

Cosgrove Parish Council

Minutes of the Ordinary Meeting of Cosgrove Parish Council held on **Wednesday 4 June 2025** at 7.30pm.

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

Mrs J Evans (Clerk to the Council)

	Action
CPC/25/06/1 Cllr Proctor was absent due to a prior engagement.	
CPC/25/06/2 There were no declarations of interest	
CPC/25/06/3 The Minutes of the meeting of 7 May 2025 were approved unanimously.	
CPC/25/06/4 Matters arising from the Minutes not covered elsewhere in the Agenda were: There was a fire at Cosgrove Hall on Saturday 17 May 2025. The advice received from Northamptonshire Talking was posted on the village FaceBook page on Monday 19 May. NCALC advice: "Cosgrove Parish Council's role is limited to disseminating accurate and timely information and liaising with the various other agencies that have responsibilities, notably Northamptonshire Fire & Rescue, Northamptonshire Police, and West Northamptonshire Council (WNC). Northamptonshire Fire & Rescue has a role in advising what is safe and what isn't, WNC has powers under the Building Act 1984 to contact the owner of an unsafe building or to take action to make a building safe and then recharge the cost to the owner, and Northamptonshire Police has a role in dealing with any unauthorised access to the building or premises."	
CPC/25/06/5 Public speaking: The number and speed of trucks travelling through the village continues to cause concern. It was agreed a letter should go to one of the regular culprits. A complaint was also received about a large, tracked vehicle being driven through the village and down Bridge Road at 18.26 on Monday 2 June 2025. It is believed this was the second occasion this had happened, the first being at 20.08 on Saturday 24 May. The weight of the vehicle caused the Bridge Road cottages to shake and damaged the road surface on the corner of Bridge Road and Main Street. It was agreed West Northants Highways should be informed and video and photographic evidence supplied. The owner of the vehicle should also be asked for comments. A general reduction in the standard of driving was also noted and it was agreed to post on the website, FaceBook and send a letter to Cosgrove Park for dissemination to their visitors. Ward Councillor McCord reported induction and start up meetings were being held for the incoming Councillors. The first full council meeting had taken place and the chairs and appointments to committees made. Cllr McCord will continue as chair of the Place and Resources Scrutiny Committee The new chair of the Strategic Planning Committee is Cllr Scott Packer with Cllr Nigel Berrill as his deputy.	
CPC/25/06/6 The Clerk's report had been circulated ahead of the meeting and is attached to these Minutes at Appendix A.	

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<p>CPC/25/06/7 Finance: 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, was approved. The payments to be made by BACS transfer, debit card or direct debit totalling £4,288.95 were approved (Appendix C). c). It was resolved to pay for the cutting down of trees and shrubs in Rectory View Cemetery at a cost of £1,920 plus VAT (approved at February 2025 meeting but not minuted).</p>	
<p>CPC/25/06/8 Councillor Updates:</p> <p>Cllr Bracey raised the issue of Milton Keynes expansion and the so called 15 Minute City which will be constructed between Newport Pagnell, the M1 and up to Milton Malsor. It will necessitate two bridges being put over the M1 and has not been well publicised considering the size of the development. Castlethorpe Parish Council are concerned the fields between Little Linford Road and Stoke Goldington are also ripe for development and that there will be little or no consultation. The pressure on infrastructure and services if Milton Keynes continues to expand in this area will be intolerable.</p> <p>Cllr Comerford raised the issue of littering, highlighting the number of cigarette butts in her front garden. Although this offence can attract a fixed penalty notice, it was recognised this is difficult to implement.</p> <p>Cllr Smith had the misfortune to come across human excrement on the bridle path near the Navigation Public House. He had reported this and WNC will deal with it. This is not the first incident of public defecation in Cosgrove as it is a regular occurrence along the canal side and Cllrs were disappointed at this anti-social behaviour.</p> <p>Cllr Smith noted the Canal and River Trust had finally repaired the breach in the canalside which caused the right of way to be cut. The canal boat residents opposite who had been adversely affected by the water running through their site and the farmer had waited a long time for this to be resolved. There are still three breaches in the canal on the offside between this repair and the Navigation Pub.</p>	
<p>CPC/25/06/9 Planning: It was resolved to object to 2025/1601/MAO outline proposal for 67 dwellings on land at Stratford Road, Deanshanger using notes provided by</p>	

