Claybrooke Parva Parish Council

All Councillors are summoned to a meeting of Claybrooke Parva Parish Council on Wednesday 28th October 2026 at 7pm 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 Annual Parish Council meeting held on 20th May 2026**
7. **To approve as accurate the minutes of last meeting held on 20th May 2026**
8. **To consider matters arising from the Minutes of meeting on 20th May 2026**
9. **To receive any matters raised by District/County Councilor**
10. **To discuss and agree any financial matters**

i) To note any receipts and approve the expenditure for up to end of September 2026
ii) To note the bank reconciliation up to end of September 2026.
iii) To approve annual pay increase for the clerk backdated to 1.4.26

10. Planning Matters

i) **To consider any new planning applications**
26/01123/DDD - for work to dead/dying trees – Claybrooke House – approved 5.8.26

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
25/00955/OUT – Erection of 9 self-build houses at Wells Close. Appeal lodged to Planning Inspector 1.7.26

11. **To discuss Councillor or other training**
12. **To receive an update and discuss business relating to the Joint Burial Committee;** to approve the minutes from the meeting on 28th August 2026; to approve the increase in cemetery fees with effect from 1.1.27
13. **To discuss funding from the Ward Members/Rural grants**
14. **To approve spend for Remembrance Day wreath**
15. **To receive any correspondence and agree actions**
16. **Any other business**
17. **Date of the Next Meeting**

Signed by Patricia Nunn – Parish Clerk/RFO 1.10.26