

Cosgrove Parish Council

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Issued: 25 June 2025

To: All Parish Councillors

From: Mrs Jenny Evans, Clerk to Cosgrove Parish Council

Dear Councillor

You are hereby summonsed to attend an Ordinary Meeting of Cosgrove Parish Council to be held at **Cosgrove Village Hall, 39 Bridge Road, Cosgrove MK19 7JH.**

On **Wednesday 2 July 2025 at 7.30 pm** for the purpose of transacting the following business:

AGENDA

| Reference | Item | Suggested time |
|------------|---|---|
| CPC25/07/1 | To receive and approve apologies for absence | 30 seconds |
| CPC25/07/2 | Declarations of interest | 30 seconds 19.31 |
| CPC25/07/3 | Approval of Minutes of 4 June 2025 | 1 minute 19.32 |
| CPC25/07/4 | Matters arising from the Minutes not covered elsewhere in the agenda | 2 minutes 19.33 |
| CPC25/07/5 | Public Session 1. Issues raised by the public <i>(Members of the Public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Representations shall not require a response at the meeting nor start a debate. Members of the Public should stand (if able) and address the chairman of the meeting, who may direct that a written or oral response be given)</i> 2. Report from Ward Councillor | 15 minutes 19.48 5 minutes 19.53 |
| CPC25/07/6 | To receive Parish Clerk's report (including correspondence received since last meeting requiring a comment or decision) circulated in advance | 7 minutes 20.00 |
| CPC25/07/7 | Finance a). To receive update on current finances in comparison to budget | 7 minutes 20.07 |

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Please note, Members of the Public and Press are welcome to attend. Under the Openness of Local Government Bodies Regulations 2014, Members of the Public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the business and the meeting not being disrupted.

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| | b). To approve payment of invoices (schedule circulated separately) totalling at least £1,590.87 (awaiting Blackwell, YU energy) | |
| CPC25/07/8 | Councillor Updates | 10 minutes 20.17 |
| CPC25/07/9 | Planning: Planning Application - 2025/2461/LDE Lawful development certificate (existing) for use of site to store more than 18 caravans at Lazy Acre 46 Stratford Road Cosgrove MK19 7BD | 5 minutes 20.22 |
| CPC25/07/10 | Annual Governance and Audit Report: To note contact from the External Auditor stating Section 1 Assertion 5 should have been answered “no” as the risk register was not reviewed during the financial year (signed off on 2 April). An explanatory note has been prepared by the Clerk and will be posted online with the audit documents but no change can be made to Section 1 once it has been submitted. | 2 minutes 20.24 |
| CPC25/07/11 | Meadow View Cemetery: to resolve to accept the quotation (circulated earlier) from TGMS of £2,675 plus VAT for: A). Detailed Geological Assessment report from the British Geological Survey B). Tier 1 hydrological risk assessment conducted in line with Environment Agency guidance to determine whether there are any major constraints to this development proposal. | 10 minutes 20.34 |
| CPC25/07/12 | Village gates: To resolve to paint the village gates and set a budget of £75 (£55 for 5 litres at B&Q). To decide if a work party should be formed or if a volunteer should be sought. | 5 minutes 20.39 |
| CPC25/07/13 | Annual Insurance renewal: To note the change by Clear Councils Insurance (broker) of recommended insurance provider to Ecclesiastical Insurance Office and the increased premium to £785.93 (last year £626.81). To resolve to obtain three quotes and for Clerk to supply comparison of proposals by email for decision ahead of insurance renewal date (1 August 2025) | 5 minutes 20.44 |
| CPC25/07/14 | Update to dot gov dot uk email address | 5 minutes 20.49 |
| CPC25/07/15 | Meeting Appraisal | 2 minutes 20.51 |
| CPC25/07/16 | Date of next meeting: Wednesday 3 September 2025 (Local Government Act 1972 Schedule 12 Part II para 8.1) | |
| | Closure of Meeting | 21.00 |

Signed:

Date: