange Beat Bus visit</p>
<p><b>CPC/23/7/10 Insurance</b></p> <p>The renewal of the annual insurance policy was discussed. It was resolved to continue with the current policy for one year only and amended as follows:</p> <ul style="list-style-type: none"> <li>• Reduce cover of street lamps from £14,159 to £9,200 in respect of four strategic lamps (cross roads, outside school, corner of Bridge Road and Main Street, junction of Lock Lane and Main Street)</li> <li>• Cover 3 x Speed Indicator Devices at £6,000</li> <li>• Cover 1 x village sign at £1,950</li> <li>• Cover 1 x flagpole at £500</li> <li>• Cover 2 x benches at £1,100</li> </ul>					<p>Clerk to amend cover with insurers and pay premium before 31 July 2023.</p> <p>Table for review May 2024</p>

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Total net increase in cover will be £4,591. Clerk to go ahead and renew if premium is less than £750. If more, seek agreement from councillors. policy to be reviewed in May 2024.	
CPC/23/7/11 <b>Policies</b> , previously circulated, adopted were Code of Conduct and Complaints Procedure.	
CPC/23/7/12 <b>Traffic</b> An update on data collected by the Speed Indicator Devices (SID) was not possible as there are problems with the blue tooth connection to the SID on Stratford Road. It was <b>resolved</b> Cllr Peacock should request temporary internet access from a neighbouring property so an online diagnostic test could take place. Cllr Peacock will report back to the PC about swapping the Stratford Road SID with the Yardley Road one (newer model).	Cllr Peacock to approach neighbour about internet access for diagnostic test on Stratford Road SID
CPC/23/7/13 <b>Playground</b> A quote from a MK based company, Kompan, to repair the rubber matting, as recommended in the annual safety survey, was £372 for the product and £2,750 for the installation. Further investigation required possibly integrating the mats offered by resident to help bring the cost down. The small slide also needs replacing.	Cllr Peacock to report back to next meeting about playground next steps
CPC23/7/14 It was <b>resolved</b> to hold the next full PC meeting on Wednesday 6 September 2023 at 19.30 in the Village Hall. Clerk and Cllr Peacock to meet to review accounting methods and PSC to meet to review planning applications, including WNS/2022/1741/EIA proposed warehouse development, Old Cosgrove Road.	
CPC23/7/15 Meeting closed at 21.18	

## APPENDIX 1

### Clerk's Report to the Council: July 2023

Another busy month for me as I try to get up to speed. At the June meeting, the Parish Council authorised me to claim up to 12 hours overtime and I have done so. The balance of the overtime I have worked will roll over to July and beyond if necessary. I contacted the Pensions Regulator as it is a requirement for all employers to enrol all employees in a pension scheme every three years. To my surprise, Cosgrove Parish Council is not registered as an employer. I am now in the process of registering the PC with effect from 1 April 2023 – my start date as Clerk.

I understand the audit was sent off on Friday 23 June and I have contacted the external auditors to ask them to deal with me going forward. The Exercise of Public Rights notifications are on the website and on the noticeboard together with the appropriate financial information. The inspection period runs from 26 June until 4 August 2023. I expect the external audit to be completed in September.

The long-awaited bank mandate has finally gone through. The signatories are up-to-date and I am now able to access internet banking. Cllr Peacock will also have access to internet banking. I have applied for one debit card which will be held by me. Changes to the Financial Regulations were made in April to cover the operation of internet banking. I will review the Financial Regulations to check if any other amendments are needed. I will table them for adoption at the September meeting 2023.

I have had two requests for permission to erect memorials in the Burial Ground and have agreed to them both. I have told both JS Cowley and HW Mason (the usual funeral directors) I am

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conducting a paper and physical audit of the records and graves. Once I am satisfied my plan is correct according to our records, I shall visit both companies to make sure their records agree with mine. I hope this will help ensure the smooth running of the Burial Ground. I recommend a review of the fees as the ones in force date from September 2016. If you agree I will table this for September 2023.

Blackwells, the mowing company, has quoted £12 plus VAT to spray Coffin Walk for weeds twice per year. I recommend we go ahead with this.

West Northants Highways has come back with a response to the request for improvements to the Castlethorpe turn on Yardley Road. The signing work which should have previously been carried out is to be completed. This will involve upgraded give way signage at the junction and the give way lines will be refurbished. Consideration will also be given to a new map style advanced direction sign that will show the layout ahead (However at this stage they are not sure this would make it any clearer, so this may not proceed). The work should be carried out this financial year. I will table this for review in April 2024.

As a result of our request, the Safer Roads Team have carried out a speed data survey on Stratford Road near the Quarries Scout Camp. It found, although there is speeding, the incidence is not frequent enough nor are the speeds sufficiently excessive to justify a speed trap (mobile enforcement location) They have said, however, that special constables may be able to attend with a handheld speed gun on an ad-hoc basis to provide a presence in the area.

Mr Wayne Smith has secured a date of Saturday 22 July for Community Speed Watch training. Please could everyone try to get at least one volunteer to come forward for training?

The saga of the one remaining telegraph pole has been resolved – a check established the existing pole at the junction of Bridge Road and Main Street did not have to be removed for health and safety reasons. The affected residents have agreed with OpenReach it should remain and if in the future it does become unsafe then OpenReach should contact the Parish Council before taking action.

JM Evans, Parish Clerk  
June 2023

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06-09-2023

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