**Cotesbach Parish Council**

**Minutes of Parish Council Meeting held at the Village Hall on 26th November 2019**

1. **Members Present**

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

 **Members of the Public in attendance**:

 6 Parishioners.

**2. Apologies for Absence**

 Apologies received from District Councilor Jonathan Bateman and County Councillor Blake Pain which were accepted.

1. **Disclosure of Personal Interests**

 There were not any disclosures.

1. **Public Participation**

Three notices were given about Christmas events at The Yard.

* There will be a Xmas shop from 30th November until 21st December selling homemade and local crafts etc.
* Christmas nativity on 15th December at 3pm
* Christmas party on 14th December

No other items were raised.

1. **Minutes of last meeting held on 24th September 2019**

Were accepted and signed as a true record.

1. **Matters Arising from Previous Minutes on 24th September 2019**
2. **Smells from landfill site**- TH contacted the agency in September and have received 53 complaints. TH awaiting further information from them. New leaflet to be produced with updated information. **EH**
3. **Vehicle activation Sign**- PN contacted Highways and can move signs as long as to safe and secure place, e.g. on suitable brackets. Brackets to be obtained from Aubrey and re-locate them.
4. **Defibrillator**- familiarisation course to be arranged early next year for anyone interested.**MW**

New batteries in place and defibrillator now monitored monthly.

1. **A426 speed signs** – agenda item for next meeting for EH
2. **Environmental Agency -** to be contacted to change name of landfill site to Tarmac. **EH**
3. **Potholes in Main Street-** to be completed next week. Will be some road closures, half the road each day.
4. **Church Footpath-** now cleared by EH. Not the property of LCC.
5. **Burnt out car debris-** still there but HD were contacted after last meeting. Will be cleared when do road next week.
6. **Banking –** account now changed to Lloyds to enable online banking and easier access.
7. **Notice board-** now planned and headings needed. Door to be eased. **MW**
8. **Tarmac meeting –** held this month and will be discussed later in meeting.
9. **Pond management System –** Draft Plan has been given to Council for discussion.
10. **Wedding event Noise –** EH contacted P Gibson about licensing etc but no response yet. No further issues at present. No more weddings are planned.
11. **Chairman’s Announcements**

EH proposed to co-opt 2 more members onto the Parish Council. With only three at present it is sometimes difficult to get a quorate and meetings may have to be postponed. Seconded by TH and **resolved** to do so. An advert will be put on the notice board and on facebook page.

1. **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.

**9. Finance**

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

**Payments in the period:**

1. P Nunn for Clerk expenses , fuel, stationery etc £51.48
2. The Community Heartbeat Trust – battery and £324.00

electrodes for defibrillator

1. Payment to LRLAC – 3 training courses for clerk. £60.00

 Course costs shared with Claybrooke Magna PC

1. Payment to P Nunn for salary (Oct-Dec – 3 months) £358.70
2. Payment to HMRC (P Nunn tax 3 months) £ 89.80
3. Payment to Ed Hunt – reimbursement for leaving gift for Cllr T £75.00

 Haywood).

 **Total payments: £958.98**

 **Receipts:**

 01.10.19 Interest £ 0.38

 01.11.19 Interest £ 0.69

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

1. **Bank Reconciliation**

The Santander account was closed, carrying forward 1803.67

The Lloyds account opened with CIC payment 1620.00 **£3423.07**

Less November payments and unpresented cheques 1108.48 **£2314.59**

 from September

1. **6 Monthly Reconciliation**

PN presented reconciliation up to end of September. Agreed and signed.

1. **New Bank Account and on Line banking**

The PC’s funds have now been moved to Lloyds Bank to facilitate ease of access and on line banking.

1. **Budget 2020/21**

Meeting arranged for 17th December for Councillors to discuss. Will be presented to January PC meeting.

