

# Cotesbach Parish Council

## Minutes of Parish Council Meeting held on 3<sup>rd</sup> September 2024 at 7.30pm in the Village Hall

### 1. Members Present

CLlr Ed Hunt, Chairman, (EH), Cllr Gavin Bennett, vice -chairman (GB), Cllr Margaret Wild (MW), Cllr Annie Newton (AN), Cllr Rob Morris (RM) and Patricia Nunn (PN), Parish Clerk  
Members of the Public in attendance: 10

### 2. To receive apologies for absence

Apologies from District Cllr J Bateman (JB) and County Cllr Blake Pain (BP) which were accepted.

### 3. To receive any Disclosures of Personal Interests

No disclosures were made.

### 4. Public Participation Session

Comments were made over the unkept state of the wildflower verge. It was agreed that a cut would take place before the end of the month and residents will be asked to help clear this area and the pond area.

### 5. To approve the minutes of the Annual Parish Council meeting held on 14<sup>th</sup> May 2024

Proposed by EH, seconded by AN, to be accepted as true record. Agreed. **Resolved.** The minutes were signed by EH.

### 6. To approve the minutes of the Parish Council meeting held on 14<sup>th</sup> May 2024

Proposed by EH, seconded by MW, to be accepted as true record. Agreed. **Resolved.** The minutes were signed by EH. No recording was made of this meeting.

### 7. To consider matters arising from previous meeting's minutes on 14<sup>th</sup> May 2024

- **Signage on A426**- LCC were asked and responded they will not be adding signage ongoing.
- **Proposed Shawell distribution park** -contact was made with Nature Now or Never and a meeting attended.
- **Odour** -CM has asked about the cause of the smell but no response as yet. Will continue to make contact about the issue.

All other matters raised were discussed later in the meeting.

### 8. To receive matters raised by District/County Councilor

JB asked for the following to be mentioned:

- the Local Plan review continues
- There is a Community grant fund available form HDC. An overall amount of £40,00 is available but applications of up to £5000 in total can be made by community groups in Cotesbach. Needs to be applied for asap.
- Quarry application likely to be lodged later in the month with public consultation in Walcote village hall on 5<sup>th</sup> and 6<sup>th</sup> September.

JB and BP provide regular email updates and information prior to the Parish Council meeting and all matters were noted.

### 9. Financial Matters

#### i) To approve payments and receipts up to September 2024:

Payment to P Nunn for expenses (printing June, July, Aug and Sept 4 x £2.99 = £ 11.96 ; travel to September meeting 45p x6= £2.70)	14.66
Payment to Community Heartbeat for new defibrillator pads	57.54
Payment to the Village Hall for annual donation	150.00
Payment to P Nunn for salary Apr-Jun	436.03

Payment to HMRC for tax Apr-Jun	108.80
Payment to Mike Hughes for information board design	350.00
Payment to Metrosigns for information board sign	168.00
Payment to UK Timber for 2 wooden posts for information board	175.17
Payment to S Easton for phone box repair	39.24
<b>Total Payments - £1,499.44 ( £207.54 pd in May; £894.83 paid in June; £343.17 paid in July)</b>	

#### Receipts

9.6.24 Interest	£ 36.64
9.7.24 Interest	£ 33.24
9.8.24 Interest	£ 31.87
24.8.24 Shire grant ( interpretation board)	£ 463.47

Proposed by EH, and seconded by MW, that the payments be approved and receipts noted. Agreed unanimously. **Resolved.**

ii) To note bank reconciliation up to end of August 2024:

#### Current Account (Lloyds)

c/f 30.04.24		4213.37
May payments	387.47	3825.90
May receipts	160.00	3985.90
Additional May payments	207.54	3778.36
June payments	894.83	2883.53
July payments	343.17	2540.36
August receipts	463.47	3003.83
August payments	39.24	<b>2964.59</b>
September payments	14.66	<b>2949.93</b>

**Reserves ( Solar Park fund for projects to be determined)**

#### Savings account (Lloyds)

c/f 30.04.24		32149.55
Interest	101.75	<b>32251.30</b>

Proposed by GB, and seconded by AN, that bank reconciliation be noted. Agreed unanimously. **Resolved.**

