

# Cosgrove Parish Council

Minutes of the Ordinary Meeting of Cosgrove Parish Council held on **Wednesday 5 March 2025** at 7.30pm.

Present: Cllr D Smith (Chair), Cllr C Bird, Cllr A Bracey, Cllr S Comerford (Vice Chair), Cllr M Draddy, ~~Cllr J Proctor~~, Cllr P Roberts

Mrs J Evans (Clerk to the Council)

	Action
CPC/25/03/1 Cllr Proctor was absent owing to a rescheduled prior commitment	
CPC/25/03/2 There were no declarations of interest	
CPC/25/03/3 The Minutes were approved unanimously.	
CPC/25/03/4 Matters arising from the Minutes not covered elsewhere in the Agenda were: Christmas Lights take over not tabled as the team asked for it to be on an Agenda later in the year. Name change for village website: now <a href="http://www.cosgroveparishcouncil.gov.uk">www.cosgroveparishcouncil.gov.uk</a>	
CPC/25/03/5 Public speaking: Representative from the Furtho Development Objection Group (FDOG) reported that the Stop3000Trucks website had been updated with suggestions for responses to the further documents posted on the West Northants Council (WNC) planning portal in respect of WNS/2022/1741/EIA - proposed warehouse development at Furtho Pit, Old Cosgrove Road, Old Stratford and land off Stratford Road, Cosgrove. Everyone was asked to get their comments in as soon as possible before 31 March 2025 (revised deadline). Further reports had been commissioned by FDOG who had almost exhausted available funds. A leaflet drop giving information would occur in Cosgrove, Old Stratford, Stony Stratford and other villages affected by the proposed development. Ward Cllr McCord confirmed his request to have the deadline for comments on the proposed development had been extended to 31 March. In his opinion with the upcoming local government elections, the earliest time for the application to go before the Planning Committee would be June 2025. The next iteration of the draft Local Plan would be circulated for consultation later this year.	
CPC/25/03/6 The Clerk's report had been circulated ahead of the meeting and is attached to these Minutes at Appendix A. The Parish Council (PC) agreed liaison should take place with Deanshanger and Old Stratford Parish Councils to support an initiative by Northamptonshire Carers to deliver a session for carers to offer information and support. The PC <b>resolved</b> to contribute £100 to Citizens Advice West Northants and Cherwell as support would help them to continue their current initiatives and to strengthen the overall well-being of the community.	Liaise with OS and Deanshanger  Make contribution to CAB
CPC/25/03/7 a). The PC received the update on the current finances in comparison to the budget (Appendix B). b). The payment schedule, circulated ahead of the meeting and attached at Appendix C, was approved. All payments to be made by BACS transfer, standing order, debit card or direct debit. c). It was <b>resolved</b> to purchase a VE Day 80 <sup>th</sup> anniversary flag for £30.60 (including tax and shipping). d). It was <b>resolved</b> to refund the Clerk the overpaid tax of £864.88 for 2023-2024 which had been credited to the PC bank account.	Order VE Day flag  Refund Clerk
CPC/25/03/8 Councillor Updates: Cllr Bracey reported the traffic lights on Station Road, on the causeway, were likely to be there until 15/18 May. Cllr Comerford reported a large red cross had appeared on the pavement opposite the cottages on lower Bridge Road. Cllr Bird had reported potholes on Stratford Road which had been repaired within days. Cllr Smith had reported fly tipped gas canisters to the new fly-tipping link on WNC website.	



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He had also updated the village website to prioritise information on the forthcoming Local Election.	
CPC/25/03/9 Planning: a). The PC noted application 2025/0553/TCA referred to the remedial tree work in Rectory Ground Cemetery. b).The planning subcommittee had been unable to meet ahead of the PC meeting. A draft response will be prepared and circulated for comment ahead of the deadline of 31.03.2025	Draft response to be circulated for approval
CPC/25/03/10 Cemeteries: a).The PC <b>resolved</b> to accept no further applications for Exclusive Right of Burial (EROB) in Rectory Grounds Cemetery (nearing capacity) but to set up two waiting lists (Residents and non-Residents). Once Meadow View Cemetery was open for burials, applications for EROB would be processed in order of date received starting with the Residents waiting list and moving on to the non-Residents list. b). The PC received an update on Meadow View Cemetery. It was noted planning permission for change of use from agricultural land to burial ground had been granted under S/2008/1487/P. This had expired after three years but the condition to provide a fence and hedging had been met. Clerk to establish if burials can still go ahead or if current environmental regulations have to be met.	Clerk to set up waiting lists  Clerk to check status of burials in Meadow View Cemetery
CPC/25/03/11 Annual Assembly of the Parish Agenda was agreed. It was decided to invite the playpark renovation team and Age UK to make presentations. Cllrs will attend the village hall at 19.00 to set up ahead of the meeting. Cllrs to deliver advertising flyers as soon as possible.	Extend further invitations Post Agenda on website
CPC/25/03/12 Local Council Election 2025 a). nomination packs were issued to all councillors and one prospective councillor. Elector numbers for candidates, proposers and seconders available from Clerk. B). The PC noted election flyers and posters had been printed and Cllrs will deliver flyers as soon as possible. Cllrs Smith, Draddy, Bracey and Roberts agreed to take part in a two minute election video with a view to showing this at the AAPM.	Cllrs to distribute flyers  Make video
CPC/25/03/13 Meeting Appraisal – no adjustments required.	
CPC/25/03/14 Date of next meeting: Wednesday 2 April 2025 (Local Government Act 1972 Schedule 12 Part II para 8.1)	
Meeting closed at 20.42	