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Deanshanger Parish Council. There are a number of other housing proposals in the area, and it was suggested reviving the A5 Alliance might be worth pursuing.	
CPC/25/06/10 The proposal to replace the plastic goal posts with semi-permanent ones was rejected due to concerns about liability and encouraging children to play football in this unsafe location.	
CPC/25/06/11 It was resolved to buy a 17" wreath for £20 and to donate £30 to the Royal British Legion.	
CPC/25/06/12 It was resolved to discontinue providing an article for the Old Mail in favour of submitting the Minutes. The Minutes are published on the website and posted in the bus stop and writing an article was felt to be a duplication of effort.	
CPC/25/06/13 It was resolved to adopt the Playpark Inspection Policy. Cllr Roberts volunteered to conduct a monthly, visual inspection to identify obvious hazards using a check list compiled by the Clerk.	
CPC/25/06/14 Date of next meeting: Wednesday 2 July 2025 (Local Government Act 1972 Schedule 12 Part II para 8.1)	
Meeting closed at 20.30	

Appendix A

Clerk's report

June 2025

There was a fire at Cosgrove Hall on Saturday 17 May 2025. The fire brigade attended. The owner was informed and I am told the police asked for the building to be secured. I sought advice from NCALC around if there was anything we should/could be doing. I posted the warning we received from Northamptonshire Talking on the village FaceBook page on Monday 19 May.

NCALC advice: Cosgrove Parish Council's role is limited to disseminating accurate and timely information and liaising with the various other agencies that have responsibilities, notably Northamptonshire Fire & Rescue, Northamptonshire Police, and West Northamptonshire Council (WNC). Northamptonshire Fire & Rescue has a role in advising what is safe and what isn't, WNC has powers under the Building Act 1984 to contact the owner of an unsafe building or to take action to make a building safe and then recharge the cost to the owner, and Northamptonshire Police has a role in dealing with any unauthorised access to the building or premises.

JM Evans

19 May 2025

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Appendix B

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Summary of Financial Records to 19 May 2025

Revenues	YTD	Projected income to end of year		Forecast	Budget	Variance
Precept	(14,140.00)	(14,139.00)		(28,279.00)	(28,278.00)	1.00
Interest	(26.44)	(930.00)		(956.44)	(1,118.00)	(161.56)
Burial Ground	-	(1,190.00)		(1,190.00)	(1,424.00)	(234.00)
VAT Reclaim	(267.31)	-		(267.31)		267.31
Misc Income	(5,650.00)	-		(5,650.00)		5,650.00
Mowing Grant		(999.00)		(999.00)	(999.00)	-
Account transfers		-				
Total Revenue	(20,083.75)	(17,258.00)		(37,341.75)	(31,819.00)	5,522.75

Regular Costs	YTD	Projected Costs to end of Year		Forecast	Budget	Variance
Clerk Salary	1,394.13	6,890.00		8,284.13	9,118.80	834.67
Grass Mowing	1,510.75	6,468.65		7,979.40	7,322.00	(657.40)
Clerk Sundries	80.50	421.50		502.00	526.00	24.00
Church Clock	-	195.00		195.00	195.00	-
Street Lighting	321.80	1,648.00		1,969.80	2,580.45	610.65
Allotments	-	100.00		100.00	100.00	-
NCALC	-	696.77		696.77	696.79	-
Burial Ground	-	1,850.00		1,850.00	1,850.00	-
Dog Waste Bins	151.66	758.30		909.96	1,170.00	260.04
Village Hall	-	360.00		360.00	360.00	-
Insurance	-	644.78		644.78	644.78	-
Training	-	360.00		360.00	400.00	40.00

