

Cosgrove Parish Council

Minutes of the Ordinary Meeting of Cosgrove Parish Council held on **Wednesday 2 September 2026** 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, Cllr C Williamson

Mrs J Evans (Clerk to the Council)

The meeting opened at 19.30 hours. There were 3 members of the public present.

CPC/26/09/1 Cllr Roberts was delayed by 10 minutes. Ward Cllr McCord was absent due to other meeting commitments. Cllr Dabbs was not present.

CPC/26/09/2 There were no declarations of interest.

CPC/26/09/3 The Minutes of the meeting of 1 July 2026 were approved unanimously.

CPC/26/09/4 There were no Matters arising from the Minutes not covered elsewhere in the Agenda.

CPC/26/09/5 Public Speaking

- Concerns were raised about the amount of food waste and associated litter being dumped daily on the corner of Stratford Road where it joins Northampton Road. There was discussion about what the Parish Council (PC) could do to bring the culprit(s) to justice but it was recognised this is a matter for West Northants Council (WNC), notwithstanding the fact that WNC, when contacted by a resident, had stated they could do nothing. It was decided Cllr Roberts would find out what approach Milton Keynes Council took to littering and the Clerk should call WNC using the number on the white stickers around the village.
- Concerns were also raised about bins being left on the pavement before and after the Wednesday collection date making it difficult in some locations to pass by safely as a pedestrian. It was noted Cllr Smith had moved the bins left on the pavement outside a house on Stratford Road onto the drive by the gate after they were left outside for a prolonged period.
- Details of the outcome of the meeting between the Clerk and Helen Howard (WNC Highways Liaison Officer) which took place in June were requested. Information was also sought from the Clerk about the outstanding Freedom of Information requests to WNC and Milton Keynes Council Planning Departments about whether permission has been given for infilling of lakes on Cosgrove Park.
- Evidence was produced to confirm Cosgrove Park are operating an off-road course adjacent to the River Great Ouse. It was noted that setting up or operating an off-road course in the UK requires planning permission as it legally constitutes a material change of use of the land. It was agreed the Clerk should investigate.
- Concerns were raised about some units on Cosgrove Park being occupied for 12 months under the guise of employees in security roles. Planning permission had been granted for staff accommodation, but the reference was not to hand. Clerk to investigate.

Action: Clerk to call WNC to find out the process of reporting litter and enforcement; Cllr Roberts to find out the approach to litter enforcement in Milton Keynes; Clerk to sending WNC Highways meeting report to member of the public; Clerk to send outstanding FOI requests on action plan; Clerk to investigate if Cosgrove Park have permission to run an off road course; Clerk to investigate if permission has been granted for staff to reside on Cosgrove Park for 12 months per year.

CPC/26/09/6 The Clerk's report is appended to these Minutes at Appendix A.

CPC/26/09/7 Finance

(a) The update on current finances compared to the budget is appended to these Minutes at Appendix B.

(b) The payment schedule, circulated ahead of the meeting, for payments totalling £8,302.82 was approved and is appended to these Minutes at Appendix C. The planting and watering of the village planter by Axiomb2 was queried. Clerk to investigate.

(c) The draft budget 2027-2028 version 1 was scrutinised. It was agreed Cllrs Proctor and Roberts will inspect the detailed calculations, reporting back version 2 to the next meeting. As a result of suggestions from residents, the Clerk will cost the following for inclusion in version 2: planters at the village gates on Yardley Road (to include concrete plinths), converting the bus stop to house a display area, renting storage for PC equipment and purchasing and siting a shed at the Village Hall and providing a bench on the recreation area. The following were not felt to be viable at this time: create a PC office within the village hall, setting up a small garden for contemplation, zip wire, level the recreation area, Multi User Games Area, move the dog waste bin at the foot of the horse tunnel. Refurbishment of the playpark is an ongoing issue and the meeting did not feel another book swap cupboard was necessary.

Action: Clerk to liaise with Axiomb2 over the village planter specifically watering and adding bulbs; Clerk to liaise with Cllr Proctor and Cllr Roberts to scrutinise the detailed workings of the 2027-2028 budget; Clerk to provide estimates for the residents' suggestions; Clerk to advise those members of the public wishing to install a book swap cupboard to apply for a grant under the PC Grant Awarding Policy.

Cllr Williamson left meeting as unwell.