# Appendix A

## Clerk's report

March 2025

My Outlook account was out of action for two weeks in February. A volunteer has sorted it out (for which many thanks) and normal service is resumed. Unfortunately, all contacts have been lost so I will gradually rebuild my address book.

I emailed Helen Howard, West Northants Highways Liaison Officer about a variety of outstanding matters but, to date, have heard nothing back.

The Police, Fire and Crime Commissioner has grant schemes open to parish, councils and other groups who are carrying out projects that will make a difference to communities. To receive funding, projects must support the objectives of the Commissioner's strategic Police, Fire and Crime Plan for the county. More details will be announced soon.

WNC are holding an event on 10 March at 10 am at the Guildhall, Northampton. This year's Commonwealth Day theme, 'Together We Thrive', highlights the strength of collaboration, friendship, and shared progress across the Commonwealth. All welcome.

Northamptonshire Carers are a registered Charity working with North and West Northamptonshire Councils to deliver a Roadshow of 'One Stop Shops' to encourage those looking after someone in the community with a disability or long-term health condition to recognise themselves as Carers and to come forward for information and support to help prevent them from becoming isolated. They have asked if we can support them to deliver a session in our area. It might be possible to liaise with Old Stratford and Deanshanger as this looks like a worthwhile initiative.

National Highways have emailed A43 Brook Culvert Geotechnical scheme and A43 Northbound Barley Mow roundabout to Oxford Road roundabout surfacing scheme. Diversions for both schemes will use the A422 to the Old Stratford Roundabout and the A5 northbound. We can, therefore, expect increased traffic from Monday 3 March 2025 to early summer 2025 from Monday to Friday between 8pm and 6am.

Citizens Advice West Northants and Cherwell provide free, confidential, and impartial advice to help individuals overcome their problems and improve their lives, in person, on the phone and using other digital channels. A donation from Cosgrove PC would directly contribute to:

- Maintaining and enhancing our advice services to meet the increasing demand.
- Covering operational costs to recruit and support more paid and volunteer advisers.
- Investing in adviser training and resources to ensure high-quality support.

They believe their work aligns closely with the interests of our constituents, many of whom have benefited from their services. Our support would not only help them to continue their current initiatives but also strengthen the overall well-being of the community.

JM Evans

24 February 2025

[REDACTED]

# Appendix 6

## Cosgrove Parish Council

### January 2025 Summary of Financial Records

Revenues	YTD	Projected income to end of year	Forecast	Budget	Variance
Precept	(25,000.00)		(25,000.00)	25,000.00	-
Interest	(1,078.76)	(70.00)	(1,148.76)	1,563.00	(414.24)
Burial Ground	(1,590.00)	(80.00)	(1,670.00)	979.00	691.00
VAT Reclaim	(3,162.93)		(3,162.93)		3,162.93
Misc Income	(3.45)		(3.45)		3.45
Mowing Grant	(999.42)		(999.42)	999.00	0.42
Account transfers					
<b>Total Revenue</b>	<b>(31,834.56)</b>	<b>(150.00)</b>	<b>(31,984.56)</b>	<b>28,541.00</b>	<b>3,443.56</b>

Regular Costs	YTD	Projected Costs to end of Year	Forecast	Budget	Variance
Clerk Salary	6,196.13	655.20	6,851.33	8,470.00	1,618.67
Grass Mowing	6,963.00	762.00	7,725.00	6,860.00	(865.00)
Clerk Sundries	456.34	25.00	481.34	300.00	(181.34)
Church Clock	195.00	-	195.00	195.00	-
Street Lighting	5,811.59	268.00	6,079.59	3,150.00	(2,929.59)
Allotments	-	-	-	100.00	100.00
NCALC	374.63	-	374.63	650.00	275.37
Admin	612.79	-	612.79		(612.79)
Dog Waste Bins	1020.83	75.83	1,096.66	1,430.00	333.34
Village Hall	0.00	360.00	360.00	360.00	-
Insurance	626.81	-	626.81	780.00	153.19
Training	662.00	42.00	704.00	1100.00	396.00
IT Costs	957.74	53.00	1,010.74	916.00	(94.74)
Play Park	1937.30	-	1,937.30	2,140.00	202.70
Other	29.49	-	29.49	590.00	560.51
Speed Indicator Dev			89.26	-	(89.26)
<b>Total Costs</b>	<b>25,843.65</b>	<b>2,241.03</b>	<b>28,084.68</b>	<b>27,041.00</b>	<b>(1,132.94)</b>

