**CLAYBROOKE PARVA PARISH COUNCIL**

Minutes of the Meeting of Claybrooke Parva Parish Council held on 12th September 2018 in The Old School Hall, Claybrooke Parva commencing at 7.30p.m.

In attendance: Councillor R. Harrop (Chair), Councillor C. Allen, Councillor G. Macarthur, Councillor S. Milnes, Councillor I. Robertson

P. McCray (Clerk to the Council/RFO), Councillor R. Page (District Councillor) The meeting was attended by 6 members of the public

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| **Minute Number** | **Item** |
| 1 | **Welcome**  The Chairman welcomed those present. |
| 2 | **Apologies**  No apologies were received. |
| 3 | **Declaration of Members Interests**  No Declaration of Members Interests were made. |
| 4 | **Public Participation**  a i) The Council was advised that brambles overhanging the footpath near Claybrooke Stables were a hazard.  ii) The Council was asked who their representative on the MPisBE is.  Cllr. Robertson advised that he had dealt with matters relating to this and had no objection to being the formal representative of Claybrooke Parva PC |
| 5 | **Minutes of the Meetings**  The Council **RESOLVED** to accept as a true record the minutes of the meeting held on 20th June 2018 |
| 6 | **Update on County & District Matters**  District Cllr. Page gave a verbal report on current County and District matters and continues to keep the Council updated and informed on county and district matters via email. |
| 7 | **Finance**   1. The Council received and **VERIFIED** the Bank Reconciliation as at 27th August 2018 with a closing balance of **£ 5265.76** The RFO advised that since reconciling the account the Precept September 2018 in the sum of £2,100 had been paid by BACS and the payment of £214.24 in respect of a refund against VAT had been paid by BACS. These would be shown on the next Bank Reconciliation. 2. The Council **NOTED** the cheques paid since the last meeting as itemised on the Agenda. 3. The Council considered expenditure against budget to date. |
| 8 | **General Data Protection Regulation**   1. The Council reviewed and **ADOPTED** the: Subject Access Request Policy. 2. The Council **RESOLVED** to register Claybrooke Parva Parish Council with the Information Commissioner’s Office (ICO) in order to comply with GDPR |
| 9 | **Planning**   1. The Council considered 18/01353/FUL – Change of use from parcel of pasture land to form garden, stables, sand school and hard standing and **RESOLVED** that it had no objection to the proposal on the basis that it was for personal use only**.** 2. Update 17/02031/FULChange of use of land for siting of caravans to provide 3 No. Gypsy & Traveller pitches and conversion of existing building to day room. The Application which had been refused had been re submitted under reference 18/01350/FUL. The Council considered the additional report provided and found the photographs showing the route from Spinney View Farm to Ullesthorpe to be misleading. The Council agreed to take photographs and submit these along with their formal objection based on previous objections. 3. The Council noted that the following applications had been received since the publication of the Agenda. 18/0417/TCA – The Belfry Main Road Claybrooke Parva. Works to trees.   The Council had no objections to the proposal.   1. 18/01413/VAC – Watling House Watling Street Claybrooke Parva. Variation of conditions 3 (traffic management plan) and 7 (opening hours) of 17/01080/FUL to extend opening hours to 24 hours.   The documentation was received by the Council who would deliberate and formulate a response within the specified timescale. |
| 10 | **Correspondence**  The Council **NOTED** three items of correspondence as itemised on the Agenda. |
| 11 | **Community Activity/Enhancement**   1. Salt Bins – It was **NOTED** that this matter would be tabled for re reconsideration at a future date. 2. Scarecrow Competition – It was **NOTED** that this was an event to be considered for 2019 and would be tabled at a future date with consideration to be given to joining forces with the adjoining Parish of Claybrooke Magna. |
| 12 | **Environmental Issues**   1. The Council **RESOLVED** to appoint Rich & Carr Solicitors, Lutterworth to act on behalf of Claybrooke Parva Parish Council and instruct them to file Voluntary Registration of the parcel of land previously known as The Green, Claybrooke Parva with HM Land Registry.   The Council **RESOLVED** to appoint the Chairman Claybrooke Parva Parish Council and the Parish Clerk as joint signatories for any/all documentation relating to the Voluntary Registration of the parcel of land previously known as The Green, Claybrooke Parva with HM Land Registry.  The Council **AGREED** that the value of land previously known as The Green, Claybrooke Parva would be declared at a sum no greater than £80,000.   1. The Council considered correspondence received in response to its offer to replace the Memorial Trees and **NOTED** that the offer had been rejected.   The Council **RESOLVED** to replace the Memorial trees as referred to in Minute 12 of the meeting held on 20th June 2018 and to authorise expenditure for the replacement trees and planting not to exceed £200.  The Clerk was asked to convey this **RESOLUTION** to the parties concerned and advise that the offer would remain open until the 30th September. No further offer was to be made. Legal advice had been sought by the Council. |
| 13 | **AOB at Chairman’s Discretion**   1. The Council **NOTED** correspondence had been received since issuing the AGENDA from DGA Marketing regarding Google Chrome Browser Upgrade Security Announcement. This would be included on the AGENDA for the next meeting. 2. The Clerk was asked to investigate and report back to the Council on the possibility of transferring the Council’s Bank Accounts to another provider. This would be included on the Agenda for the next meeting. |
|  | **The next meeting will be held on 14th November 2018** |

The meeting ended at 8.55pm

Signed...R. Harrop..........................................................Date.......21st November 2018.........................