

# Cosgrove Parish Council

## MINUTES OF COSGROVE PARISH COUNCIL MEETING

Held on Wednesday 4<sup>th</sup> April 2018 at the Village Hall, Bridge Road

### Present:

Cllrs Mrs H Harbottle (in the chair), Mr A Bracey, Mr M Draddy, Mr P Roberts, Mr D Smith, Mr W Smith, Mr C Stokes & Mrs L Welton

Also present were Mr D Everett (Clerk) and 2 members of the public

### 1. Apologies for Absence

Cllr F Childs (family illness)

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

None

### 3. To Sign and Approve Minutes of the Meeting dated Wednesday 7<sup>th</sup> March 2018

Minutes of the meeting Wednesday 7<sup>th</sup> March 2018 were approved and signed as a correct record

### 4. Public Speaking Time (this is limited to 15 minutes)

None

### 5. District and County Councillor Reports

(a) Cllr Mr I McCord (SNC)

(b) Cllr Mr A Walker (NCC)

No reports

### 6. Correspondence received since the last meeting (list at the meeting)

(a) NALC

S137 rise £7.86 per elector (from £7.57) > Noted

\* (b) NCC Emergency Planning Officer

Request for updated Cosgrove Emergency Plan (Previous plan was NCC 32 page tick box)

\* Updated CosPC plan for approval next meeting

\* (c) N/CALC

Offer to act as DPO (Data Protection Officer) as foreseen conflict of interest if clerk acts as Data Processor under the new DPGR Regs commencing 25<sup>th</sup> May

\* Deferred until May meeting when decision to appoint N/CALC as DPO and more is known

### 7. Clerks report and on Matters Arising

(a) SNC Funding Fair @ Towcester Racecourse Wed 16 May

\* Circulated prior to last meeting > attendees deferred to nearer the time

(b) Request for more Litter bins - Held

\* No further progress > Brochure to Cllr W Smith - deferred

(c) New Burial Ground

Padlock and chain agreed > keys to clerk

**8. To Approved current Data Protection Policies; Freedom of Information and Environmental Regulation Policy (circulated with Agenda) prior to new GDPR 25<sup>th</sup> May**  
**\* RESOLVED to approve Policies prior to any amendment of procedures after 25<sup>th</sup> May 2018**

**9. Monthly roundup and issues from each Councillor**

None specific

**10. Work programme and planned discussions / presentations**

Deferred to Annual PC Meeting

**11. Planning**

**(a) Applications Received**

**S/2018/0586/FUL** Change of use for residential purposes to enable retention of park home on site  
(Retrospective) Cosgrove Lodge Hotel > Noted

**INTERIM**

**S/2018/0723/FUL** Two roof lights in rear elevation 6 The Tannery

\* Amended application noted – No objection

**S/2018/0735/FUL** Subdivision of stables dwelling to two dwellings, change of use of the Old Dairy from residential security annex to dwelling with attendant boundary treatment and landscaping; The Priory The Stables Road to Ivy Cottage

\* Flood plain issues with bedrooms on the ground floor is raised

**(b) Decision Notices**

**Withdrawn** NMA 1 Mansel Close

**No objection** Topping of 4 small ash trees former Buckingham Arm

**Refused** 1 x roof light front and 3 x roof lights to rear to create habitable living; 6 The Tannery

**(c) Enforcement / Appeals**

**(d) Press Notices**

None

**12. Finance**

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

**\* RESOLVED** to approve budgetary control by unanimous decision

**(b) To Adopt Current State of Finance**

Treasurer's a/c:	£755.55
Business Inst a/c:	£26,894.19 (+ Vat / CosPCC re mowing)
Earmarked Reserves:	£15,447.71
<b>Available Capital:</b>	<b>£12,202.03</b>

**\* Receipts & Payment book presented for signature**

**(c) To Approve Accounts for Payment (list of outstanding accounts at the meeting)**

001744	Clerks Salary:	£348.40
001745	HMRC:	£87.60 (PAYE)
001746	Petty Cash:	£9.62
001747	AH Contracts:	£61.73 (Environmental Mar)
001748	Aylesbury Mains:	£116.76 (Repairs > DNO)

### **13. Street Lighting**

No reports

### **14. Highways**

- (a) Further notification of A508 night time road closure > circulated
- (b) Bridge Road near VH entrance serious subsidence > clerk to report again = work ticket outstanding
- (c) Other pot holes identified > members to also contact NCC Street Doctor

### **15. Parking Issues – report by Cllr W Smith**

Issues outlined and discussed at length (action agreed after AOM CPSO comments earlier)

\* Planter construction agreed (Cllr Draddy) > Clerk to use designated powers to authorise

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

- (a) New GDPR > CosPC to consider web / E-mail addresses > Cllr DF Smith
- (b) November meeting > agreed to cancel due to clerks commitments
- (c) Reminder of Min:10 re works program and Cllr responsibilities / projects for approval
- (d) Cllr Stokes gave notice of resignation with immediate effect

### **17. Date of Next Meeting**

Wednesday 2<sup>nd</sup> May 2018 Annual PC Meeting (AGM) commencing at 7.30pm

With no other business the meeting closed at 8.41pm

**Cosgrove Parish Council**  
**Outstanding Activities**  
**April 2018**

<b>Date</b>	<b>Item</b>	<b>Parish Action</b>	<b>Action by Others</b>
Ongoing	<b>Dog fouling</b>	New Dog bin top of steps Main St/Towpath <i>Continues on footpaths and Towpath</i> Use of BG extension!!	<b>Installed and well used</b> <b>Monitor after additional spraying &amp; signs in place &gt; ongoing</b> (Old Mail)
	<b>Litter</b>	Additional Litter Bins	<b>SNC to approve (awaits)</b>
2018	<b>PL numbering?</b>	In house completion	project for 2018
Ongoing	<b>Highway Issues</b>	Continual review  (Another accident > NCC)	<b>Bridge Road subsidence 832331 *</b> <b>Old Cosgrove Rd surface 897080</b> <b>Stratford Rd tree line 866007 *</b> <b>Xroads hedge obstruct 893772 *</b> <b>Yardley Rd/Castlethorpe 842567</b> * (Reinstruct as no result) <b>Same location 902386 missing</b> <b>Give Way sign (WT = 3m)</b>
	<b>Awaits response</b>	The Green damaged verge	Complaint made re NCC opinion and inconsistent verge policy
	<b>Canal Bridge</b>	Request Bridge one way (Unable due to f/w specs on old structure)	Site visit (NCC) awaits re safety issues Bridge Road / Main Street
	<b>Pot holes</b>	Monitored	
	<b>Caravan Park traffic</b>	Monitored Awaits decision	Photos sent to endorse NCC Highways comments that Main St/Bridge Rd unsuitable for large vehicles and caravan deliveries
Ongoing	<b>Blocked drains</b>	When required	<b>Monitoring</b> The Stocks missed <b>903442</b> <b>(WT within 3 Months)</b>
Ongoing	<b>Bulb planting</b>	Agreed locations	Resident (HR) dealt
	<b>Living Tree</b>	Xroads	Planted