Section 137 Costs (Max of £9.93 per electorate)	YTD	Projected Costs to end of Year	Forecast	Budget	Variance
NACRE	70.00		70.00	35.00	(35.00)
CPRE	36.00		36.00	36.00	-
Christmas lights	120.00	85.00	205.00	250.00	45.00
SNAST	-			25.00	25.00
Village Projects	-			423.00	423.00
<b>Total Costs</b>	<b>226.00</b>	<b>85.00</b>	<b>311.00</b>	<b>769.00</b>	<b>458.00</b>



Discretionary Spend	YTD	Projected Costs to end of Year		Forecast	Budget	Variance
Poppy Wreath	50.00			50.00	50.00	-
Village Hall	200			200.00	200.00	-
Old Mail	746.00			746.00	481.00	265.00
Flags	89.00			89.00		89.00
School trim trail	1999.00			1,999.00		1,999.00
<b>Total Costs</b>	<b>3,084.00</b>	<b>-</b>		<b>3,084.00</b>	<b>731.00</b>	<b>2,353.00</b>

Movement	YTD	Projected Net (Revenue) / Costs to end of Year		Forecast Net (Revenue)/ Cost	Budget	Variance
Net (Revenue) / Cost	-2680.91	2,265.29		(415.62)	28,541.00	(415.62)
VAT paid to date	3,385.50					
VAT received back	(3,162.93)					

Current and savings	40,176.52
Fixed Deposit accounts	15,395.02
<b>Total bank balance as at 15 February 2025</b>	<b>£ 55,571.54</b>

Earmarked Reserves 2024-2025		
Item	Amount	Notes
Contingency	£ 12,500.00	six months of 2024-2025 precept
Street lights	£ 12,900.00	replacement of up to 2 lamps: ground works £6,000 each plus £450 lighting unit each
Children's playpark repairs and refurbishment	£ 15,000.00	£10,000 replace equipment £5,000 running repairs
School trim trail	£ 2,000.00	to replace equipment
Trees and Hedges	£ 2,000.00	maintaining trees and hedges
Fencing	£ 2,250.00	providing defensive fencing around new cemetery
Community projects (to be decided)	£ 2,000	identify and fund community project
<b>Total earmarked reserves @ 1 April 2024</b>	<b>£ 48,650</b>	

# Cosgrove Parish Council

## Appendix C: BACS Payments Schedule 12.24

Date of Invoice	Amount	Payee	Description	Email date	BACS reference	minute reference	Notes
To be set up and authorised by DS and JP							
28.02.2025	£ 662.20	J Evans	February pay			CPC/25/03/7(b)	
21.01.2025	£ 864.88		overpaid tax refund 2023-2024			CPC/25/03/7(b)	
04.02.2025	£ 27.32		black printer ink cartridge			CPC/25/03/7(b)	
	£ 1,554.40				BACS 12.24 a		
For set up by JE and authorisation by DS or JP							
30.12.2024	£ 57.60	Parish Online	Mapping software subscription to December 2025		BACS12.24 b	CPC/25/03/7(b)	includes online discount of £12
28.02.2025	£ 17.00	HMRC	February PAYE		BACS12.24 b	CPC/25/03/7(b)	authorised by 3 cllrs by email
19.02.2025	£ 50.40	NCALC	Election planning inv no 4216		BACS12.24 b	CPC/25/03/7(b)	
27.02.2025	£ 339.00	Village Hall	annual hall rental April 2024 to March 2025		BACS12.24 b	CPC/25/03/7(b)	
	£ 464.00						
Direct debits and debit card charges							
19.01.2025	£ 28.78	FastHost	domain hosting 2 years inv no 79594283		debit card	CPC/25/03/7(b)	Direct debit and debit card expenditure
13.01.2025	£ 6.05	FastHost	email hosting charge February invoice number 79419838		debit card	CPC/25/03/7(b)	
10.02.2025	£ 11.99	HugoFox	website hosting - February inv number 12113		Direct Debit	CPC/25/03/7(b)	
18.03.2025	£ 91.00	Shield Group	dog waste collection February invoice 8519		Direct Debit	CPC/25/03/7(b)	
19.02.2025	£ 150.00	SLCC	Annual membership 2023-2024		debit card	CPC/25/03/7(b)	
01.03.2025	£ 14.11	YU energy	1 to 28 February 2025 standing charge 02406409		Direct Debit	CPC/25/03/7(b)	
0.03.2025	£ 168.07	YU energy	1 to 28 February 2025 unmetered supply 02406408		Direct Debit	CPC/25/03/7(b)	
Total DD and card	£ 470.00						