CPC/26/09/8 Councillor updates

Cllr Bird had been approached by a resident for a sprayer and weedkiller for use near the horse tunnel. It was noted a licence and certification is needed to use weedkiller in a public place so this request could not be supported. Cllr Bird reported he had applied for 30 saplings free of charge from the Woodland Trust for use in Meadow View Cemetery. Cllr Bird had not been able to attend the last meeting of the Climate and Nature Champions group and was seeking details of what had been discussed. Cllr Bird asked if the Canal and River Trust could be approached for a copy of the latest bridge assessment which was due to be carried out in the first part of this financial year.

Cllr Comerford said an additional PCSO had been appointed but she had yet to meet him. She drew the meeting's attention to a recent development of a person on a mini moped, with no helmet and no number plates, riding up and down Bridge Road.

Cllr Smith reported he had responded to posts on Facebook about the speed of vehicles travelling through the village. The website was now receiving around 200+ visits per month. Cllr Smith asked the PC to make individual contributions to the Old Mail.

Action: Cllr Bird to let resident know about weedkilling, Clerk to seek update on the bridge assessment from the Canal and River Trust, Clerk to ask volunteer to prepare Speed Indicator Device report focussing on speeds

CPC/26/09/9 Planning The outcomes of the three applications mentioned in the Agenda were noted.

CPC/26/09/10 Audit 2025-2026 The External Auditor had raised three issues to which the Clerk had responded on 24 August 2026. A reply and the final report from the External Auditor were outstanding.
Action: Clerk to continue liaison with the External Auditor and circulate report when received.

CPC/26/09/11 It was **resolved** to purchase of Remembrance Wreath (£23) and make a donation to the Royal British Legion (£27)
Action: Cllr Smith to inform RBL

CPC/26/09/12 Highways

- (a) Purchase of further 20 mph speed limit signs was not agreed.
- (b) It was agreed the Clerk will find out the process for installing bollards adjacent to the bridge to stop anti-social/dangerous parking.
- (c) It was agreed (5:2) to seek information on the process of applying for double yellow lines to be placed at the crossroads.

Action: Clerk to let supplier know 20 mph speed limit signs no longer required; Clerk to find out the process of installing bollards, Clerk to seek information on applying for double yellow lines.

CPC/26/09/13 Village Maintenance

- (a) It was **resolved** to cut back the tree at the entrance to Mansel Close at a cost of £575.
- (b) Purchase of a shield for the lamp post on Main Street was not agreed as it would not stop the light entering the houses opposite as the shield could only be fitted to the rear of the lamp.
- (c) Purchase of a sprayer and weedkiller was not agreed as a licence or certificate of competence is needed to use weedkiller in a public location.
- (d) It was **resolved** to carry out the remedial bramble work in Rectory Grounds Cemetery at a cost of £415
- (e) It was **resolved** to meet the cost of £105 for WNC to provide information required by the Environment Agency in their review of the Tier 1 report on Meadow View Cemetery.

Action: Clerk to instruct contractors at (a), (d) and (e). Clerk to let resident know (c); Cllr Bird to let resident know (b)

CPC/26/09/14 Playpark

- (a) It was **resolved** the Clerk should act on behalf of the PC when applying for a grant to support playpark refurbishment.
- (b) It was **resolved** to add to earmarked reserves in the 2027-2028 budget to allow for further improvements in the playpark. It was noted the cost of buying and installing an accessible roundabout would be around £17,000.

Action: Clerk to use (a) when applying for a grant; Clerk to adjust earmarked reserves for 2027-2028

CPC/26/09/15 Code of Conduct

It was **resolved** to readopt the Code of Conduct (circulated ahead of the meeting). It was requested track changes be used in future if amendments were made to an adopted policy.

Action: Clerk to note requirement to use track changes. Cllr Smith to post Code of Conduct on website

CPC/26/09/16 Allotment Agreement

Signature of the Allotment Agreement did not take place as it had not been circulated ahead of the meeting (as agreed in CPC/25/09/14).

Action: Cllrs to review Allotment Agreement

The meeting appraisal noted the meeting had over run the suggested timings by 36 minutes. This was felt to be due to the lengthy discussion during public speaking, budget scrutiny and playpark funding.

The date of the next meeting will be **Wednesday 7 October 2026**

The meeting closed at 21.23 hours.