### 10. Planning Matters

#### i) New planning applications

**24/00903/PDN** – Orchard farm- asking if prior approval necessary to change use of agricultural buildings to flexible use – requested prior approval – objected. Did ask HDC for clarification of would be included in permitted use. It appears that the permitted use is being complied with and a decision will be given this week. If other conditions are needed then a planning application will have to be lodged. HDC to be asked to include certain conditions to protect village, e.g. noise, smell traffic etc. **PN**

#### ii) Other/Ongoing Planning Matters

**23/01068/FUL** – Westview. Appeal ref: APP/F2415/W/23/3334034 - appeal dismissed 12.7.24

**13/00317/FUL** – Enforcement notice EN696 – on land adj to Elmdene. The owners have 6 months to cease storage and containers on the land, and 9 mots to restore to original state.

### 11. To receive a quarry liaison Update

There has not been a recent meeting.

Restoration on Potters Lane has started and the drainage issue resolved.

Quarry should be complete by mid 2025 with the only part left to excavate being under the processing plant. The recent fire was caused by household batteries. Residents are asked not to put batteries in landfill waste.

### 12. To receive a Magna Park Update

No recent meeting attended. A visit to be arranged. **MW**

### 13. To receive a village hall update

Have received quotes for the new electrical project and hopefully will be decided by end of the month.

**14. To receive an Eight Parishes CIC Fund update**

EH has revised the funding principles of the fund as applies to the PC. The main change being extending the criteria to cover maintenance of assets. Will still be applicable only to projects to the advantage of all residents and not just individuals. It was proposed by EH that this be accepted, seconded by GB, Agreed unanimously. **Resolved.**

**15. To discuss matters arising from the village pond area**

The interpretation board has arrived and will be erected this month. All funding has been received.

**16. Councillor or Other Training**

No training needs identified at this time.

**17. To review and approve the new Financial Regulations and Retention of Documents Policy**

The documents were sent to all Councillors before the meeting.

It was proposed by GB, seconded by AN, that these be approved. Agreed unanimously. **Resolved.**

**18. To review and approve the Emergency Plan**

The documents was sent to all Councillors before the meeting.

It was proposed by EH, seconded by RM, that this be approved. Agreed unanimously. **Resolved.**

When any changes to the street wardens and key holders are made, these changes to be communicated to PN so that the plan can be updated.

It was agreed that a new first aid kit be purchased.

**19. To discuss any update/requirements for the website**

The website needs to be revised to make it more compliant. Ongoing. **EH**

**20. To discuss a proposal for ANPR cameras**

Discussion was held over the possible use of cameras in the village to reduce crime and help detection. RM to ask the opinion of the Police on ideas raised and residents provided with the answers from the Police of their questions put forward at the cancelled meeting.

**21. To discuss the need for additional bulb planting in the village**

It was proposed by RM, seconded by AN, that 600 bulbs be purchased to be planted this month along designated area and to be funded from the Solar Park fund as is of community benefit. Agreed unanimously.

**Resolved.** Residents be asked to assist

**22. To receive any other correspondence and agree actions**

No other correspondence was received.

**23. Any Other Business**

There was no other business raised.

**24. Date of Next Meeting**

The next Parish Council meeting will be held on Tuesday 10<sup>th</sup> December 2024 at 7.30pm, in the Village Hall.

The meeting was closed by EH at 2110.

To resolve that the minutes of the meeting of the Council held on the 3<sup>rd</sup> September 2024 and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

Name:.....Ed Hunt.....

Date:.....10<sup>th</sup> December 2024.....

**Matters Arising Summary:**

1. HDC to be asked to include certain conditions to protect village, e.g. noise, smell traffic etc. **PN**
2. A visit to Magna Park to be arranged. **MW**
3. The wildflower verge and pond area to be tidied with residents' help. **GB**
4. Updates/requirements for the website. Ongoing. **EH**
5. Police to be contacted over ideas for use of cameras in village. **RM**