**Claybrooke Parva Parish Council**

**Meeting to be held on Wednesday 15th January 2020 at 7.30 pm in the School Hall**

**All meetings are open to the public and they are welcome to attend.**

**Agenda**

1. **Members present**
2. **Apologies for absence**
3. **Public Participation**
4. **Disclosure of personal interests**

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial.

1. **Approval of Minutes of last meeting held on 13th November 2019**
2. **Matters Arising from the Minutes of meeting on 13th November 2019**
3. **Chairman’s Announcements**
4. **Matters raised by District/County Councillor**

1. **Finance**
2. Payments/ Receipts
3. Bank reconciliation
4. Budget approval
5. Precept 2020/21
6. Auditor of accounts April 2020

1. **Planning**
2. **New/unresolved planning applications**

19/01790/CLU - Wells Close, Woodway lane – certificate of lawfulness for existing land for siting of residential caravans

19/01841/CPD and 19/01857/PDN – Spinney View Farm – change of use

19/01871/FUL – Change of use from pasture to garden- Claybrooke hall

ii) **Other/ Ongoing planning matters**

17/00436/FUL – access gates to Claybrooke Hall

19/00250/OUT – Lutterworth East

1. **Councillor or Other Training**

1. **Matters Arising**
2. Historical board for village green update
3. Litter pick date for 2020
4. Statement of Community Involvement reply
5. A5 Safety issues
6. Re-design of village green
7. Summer event
8. Maintenance of flower pots and area by village signs
9. Grass cutting contract
10. Asset register
11. Adoption of documents

* Asset register policy
* Equal Opportunities Policy
* Risk assessment
* Health and safety policy

1. Revised Code of Conduct
2. Dates of next meetings
3. **Correspondence**

**14. AOB (at Chairman’s discretion)**

**15. Date of Next Meeting**

Wednesday 18th March 2020 at 7.30pm