

## Claybrooke Parva Parish Council

### Minutes of the Parish Council Meeting held on Wednesday 4<sup>th</sup> September 2024 at 7.00pm in Claybrooke Parva School Hall

#### 1. Members Present

Cllr Fay Briggs (FB) (Chairman), Cllr Neil Blackhall (NB) Vice- Chairman , Cllr Ray Middlemas (RM), Cllr Rita Herald (RH) and Patricia Nunn (PN), Parish Clerk  
There were 3 members of the public present.

#### 2. Apologies for Absence

Apologies were received from DCllr Rosita Page (RP) which were accepted.

#### 3. To receive and consider any disclosures of personal interest

NB disclosed an historic interest in the Marc Smith charity and would not take part in any vote on the matter.

#### 4. To receive members' request for dispensation

RM has dispensation to speak and vote on matters of the Joint Burial Committee.

#### 5. Public Participation Session

- Reference was made to the outstanding matter of the gravestones in the cemetery.
- A representative from the Marc Smith charity outlined the history of the charity and the support it provides to children and young people in the community. The school house, which is let to provide income for this purpose, is in need of refurbishment. The PC was asked if they would support an application by the charity to the Harborough District Community fund for £5,000. See item 17.

#### 6. To approve as accurate the minutes of last meeting held on 6<sup>th</sup> March 2024

As a query was raised at the previous meeting and so approval of these minutes was deferred to this meeting. It was proposed by FB, seconded by NB that the minutes of 6<sup>th</sup> March 2024 be approved as accurate. Agreed unanimously. **Resolved.**

#### 7. To approve as accurate the minutes of last meeting held on 15<sup>th</sup> May 2024

It was proposed by FB, seconded by NB, that the minutes of 15<sup>th</sup> May 2024 be approved as accurate. Agreed unanimously. **Resolved.**

#### 8. To consider matters arising from previous minutes on 15<sup>th</sup> May 2024

All matters from the previous meeting have been actioned or to be discussed at this meeting.

#### 9. To consider matters raised by the District/County Councillor

RP provides regular email updates and information prior to the meeting of the Parish Council and all matters have been noted.

#### 10. Financial Matters

##### i) To approve expenditure and note receipts to the end of August 2024

Payment to P Nunn for expenses. Travel to September meeting 27.11  
45px 8 = £3.60; printing costs for June, July, August  
and Sept £2.99 x 4 = £11.96; printing paper - £4.75; stamps £6.80 )

Payment to R Middlemas for refund of new padlock for bollard	5.69
Payment to Claybrooke Parva school (Inspiring Primaries Academy Trust) for hall hire in 2021. School paid original January cheque into a closed account so cancelled.	132.00
Payment to P Nunn for salary Apr-Jun	366.30
Payment to Zurich for annual insurance	241.00
Payment to Npower for electricity Apr-June	32.68
Payment to AEH Accountancy Ltd for annual internal audit 2023/24	96.00
Payment to The Gardener for 6 cuts (Apr-Jul)	486.00
Payment to The Information Commissioner (Annual fee)	40.00

**Total payments:** £ 1426.78

#### Receipts

31.05.24	Interest	4.68
28.6.24	Interest	4.23
31.7.24	Interest	4.99

Proposed by NB, seconded by RH, that all expenditure be approved and receipts noted. Agreed unanimously. **Resolved.**

#### ii) To note the Bank Reconciliation to the end of August 2024.

##### Current Account:

c/f at 30.4.24		7048.37
Outstanding March and April payments - repayment to UPC and Burial Committee annual donation)	1187.50	5860.87
May payment	9.58	5851.29
June payment	366.30	5484.99
July payments	273.68	<b>5211.31</b>
August payments	<b>582.00</b>	<b>4695.31</b>
September payments	<b>67.11</b>	<b>4628.20</b>

##### Reserve Account

c/f 30.04.24		3798.72
Interest	13.90	<b>3812.62</b>

Proposed by NB, seconded by RH, that all transactions noted. Agreed unanimously. **Resolved.**

## 11. Planning

### i) To consider any new planning applications

**24/00576/PCD** – Laurel Bank - Discharge of Condition 4 (Risk Based Land Contamination) and 6 (External Materials) - noted

**24/00690/FUL** - Installation of new air source heat pumps within an external enclosure at Claybrooke Primary School – neutral- now approved

### ii) To consider any other/ ongoing planning matters

**Enforcement notice for Claybrooke Hall, Reference: 19/00356/DEVS Enforcement Notice**

**Reference: EN627.** Haha/extension of garden enforcement . A warrant is being obtained by HDC to enter the property

**24/00452/VAC - Cream Cottage, Main Road** - Creation of new site access and erection of carport (Variation of condition 6 (Permitted Plans) of (20/00515/FUL), to use tile effect metal roofing sheets instead of clay tiles – Retrospective – appeal dismissed.

**24/00164/COMS** – Spinney View Farm – Allegation that condition for the number of caravans and layout not being complied with. Under investigation.

## 12. To discuss Councillor or other training

No training needs identified at this time.

**13. To review and approve the new 2024 Financial Regulations**

The Regulations were sent to all Councillors before the meeting. It was proposed by NB, seconded by FB, that these be approved. Agreed unanimously. **Resolved**

**14. To receive and update and discuss business relating to the Joint Burial Committee**

There has not been a recent meeting.

**15. To discuss the public right of way registration - Church Lane – Woodway Lane**

This has been sent out for public consultation which ended on 30<sup>th</sup> August 2024. The PC have submitted comments to the consultation.

**16. To discuss and approve the spending for the hedge cutting on the green**

A quote for £400 to cut the hedge on the green and take away the debris has been received. Cutting will be done after all nesting birds etc have left so probably October/November. It was proposed by NB, seconded by RM, that the hedge cutting be done. Agreed unanimously. **Resolved**

**17. To discuss the HDC Community Fund and agree actions**

It was proposed by FB, seconded by RH, to fully support the Marc Smith’s charity in their application for funds from the HDC Community fund. Agreed unanimously. **Resolved.** PN to confirm by e mail.

**18. To receive any correspondence and agree actions**

- Received a TTRO for Ullesthorpe Road outside Claybrooke stables for Severn Trent to do a new water connection. Will be up to 3 days from 22<sup>nd</sup> October 2024.
- Received an e mail from a resident concerned at the spraying of the wall opposite the church. The residents were contacted and the PC received their reply. Noted.

**19. Any other business**

- The nettles by Church Lane and Main Road are obstructing the view of traffic. To be reported to LCC. **PN**
- Need to establish what waste can be taken to the tip and if refused where it can be taken. **PN**

**20. Date of Next Meeting**

The next Parish Council meeting will be held on Wednesday 4th December 2024 at 7.00pm in Claybrooke Parva School Hall.

The meeting was closed by the Chairman at 1931.

To **resolve** that the minutes of the meeting of the Parish Council held on the 14<sup>th</sup> September 2024, and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

Name:.....Fay Briggs.....

Date:..... 4<sup>th</sup> December 2024.....

**Matters Arising:**

- 1:** LCC C to be contacted about high nettles at end of Church Lane. **PN**
- 2:** HDC to be contacted about waste taken to tip. **PN**