

Cotesbach Parish Council

Minutes of Annual Parish Council Meeting held on Tuesday 13th May 2025 at 7.00 pm in the village hall

1. Election of Chairman to the Council

The current chair, Ed Hunt (EH), stood down from his position.

EH was proposed for Chair by Gavin Bennett (GB), seconded by Annie Newton (AN) and agreed unanimously. **Resolved.** EH was duly elected.

The Acceptance of Office form was signed.

2. Election of Vice- Chair to the Council

The current vice-chair, Gavin Bennett (GB), stood down from his position.

GB was proposed for Vice-Chair by EH, seconded by Margaret Wild (MW) and agreed unanimously. **Resolved.** GB was duly elected.

The Acceptance of Office form was signed.

3. Members Present

Cllr Edmund Hunt, Chair (EH), Cllr Gavin Bennett (GB) vice- chair, Cllr Margaret Wild (MW), Cllr Rob Morris (RM), Cllr A Newton (AN), and Patricia Nunn (PN), Parish Clerk.

Resident present x 1

4. Apologies for Absence

Apologies received from DCllr Jonathan Bateman (JB) which were accepted.

5. To receive and note the Annual Report by the Chair

The Annual Report was sent to Councillors before the meeting by EH, detailing what has been achieved in the Parish during the past year and will be available on the website.

6. To discuss and review finance matters

Annual finance report – this was distributed to Cllrs before the meeting. It was proposed by EH, seconded by AN that this be approved. Unanimously agreed. **Resolved.**

Asset register 2025/26 -The laptop to be removed from the register.

It was proposed by EH, seconded by GB, that the asset register, with this change, be approved. Unanimously agreed. **Resolved.**

7. To review and accept the Code of Conduct/ Financial Regulations/ Standing orders/Risk assessment and other Policies

The Financial Regulations and Standing Orders have been recently amended with minor changes by LRALC/NALC and these were discussed with the Cllrs. No other changes have been made.

It was proposed by EH, seconded by AN, that all are accepted. Agreed unanimously. **Resolved.**

8. Review of Insurance Cover

The PC have insurance cover on a 5 year plan until 2026, to achieve a discount. There is a significant increase in cost yoy to take account of inflation and index linking.

Quote will be obtained next year to endeavour to find a more reasonable insurance cover.

9. To elect Parish Council representative to external groups and specific roles

Magna Park Liaison Group – GB

Village Hall Committee – EH

Quarry Liaison Group – GB/AN

8 Parishes Community Fund – EH to continue as trustee
 Crime and Police Liaison - RM
 Highways - RM
 Planning - EH/All
 Pond /environmental issues - GB
 Vehicle activated sign - A Adcock to continue
 Emergency Plan bag /
 defibrillator - MW to continue supported by AN for Emergency Plan
 All roles were proposed by EH, seconded by AN, to be accepted. Agreed unanimously. **Resolved.**

- 10. To agree dates for Parish Council meetings and the Annual Parish Council meeting 2025/26**
 These were agreed at the meeting and will be published on the website..
 The date for the next Annual Parish Council meeting will be Tuesday 12th May 2026.

- 11. Any Other Business**
 There was no other business

The meeting was closed by EH at 1920 hours

To **resolve** that the minutes of the meeting of the Annual Parish Council Meeting held on the 13th May 2025, and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

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

Date:.....2nd September 2025.....