**CLAYBROOKE PARVA PARISH COUNCIL**

Parish Clerk, 27 Coventry Road, Lutterworth LE17 4RE

Meeting to be held on Wednesday 14th March 2018 at 7.30pm

in the School Hall, Claybrooke Parva

Councillor: R. Harrop *(Chairman)*

Councillors: C. Allen, G. Macarthur, S. Milnes, I. Robertson

You are summons to attend the next meeting of the Claybrooke Parva Parish Council when the following items will be raised for discussion.

**A G E N D A**

1. Welcome

2. Apologies of Absence

 3. Declaration of Members Interests

4. Acceptance of Minutes of Meeting on 6th December 2017

 Acceptance of Minutes of Extraordinary Meeting on 16th February 2018

5. Public Participation

(15 minute duration no speaker to speak for more than 3 minutes on any one subject)

 6. County & District Matters – *Councillor R. Page*

7. Finance

* + To agree the appointment of Mike Spence as internal auditor for year ending 31st March 2018
	+ To agree the appointment of PKF Littlejohn as external auditors for the Parish Council for the year 2018/19
	+ Update on current situation regarding cheque signatories and access to bank account by Parish Clerk

8.To appoint contractor for grass cutting and general tidy up following withdrawal of services by A. Latham

 + 9. Planning

Update: 17/02031/FUL – Change of use of land for siting of caravans to provide 3 No. Gypsy & Traveller pitches and conversion of existing building to day room

Consider: 18/0093/FUL – erection of extension to clubhouse, installation of a golf driving range, pitching area and putting green

 10. Correspondence

11. Community Activity/Enhancement

 First World War Centenary Commemorative Bench

 Litter Pick March

 Defribulator

12. AOB at Chairman’s discretion

 13. Date of Next Meeting

9th May 2018

Philippa McCray – Parish Clerk/Responsible Financial Officer

8th March 2018