

Cotesbach Parish Council

Minutes of Parish Council Meeting held on 13th May 2025 at 7.30pm in the Village Hall

1. To note members present

Cllr Ed Hunt, Chair, (EH), Cllr Gavin Bennett, vice -chair (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: 4 Parishioners

2. To receive any apologies for absence

Apologies from District Cllr J Bateman (JB) which were accepted.

3. To receive any disclosures of personal interest

No disclosures were made.

4. To note any requests for dispensation

EH has dispensation to speak and vote on Village Hall matters.

5. Public Participation Session

A question was asked about the continuing contribution to Natterbox by the PC. This will be raised at the next Village Hall committee meeting.

6. To approve the minutes of last meeting held on 11th March 2025

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

7. To consider matters arising from previous minutes on 11th March 2025

- **Walk around Magna Park** – ongoing. **GB**
- **Report on ANPR** – this was included in the Annual Chair's report.
- **Local Plan** - A response to the local plan was sent to HDC by the PC. Mainly focused on the proposed extension to Magna Park.
- **An application to the LACF** - has not been done for the pond area. Difficult to get quotes for the pathway but will get some for new benches. **GB**
- Quotes and design for new notice board were obtained.
- Bulbs were purchased

8. To receive matters raised by District/County Councilor

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

9. Finance Matters

i) Payments and receipts as at 31st March 2025:

Payment to Amazon for 2 packs of bulbs	28.48
Payment to P Nunn for salary Jan-Mar	455.60
Payment to HMRC for tax Jan-Mar	113.80
Payment to Lloyds Bank for bank charges Jan-Feb	4.25
Total Payments - £	602.13

Receipts

9.12.24	Interest	24.78
9.1.25	Interest	27.64
10.2.25	Interest	28.36
10.3.25	Interest	24.84

12.3.25 Transfer of £160.00 from current account to reserve as refund for Wellness project refreshments Proposed by EH, and seconded by MW, that the payments be made and receipts noted. Agreed unanimously. **Resolved.**

Bank Reconciliation as of 31.03.25

c/f 28.02.25		2625.90
March payments	15.67	2610.23
Transfer to reserve account for refund of Wellness project refreshments	160.00	2450.23
Additional March payments	602.13	1848.10

Reserve Account (Solar Park fund for projects to be determined)

c/f 30.11.24		32,293.44
Transfer from current account	160.00	32,453.44
31.3.25 Interest	105.62	32,559.06

Proposed by EH, and seconded by MW, that Bank reconciliation is agreed. Agreed unanimously. **Resolved.**

ii) **Payments and receipts for April and May 2025:**

Payment to P Nunn for expenses (printing April and May 2 x £2.99 = £ 5.98 ; travel to May meeting 45p x6= £2.70;	8.68
Payment to AEH for annual payroll fee 2024/25	156.00
Payment to LRALC for annual fee 2025/26	270.10
Payment to AEH for annual audit fee 2024/25	96.00
Payment to Lloyds Bank for bank charges Feb-Mar	4.25
Payment to Zurich Town for annual insurance 2025/26	361.12

Total Payments - £896.15 (£430.35 paid in April)

Receipts

9.4.25 Interest	26.76
9.5.25 Interest	22.32
9.4.25 Half precept	2014.00

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

Bank Reconciliation as of 30.04.24

c/f 31.3.25		1848.10
April receipts	2014.00	3862.10
April payments	430.35	3431.75
May payments	465.80	2965.95

Reserve Account (Solar Park fund for projects to be determined)

c/f 31.3.25		32,559.06
Interest	49.08	32, 608.14

Proposed by EH, and seconded by MW, that Bank reconciliation is agreed. Agreed unanimously. **Resolved.**

It was agreed that the annual donation to the village hall should be paid.

- iii) **The annual accounts report for 2024/25** was presented. EH proposed that this be approved, seconded by AN, agreed unanimously. **Resolved.**
- iv) **The Annual Governance Statement for 2024/25** was presented. GB proposed that this be approved, seconded by RM, agreed unanimously. **Resolved.**
- v) **The Accounting Statements for 2024/25** were presented. EH proposed that this be approved, seconded by MW, agreed unanimously. **Resolved.**
- vi) **The Internal Audit report for 2024/25** was presented. EH proposed that this be approved, seconded by GB, agreed unanimously. **Resolved.**
- vii) **The Certificate of Exemption for 2024/25** was presented. EH proposed that this be approved, seconded by MW, agreed unanimously. **Resolved.**

- viii) **The Notice of Public Rights and Publication for 2024/25** was presented. EH proposed that this be approved, seconded by RM, agreed unanimously. **Resolved.** The publication period will be from 3.6.25 to 14.7.25.

10. To discuss planning matters

i) New planning applications

25/VOCM/0033/LCC and 25/VOCM/0032/LCC relating to restoration periods for various areas to be extended for the quarry – **EH/GB to respond.**

ii) Other/Ongoing Planning Matters

13/00317/FUL – Enforcement notice EN696 – on land adj to Elmdene. The owners have 6 months to cease storage in containers on the land and 9 months to restore to its original state. **Appeal lodged 27.11.24** - representations closed 24.12.24. Still awaiting result.

25/0075/COUS Orchard Lodge under investigation that agricultural land being used for commercial purposes. Enforcement issued on 30.3.25 to investigate but no longer investigating.
The holiday homes on Moorbarns Lane have started to be built.

11. To receive a Quarry Liaison Group update

There has not been a meeting since the last PC meeting.

12. To receive a Magna Park Liaison Group update

There has not been a meeting since the last PC meeting.

13. To discuss the latest consultation on the new local plan – see section 7 above

14. To receive a Village Hall Committee update

A new Chair has been appointed- Nigel Hall.

15. To receive and discuss an Eight Parishes CIC Fund update and any applications

There has not been a meeting since the last PC meeting.

No applications have been received.

16. To discuss the application to the Magna Park Community fund for pond area improvements - new benches/pathway – see section 7 above.

17. To receive an update on the HDC Community fund application

An application has been submitted for the replacement notice board. Results will be at the end of June.

18. To discuss any other matters arising from the village pond area

Moorhens are breeding on the pond at the moment but after that there will be a clean-up and the verge mowed.

19. To discuss Councillor or other training

No requirements at the moment.

20. To receive any correspondence and agree actions

There was not any correspondence received.

21. Any Other Business

- thanks were given to RM and his team for the bulb planting in the village.

- it was agreed that quotes would be obtained for new village speed signs for discussion at the next meeting.

RM

18. Date of Next Meeting

The next Parish Council meeting will be held on Tuesday 2nd September 2025 at 7.30pm, in the Village Hall.
The meeting was closed by EH at 2015.

To resolve that the minutes of the meeting of the Council held on the 13th May 2024 and circulated to all members,
be signed as a correct record.

Signature:..... (Chairman)

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

Date:.....3rd September 2024.....

Matters Arising Summary:

1. Walk around Magna Park – ongoing. **GB**
2. Quotes to be obtained for benches around the pond area. **GB**
3. Response to LCC for applications for extension to restoration periods for the quarry areas. EH/GB
4. Quotes to be obtained for new village speed signs for discussion at the next meeting. **RM**