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| CLAYBROOKE PARVA PARISH COUNCIL | PARISH CLERK: Philippa McCray 27 Coventry Road, Lutterworth. LE17 4RE Tel: 01455 552769 Email: claybrookeppc@gmail.com W:claybrookeparvaparishcouncil.co.uk |
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NOTICE OF MEETING

Notice is given that the Meeting of CLAYBROOKE PARVA PARISH COUNCIL will be held at the School Hall, Claybrooke Parva on WEDNESDAY 21st November 2018 at 7.30pm and members of the Council are summoned to transact the business shown on the Agenda (see below).

All meetings of the Council are open to the public and they are welcome to attend. There is a Public Participation item at which members of the public may make comment or ask questions about matters relating to the work of the Council.

Philippa McCray

Philippa McCray
Parish Clerk
8th November 2018

A G E N D A

- 1. Welcome**
- 2. Apologies of Absence**
- 3. Casual Vacancies for Councillors**
 - a) Resignation of Cllr. Milnes**
 - b) Impending resignation of Cllr. Harrop**
- 4. Declaration of Members Interests**
- 5. Community Concerns**
- 6. Public Participation (15 minute duration)**
- 7. Acceptance of Minutes of Meeting held on 12th September 2018**
- 8. Update on County & District Matters**
- 9. Finance**
 - a) To receive and approve the Bank Reconciliation as at 31st October 2018**

b) Payments:

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| 933 | £733.02 | Broxap Ltd | General Purpose Bins |
| 934 | £40.00 | ICO | Registration Fee DP |
| 935 | £150.00 | P.McCray | September Salary |
| 936 | £34.60 | E On | Street Lighting |
| 937 | £50.00 | Rich & Carr | HM Land Registry Reg Fee |
| 938 | £324.00 | The Gardener | Grass cutting Aug/Sept |
| 939 | £100.00 | P McCray | October Salary |
| 940 | £50.00 | RBL | Poppy wreath donation |
| 941 | £13.35 | E On | Street Lighting |

- c) To consider expenditure against budget to date to date
- d) To consider Budget 2019/20
- e) To consider deferring decision to move bank accounts until 2019.
- f) **RESOLUTION:** To adopt Financial Regulations (update to existing Financial Regulations as amended 2017)

10. RESOLUTION to deposit Parish Meeting Books with Leicestershire County Records Office.

11. Standing Orders

RESOLUTION : To adopt updated model standing orders as issued by the National Association of Local Council (NALC) which reference new legislation introduced after 2013 when the last model standing orders were published. These will replace the existing Standing Orders as adopted by Claybrooke Parva Parish Council May 2016

11. Planning

- a) To note the following planning applications received since the last meeting and consider any received since issuing of the Agenda.
- 18/01745/TCA | Works to trees (fell) | Waverley House 4 Claybrooke Court Claybrooke Parva LUTTERWORTH Leicestershire LE17 5AP (Pending Consideration) – No Objection from Parish Council
 - 18/01550/TCA | Work to trees (fell) | Claybrooke House Church Lane Claybrooke Parva Leicestershire LE17 5RN (Approved) – No objection from Parish Council
 - 18/01417/TCA | Works to trees | The Belfry Main Road Claybrooke Parva Leicestershire LE17 5AE (Approved) – No objection from Parish Council
- b) Update:
- 18/01413/VAC | Variation of Conditions 3 (traffic/management plan) and 7 (opening hours) of 17/01080/FUL to extend opening hours to 24

hours | Watling House Watling Street Claybrooke Parva Leicestershire LE17 5BE (Pending Consideration) Parish Council Objected

- 18/01350/FUL | Change of use of land for siting of caravans to provide 3 no. Gypsy and Traveller pitches and conversion of building to day room (resubmission of 17/02031/FUL) | Spinney View Farm Main Road Claybrooke Parva Leicestershire LE17 5AE (Approved) Parish Council Objected

12. Correspondence

- Email received from parishioner (4th November 2018) with complaint re Burial Ground – referred enquirer to Clerk to the Burial Board
- Email received from parishioner (26th October 2018) regarding Conveyance of the land known as The Green (Pending)
- Letter received from parishioner (23rd October 2018) further to ongoing complaints – Pending
- Email received from parishioner (4th October 2018) regarding location of new general purpose waste bins (Responded)

13. Community Activity/Enhancement

- a) Update on Community Garden/Working Party

14. Environmental Issues

- a) Update on Registration of parcel of land previously known as The Green, Claybrooke Parva with HM Land Registry.

15. AOB at Chairman's discretion

16. Resolution to exclude the public from the meeting to consider:

- a) **Resignation of Parish Clerk/Responsible Finance Officer**
- b) **Legal action against Claybrooke Parva Parish Council**

The next meeting will be on Wednesday January 9th

Please note the following provisional meeting dates for 2019:

March 19th 2019

May 8th 2019

July 10th 2019

September 11th 2019

November 13th 2019

