

# Cosgrove Parish Council

Mobile: 07494 855422

E-mail: [clerk@cosgroveparishcouncil.gov.uk](mailto:clerk@cosgroveparishcouncil.gov.uk)

Website: [www.cosgroveparishcouncil.gov.uk](http://www.cosgroveparishcouncil.gov.uk)

Issued: 27 May 2026

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 3 June 2026 at 7.30 pm** for the purpose of transacting the following business:

## AGENDA

Reference	Item	Suggested time
CPC26/06/1	To receive and approve apologies for absence	30 seconds
CPC26/06/2	Declarations of interest	30 seconds 19.31
CPC26/06/3	Approval of Minutes of 15 May 2026	30 seconds 19.32
CPC26/06/4	Matters arising from the Minutes not covered elsewhere in the Agenda	30 seconds
CPC26/06/5	Election of Vice Chair	30 seconds 19.33
CPC26/06/6	Declaration of Acceptance	30 seconds
CPC26/06/7	Approval of Minutes of Annual Assembly of the Parish dated 15 April 2026	30 seconds 19.34
CPC26/06/8	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  19.49  5 minutes 19.54

1 of 3

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.

CPC26/06/9	To receive Parish Clerk's report (including correspondence received since last meeting requiring a comment or decision) circulated in advance	5 minutes 19.59
CPC26/06/10	<b>Finance</b> a). To receive update on current finances in comparison to budget b). To approve expenditure totalling approximately £1,878.73 (schedule circulated separately) and to approve retrospectively payments made in May totalling £3,424.49 (schedule circulated separately (May meeting not quorate, payments made under delegated authority) c). To <b>resolve</b> to make monthly payments by direct debit up to and including March 2027 to YU energy for street lighting, HugoFox for website and email services and Lloyds bank for bank charges. To <b>resolve</b> to make standing order payments to Shield Group for monthly collection of dog waste up to December 2026. d). To <b>resolve</b> to award annual increment to Clerk (contractual obligation) with effect from 1 April 2026. e). To note annual increment for Clerk awarded and authorised under CPC/25/04/7(c) was not notified to the payroll provider. To <b>resolve</b> to pay arrears of £205.80 with June salary.	7 minutes 20.06
CPC26/06/11	<b>Audit 2025-2026:</b> a). To receive and note recommendations of Internal Audit report of 27 April 2026 (circulated separately) b). To complete and sign Annual Governance and Accountability Return 2025-2026 Sections 1 and 2	10 minutes 20.16
CPC26/06/12	<b>Councillor Updates</b>	10 minutes 20.26
CPC26/05/13	<b>Village Maintenance</b>  a) To <b>resolve</b> to have the wooden noticeboard refurbished and varnished at a budget of maximum £500 b) To consider a revised quote of £650 to relocate the spinner, bin and toddler house inside the playpark fence and if acceptable to <b>resolve</b> to commission the work. c) To consider what to do with the bare earth exposed by vegetation clearance in Meadow View Cemetery: i) Leave it ii) Seed it (1kg for 35 sq m cost £12) iii) Seed with wildflower seeds (200 gms for 40 sq m £38) iv) Plant a 3m sq patch with wild flower plug plants (cost £115) v) Turf it (40 sq m cost £217) vi) Plant wildflower turf (40 sq m £1,014) d) To <b>resolve</b> to have the playpark gate repaired at a budget of maximum £500 e) To <b>resolve</b> to have the bar of the gate to Meadow View Cemetery repaired or replaced at a budget of maximum £150 f) To resolve to have the wall of Rectory Grounds Cemetery repaired and repointed (quotes circulated separately)	15 minutes 20.41
CPC26/06/14	To <b>resolve</b> to adopt draft website accessibility statement	1 minute 20.42
CPC26/06/15	<b>Review (as required in Standing Orders):</b>	10 minutes

# Cosgrove Parish Council

Mobile: 07494 855422

E-mail: [clerk@cosgroveparishcouncil.gov.uk](mailto:clerk@cosgroveparishcouncil.gov.uk)

Website: [www.cosgroveparishcouncil.gov.uk](http://www.cosgroveparishcouncil.gov.uk)

	a). Land and other assets including office equipment (reviewed 04.02.2026) b). arrangements for insurance cover in respect of all insurable risks (expires 31.07.2026) c). Subscriptions to NCALC, SLCC, NACRE, CPRE and SNAST d). review 2025-2026 expenditure under S137 e). terms of reference for planning sub-committee f). review of working groups	20.52
CPC26/06/16	<b>Planning</b> A). Notification of tree work at 12 Stratford Road: leylandii cypress trees to front of garden - reduce to previous points around 2-3 metres, with driveway sides to be trimmed; row of leylandii cypress trees to side of garden - reduce by 2-3 metres for maintenance purposes.  B). 2025/4578/PIP; 58 Stratford Road, Cosgrove; Permission in principle for up to four dwellings – refused. Appeal lodged. To resolve whether to take the opportunity to update PC response (circulated separately)	8 minutes 21.00
	<b>Meeting Appraisal</b> Review effectiveness of meeting	
	Date of next meeting Wednesday 3 June 2026 (Local Government Act 1972 Schedule 12 Part II para 8.1)	
	<b>Closure of Meeting</b>	<b>21.00</b>

Signed:

Date:

3 of 3

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.