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IT Costs	76.92	799.65		876.57	1,096.20	219.63
Play Park	18.90	-		18.90	1,000.00	981.10
Admin	9.31	415.94		425.25	441.00	15.75
Election Expenses	-	988.00		988.00	988.00	-
Audit	-	210.00		210.00	210.00	-
ICO	-	40.00		40.00	40.00	-
Speed Indicator Devices	-	392.00		392.00	392.00	-
Green bin	60.00	-		60.00	58.00	(2.00)
Other unforeseen	-	-		-	960.00	960.00
Total Costs	3,623.97	23,238.59		26,862.56	30,149.02	3,286.44

Section 137 Costs (Max of £9.93 per electorate)	YTD	Projected Costs to end of Year		Forecast	Budget	Variance
NACRE	-	35.00		35.00	35.00	-
CPRE	-	36.00		36.00	36.00	-
SNAST	-	25.00		25.00	25.00	-
Old Mail	-	494.00		494.00	494.00	-
Christmas Lights	-	250.00		250.00	250.00	-
Village project	-	500.00		500.00	500.00	-
Flags	-	-		-		-
Total Costs	-	1,305.00		1340.00	1,340.00	-

Discretionary Spend	YTD	Projected Costs to end of Year		Forecast	Budget	Variance
Royal British Legion		50.00		50.00	50.00	-
Donation to Village Hall		200.00		200.00	200.00	-
Donation to History Soc		60.00		60.00	60.00	-

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Donation to WI		20.00		20.00	20.00	-
Total Costs	-	-		330.00	330.00	-

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Movement	YTD	Projected Net (Revenue) / Costs to end of Year		Forecast Net (Revenue)/ Cost	Budget	Variance
Net (Revenue) / Cost	(16,459.78)	7,650.59		(8,809.19)	31,819.00	8,809.19
VAT paid to date incl b/fwd £267.31	631.29					
VAT received back	267.31					
VAT outstanding	363.98					

Current and savings	34,271.70
Fixed Deposit accounts	30,527.33
Total bank balance as at 15 May 2025	£64,799.03

Earmarked Reserves 2025-2026

Item	Amount	Notes
Contingencies	£14,139.00	Six months of 2025-2026 precept
Trees and hedges	£1,750.00	maintaining trees and hedges
street lamps	£1,200.00	Unforeseen repairs of 4 units £1,200
Playpark refurbishment	£10,000.00	Replace equipment
	£5,000.00	realign fencing, resite equipment
Meadow View Cemetery	£2,250.00	Cut back overgrown trees

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Community project	£4,000.00	Inauguration of Meadow View Cemetery
Total earmarked reserves @ 1 April 2025	£38,339.00	

Cosgrove Parish Council Appendix C: BACS Payments Schedule 03.25

Date of Invoice	Amount	Payee	Description	Email date	BACS reference
To be set up and authorised by DS and JP					
30.05.2025	£548.20	J Evans	May pay		03.25
15.05.2025	£2.00		postage of electoral expenses forms		
total	£550.20				
For set up by JE and authorisation by DS or JP					
30.05.2025	£166.73	HMRC	May PAYE		03.25
02.06.2025	£889.50	Blackwells Garden Services	May mowing		03.25
04.04.2025	£23.94	Paul Roberts	refund of waste bin installation supplies		03.25
13.05.2025	£2,304.00	Wilby Tree Surgeons	tree and shrub work in Rectory Grounds Cemetery		03.25
	£3,384.17				
Direct debits and debit card charges					
	£4.50	Lloyds	bank account service charge		debit by bank
13.04.2025	£6.96	FastHosts	email hosting charge May invoice number 80440273		debit card
10.05.2025	£11.99	HugoFox	website hosting - May inv 14616		Direct Debit

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16.05.2025	£91.00	Shield Group	dog waste collection May invoice 8870		Standing Order
02.06.2025	£14.61	YU energy	1 to 31 May 2025 standing charge		Direct Debit
02.06.2025	£139.41	YU energy	1 to 31 May 2025 unmetered supply		Direct Debit
07.05.2025	£54.42	Amazon	purchase of two black ink cartridges		debit card
02.06.2025	£31.69	Viking	printer paper 2500 sheets		debit card
Total DD and card	£354.58				