



Claybrooke Parva Parish Council

All Councillors are summoned to a **Meeting of Claybrooke Parva Parish Council on Wednesday 20th May 2026 after the Annual Parish Council meeting** at the Claybrooke Parva school hall

Agenda

1. **Members present**
2. **To receive any apologies for absence**
3. **To receive and consider any disclosures of personal interests**
4. **To receive any members' request for dispensation**
5. **Public participation session**
6. **To approve as accurate the minutes of last meeting held on 4th March 2026**
7. **To consider matters arising from the Minutes of meeting on 4th March 2026**
8. **To receive any matters raised by District/County Councillor**
9. **To discuss and agree any financial matters**
 - i) To note any receipts and approve the expenditure for up to end of March 2026 and end of April 2026
 - ii) To note the bank reconciliation up to end of March and April 2026.
 - iii) To discuss moving some monies into the reserve account
 - iv) To approve the Annual accounts report 2025/26
 - v) To approve the Annual Governance Statement 2025/26
 - vi) To approve the Accounting Statements 2025/26
 - vii) To approve the internal audit report 2025/26
 - viii) To approve the Certificate of Exemption 2025/26
 - ix) To approve the Exercise of Public Rights 2025/26
10. **Planning Matters**
 - i) **To consider any new planning applications**
 - 26/0040/FUL – for solar panels on the garage roof of Cream Cottage – neutral with conditions
 - 26/00335/TCA – to fell an oak tree on Main Road – neutral with provision to re-plant. Now approved.
 - 26/00574/OUT – storage or distribution etc at Mere Lane, Magna Park
 - 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 and **Listed Building Enforcement Notice No. LBEN628** – Alterations to the building. Final letters served.
 - 24/00164/COMS – Spinney View Farm – monitoring possible environmental breaches.
 - 24/00452/VAC – Cream Cottage- erection of car port with metal roofing- final letters served
11. **To discuss Councillor or other training**
12. **To receive an update and discuss business relating to the Joint Burial Committee; to approve the annual accounts and minutes from the meeting on 31st March 2026**
13. **To discuss and agree domain provision**
14. **To receive any correspondence and agree actions**
15. **Any other business**
16. **Date of the Next Meeting**