**10. Planning**

i) **New /Unresolved planning applications**

 **Application 190/01573/NOT** – Meadow Croft, Main St – erection of single storey extension

 **Application 190/01583/FUL** – Meadow Croft, Main St – erection of agricultural building and driveway leading to the building

**Application 190/01622/PDN** – Barn, Main St – proposed change of use from agricultural building to dwelling house

No objections raised on any of the above and noted on HDC portal on 30th October 2019.

 ii) **Other/Ongoing Planning Matters**

 **19/00761/FUL** – Home Farm, Shawell Road. Conversion of agricultural buildings to dwellings.

 No objections raised. Noted on portal 3rd November 2019.

**11. Quarry Liaison Update**

An update on the recent meeting was sent in by Clare Mellon. Notes of the meeting held on 12th November 2019 were presented and will be available on the website.

The Landfill Manager reminded the PC of the Landfill Communities Fund for village projects. This to be raised at Village Hall meeting. **EH**

There is no hedge opposite Hill Farm and it was agreed that hedging would be in place to block the view. Could extra hedging be provided in this area. **CM**

The height of the rubbish at the moment is due to operating difficulties due to the weather. Hopefully to be resolved over next 2 weeks. They intend to cover it with a large amount of soil so will appear like a mound. They have received a number of complaints and so are assessing the situation.

Want to drill for methane release which should the reduce the smell, but need LCC approval first.

At the meeting on 12th, it was verbally agreed not to access west side of village but we are still asking for a legal agreement to confirm this.

**12. Magna Park Update**

 No meetings since the last PC meeting so nothing to add.

**13. Village Hall Update**

 Meeting to be held tonight.

1. **Eight Parishes CIC Fund**

There was a meeting last week but EH could not attend. Balance of grant is £6800 which is available to access for village. An application form have been provided for work in churchyard.

1. **Pond**

A pond clear, with volunteers, arranged for am 8th December 2019. Will be added to facebook. **EH**

A draft Pond Management Plan has been provided.

1. **Councillor or Other Training**

 No training planned.

1. **Matters Arising**
2. **A426 signs** – these are to reduce the speed limit. Carried over to next meeting.
3. **HDC Community Funding** – another grant scheme offered yearly for small village projects of between £1000 and £5000. Need to fit into certain categories but will be informed next year.
4. **Snow Warden volunteer**- offered by LCC for anyone in village. Training and payment will be offered. Information will be placed on noticeboard.
5. **Adoption of Council Documents** – proposed by EH and seconded by TH and **resolved** to accept them.
6. **Telephone Box** – the PC would like to thank Claire Farley very much for offering to look after the telephone box once a week. Also, for offering to organize Christmas windows.
7. **Community Governance review** – from HDC looking at Parishes within the district. Noted.
8. **Consultation on Statement of Community Involvement** – from HDC closing 8.1.20. Noted.
9. **Correspondence**
10. **Temporary Traffic regulation order –**Main Street repairs for 2 days from 5th December 2019**.**
11. **Letter from Highways England –** M1, J19 and 20, carriageways repairs from 9th to 13th December.
12. **Any Other Business**

 **Emergency plan review –** MW to forward current one to PN.

 Meeting ended at 8pm

**20. Date of Next Meeting**

Tuesday 14th January 2020 at 7.30pm in Village Hall.

To resolve that the minutes of the meeting of the Council held on the 26th November 2019 and circulated to all members, be signed as a correct record.

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

Name:……………Ed Hunt………………………………………………….

Date:…………………14th January 2020……………………………………

**Action Point Summary:**

**Action Point 1**: **Smells** – New leaflet to be produced with updated information. **EH**

**Action Point 2: Vehicle activation Sign**- signs to be relocated. **EH/MW**

**Action Point 3:** Defibrillator familiarisation course to be arranged early next year. **MW**

**Action Point 4: A426 speed signs** – agenda item for next meeting for EH - **PN**

**Action Point 5:** Environment Agency to be asked to change name from Cotesbach landfill site to Tarmac landfill site- **EH**

**Action Point 6:** Notice Board openingneeds adjusting and headings made – **MW**.

**Action Point 7:** Landfill Communities Fund for village projects. To be raised at Village Hall meeting. **EH**

**Action Point 8: Tarmac to be asked for** extra hedging opposite Hill Farm. **CM**

**Action Point 9: Snow warden**- information on notice board. **MW**

**Action Point 10: Emergency plan review – MW** to forward current one to PN.