**Cotesbach Parish Council**

**Draft Minutes of Parish Council Meeting held at the Village Hall on 14th January 2020**

1. **Members Present**

Cllr Ed Hunt, Chair, (EH), Cllr Margaret Wild (MW), Cllr Tom Haywood (TH), Patricia Nunn (PN), Parish Clerk and District Cllr J Bateman (JB)

**Members of the Public in attendance**: 8 Parishioners.

**2. Apologies for Absence**

Apologies received County Councillor Blake Pain which were accepted.

1. **Disclosure of Personal Interests**

There were not any disclosures.

1. **Public Participation**

* Question over CCTV in village- see item 18 ii)
* Meeting at 8pm at Claybrooke Magna Village Hall concerning A5 safety on 20th January 2020.

1. **Co-Option of Councillors**

An advert was posted before Christmas stating that there were 2 Councillor vacancies and asking if an election was required. The final date of response was 3rd January and no requests were filed. As such, the PC can now co-opt councilors to fill these 2 vacant posts. Mr Malcolm (Charlie) Farley (CF) has shown interest and it was agreed that he should be co-opted with immediate effect. CF completed the acceptance of offer and other relevant forms.

1. **Minutes of last meeting held on 26th November 2019**

Were accepted and signed as a true record.

1. **Matters Arising from Previous Minutes on 26th November 2019**
2. **Smells from landfill site**- EH has produced a new leaflet and will be distributed.
3. **Vehicle activation Sign**- bracket to be purchased and moved to corner.
4. **Defibrillator**- familiarisation course to be arranged for the Spring for anyone interested.**MW**
5. **Notice board-** headings needed. **MW**
6. **Tarmac hedge infill opposite Hill Farm**–**–** to be discussed with Tarmac. **CM**
7. **Landfill Community Fund –** to be discussed with Village Hall Committee this month**. EH**
8. **Emergency Plan –** to be forwarded to PN – **TH**
9. **Chairman’s Announcements**

JB made the following report:

1. Lutterworth East will not be going to planning until March 2020 as Warwickshire CC have objected to not being consulted about Gibbett Island.
2. Whittle roundabout will be replaced with traffic lights in the next few years.
3. Aldi Store application for Lutterworth on hold due to flooding concerns.
4. **Matters raised by District/County Councilor**

BP sent it information about the Unitary proposal but nothing can be progressed now until after the General Election.

**10. Finance**

i) **To consider and approved for payments and receipts:**

**Payments in the period:**

1. P Nunn for Clerk expenses, fuel and printer costs £ 6.68
2. Payment to M Wild for expenses 2017-19 £189.09

**Total payments: £195.77**

**Receipts: Nil**

Proposed by EH and seconded by TH and so **resolved** that the payments be made and receipts noted.

1. **Bank Reconciliation**

c\f 31.12.19 £2404.39

Less unpresented cheque 89.80

Less January payments 195.77 **£2118.82**

Bank reconciliation agreed and signed.

1. **Budget 2020/21**

The budget was agreed in December to be £3205.00. EH proposed and MW seconded that this budget should be accepted. **Resolved** to do.

1. **Precept 2020/21**

It was proposed by EH, seconded by MW, that the precept should be set at £3205.00 in line with budget requirements. **Resolved** so to do.

**11. Planning**

i) **New /Unresolved planning applications**

**19/01891/LCC** - Extension of sand and gravel working with restoration to agriculture, Shawell Quarry, Gibbet Lane. EH has raised several points for consideration which were noted. These will be forwarded to LCC.

**19/01273/REM**- Glebe Farm, Coventry Road. Issues raised by EH concerning colouring of warehouses to better fit in with landscape. Gazeley will continue to use blue as is their brand. Concerns were also raised that the height was to be increased but the developers will set the warehouses lower so will appear the same height.

ii) **Other/Ongoing Planning Matters**

**Cllr J Bateman left the meeting.**

**12. Quarry Liaison Update**

TH has taken phots showing flooding, mud and litter. Noted and passed to CM.

Still speaking to Tarmac about field parallel to A426. Agree in principle to legal document but only as part of s106 and approval of application.

**13. Magna Park Update**

Meeting to be held on 20th January 2020.

**14. Village Hall Update**

There is an entertainment evening on 26th January 2020 for all from 6-7pm.

**15**. **Eight Parishes CIC Fund**

Balance of grant is £6800 which is still available to access for village. A policy has been developed to cover the procedures and guidelines for this funding. It was proposed by EH, and seconded by MW, that the CPPC Policy on Eight Parishes Community Interest Company (CIC) be adopted. It was **resolved** so to do.

**16. Pond**

Have a draft pond Management Plan. Looking for volunteers to self-mange to maintain and upkeep the pond and equipment. Several parishioners showed an interest.

**17. Councillor or Other Training**

No training planned.

**18.Matters Arising**

1. **A426 signs** – these are to reduce the speed limit to 50mph. Carried over to next meeting.
2. **CCTV in village** – discussions have taken place due to a vehicle being taken before Xmas. HDC are willing to give free advice on monitoring and installing cameras. Jason agreed to look into quotes and make a proposal for the next meeting. Will get feedback from parishioners before final decision made. Parishioners can put cameras on their own houses. May get feedback from other parishes and investigate possible funding from CIC.
3. **Adoption of Council Documents** – health and safety policy (with some typographical corrections), bribery policy, training policy and equal opportunities policy. Proposed to adopt them by EH and seconded by MW. **Resolved** to adopt them.
4. **Cotesbach Hall wedding planning/licence update** – the HDC have stopped the licence for the celebrations but not for the Hall. There are not any weddings planned for 2020.Event Management Plan still not provided but will do if start again.
5. **Revised Code of Conduct**– now included a respect clause. Proposed to adopt it by EH and seconded by MW. **Resolved** to adopt the new Code of Conduct.

**19. Correspondence**

1. **General notices for notice board-** stamp appeal RNLI, Oil buying scheme, Carers Notice and Citizens advice.

**20. Any Other Business**

Cllr Haywood tendered his resignation. This was accepted and Tom was thanked for his past service.

**21. Date of Next Meeting**

Tuesday 12th May 2020 at 7.30pm in Village Hall. The Annual Parish Council meeting will be held at 7pm.

Meeting ended at 9.10pm

To resolve that the minutes of the meeting of the Council held on the 14th January 2020 and circulated to all members, be signed as a correct record.

Signature:…………………………………………………………………………….. (Chairman)

Name:……………Ed Hunt………………………………………………….

Date:…………………12th May 2020……………………………………

**Action Point Summary:**

**Action Point 1**: Defibrillator familiarisation course to be arranged for the Spring. **MW**

**Action Point 2:** Notice Board needs headings – **MW**.

**Action Point 3:** Tarmac hedge infillopposite Hill Farm–to be discussed with Tarmac. **CM**

**Action Point 4:** Landfill Community Fund **–** to be discussed with Village Hall Committee this month**. EH**

**Action Point 5:**  Emergency plan to be forwarded to PN **- TH**