**Claybrooke Parva Parish Council**

**Minutes of Council Meeting held on Wednesday 11th November 2020 at 7.30 over zoom due to coronavirus pandemic.**

1. **Members Present**

 Cllr Neil Blackhall (NB), Vice Chair (Acting Chair), Cllr David Coventry (DC), Cllr Carl Fulcher (CF), Cllr Andrew Briggs (AB), District and County Cllr Rosita Page (RP) and Patricia Nunn (PN), Parish Clerk

There were 0 members of the public present.

**2. Apologies for Absence**

 Apologies received from Cllr Graham Hart which were accepted by **resolution** proposed by NB and seconded by AB.

1. **Public Participation**

No items were raised.

1. **Disclosure of Personal Interests**

 There were no disclosures.

1. **Minutes of last meeting held on8th July 2020**

Proposed by NB and seconded by CF and **resolved** **to** accept as an accurate record and to be signed after the meeting by NB.

1. **Matters Arising from Previous Minutes on 8th July 2020**

There were not any matters arising.

1. **Chairman’s Announcements**

None.

1. **Matters raised by District/County Councillor**
* HDC continue to support older and vulnerable people during the pandemic.
* HDC Leisure Centre is now being used as a COVID testing centre.
* Leicestershire Health is doing well with track and trace and testing.

 RP provides regular email updates and information prior to the meeting of the Parish Council and all matters have been noted.

1. **Finance**
2. **Payments and receipts:**

 **Payments**

1. Payment to the Gardener for 2 cuts (June and July). Inv 289 162.00
2. Expenses P Nunn. Printer paper £5.99, printing costs 36.15

 (July, Aug, Sept, Oct, Nov)) 4 x £1.99 per month; stamps £7.80.

 4 journeys for cheque signing/meeting 8 mile at 45ppp – £10.80)

1. Payment to the Gardener for 2 cuts (July and Aug). Inv 298 162.00
2. Payment to Eon for repair and replacement of light by 250.80

 Rush Cottage

1. Payment to P Nunn (3months salary –Jul-Sept) 239.30
2. Payment to HMRC (3 months tax Jul-Sept) 59.80
3. Payment to Ladywell Accountancy – annual payroll 34.00

 services.

1. Payment to Information Commissioner (annual fee) 40.00
2. Payment to Eon (annual electricity fee) 41.52
3. Payment to The Gardener (2 cuts Aug/Sept) 162.00
4. Payment to Eon for electricity July- Sept) 16.52
5. Payment to Royal British legion for poppy wreath. £17 + £8 25.00

 donation.

1. Payment to P Nunn – salary (Oct- Dec) 244.40
2. Payment to HMRC (3 months tax Oct-Dec) 61.00

**Total payments: £1534.49**

**Receipts**

Interest (reserve account) £0.12

Half year precept £2475.00

**Total receipts £2475.12**

Proposed by NB and seconded by ABand **Resolved** that the payments to be paid and receipts noted.

ii) **Bank Reconciliation**

Submitted for end of October showing bank reconciliations on both accounts. To be signed by NB.

**Balances:**

Current account £3995.62

Reserve account £3726.54

 Proposed by NB, seconded by CF, to be approved**. Resolved.**

1. **Pay Increase for clerk –** the National Local Govt. pay award was agreed at 2.75% in September. The Clerk was awarded 2% in April. It was proposed by NB, and seconded by CF, to pay PN the additional 0.75% backdated to April. **Resolved.**
2. **Budget 2021/22-** the proposed budget was discussed which would result in not changing the precept from 2020/21. This was proposed by NB to be accepted, seconded by AB. **Resolved.** PN to send proposed precept to HDC in January 2021**.**

**10. Planning**

 i) **New /Unresolved planning applications**

**20/00605/FUL** – Woodway Lane, Claybrooke Parva.- amended plans submitted July 2020. The owner has since put the land up for auction.

**20/00978/TCA**- work to trees (fell) at Claybrooke House. No objection.

**20/01540/TCA** – The Belfry, main road. Works to trees. No objection

 ii) **Other/ Ongoing planning matters**

 **Magna Park MOT and fuel station-** noted.

 **19/00250/OUT** – Lutterworth East. Application agreed at July meeting by HDC but being called in by A Costa. Noted.

**11. Councillor or Other Training**

 Wait until can actually attend, not virtually. To be discussed at next meeting.

**12. Burial Board Update**

 **-** There will be an increase to the precept for 2020/21 due to the costs incurred from increased burials due to pandemic. There has not been an increase for some years.

- Have been discussions about buying additional land for a cemetery as the current one will be full in about 7/8 years. Discussions are ongoing with land owners.

- Although some money has been made available for the purchase of land from s106, it is likely that the 3 parishes will have to contribute some funds for the purchase of the land. **AB** to consult Burial Board about land on Woodway Lane. **PN** to write to MF copies to all villages.

**13. Matters Arising**

1. **Re-Design of Village Green** – the corner of the green is overgrown. Suggestion of a Community day to clear it. Carry over to next meeting to see if pandemic allows.
2. **Update of website/facebook page** – Too costly to move website provider. There is a facebook page for all 3 villages. This to be looked into. **PN**

**CF left the meeting at 2030.**

1. **VE Day Memorial** – It was agreed that a bench could be purchased and placed near to notice board on Main Road. RP to check if land owned by LCC. Photo to be sent **NB**. Residents to be asked if they agree to the site of a bench. **PN**
2. **Community Funding Application –** an application was submitted to HDC for foliage to be cut back from Claybrooke Magna to Ullesthorpe so that pathway access to and from the school was not encroached allowing for social distancing during the pandemic. Funding was obtained and the work has been completed**.**

**14. Correspondence**

 Scarecrow Nativity Trail – the PC were approached about using the Village Green for some nativity scarecrows at Christmas. This was agreed.

1. **AOB**
2. **Xmas cards** – **PN** to buy 80. Each card will contain a Christmas newsletter. **PN** to draft.
3. **Claybrooke Hall Noise –** the noise levels at the weekend are unacceptable. Use Whats App group for residents to contact HDC independently**. DC**
4. **Overhanging branches –** on Woodway Lane by the junction. Photos to be sent to PN to then report to LCC.

Meeting ended at 2056

**15. Date of Next Meeting**

Wednesday 10th March 2021 at 7.30pm either in the School Hall or by zoom.

To **resolve** that the minutes of the meeting of the Council/committee held on the 11th November 2020, and circulated to all members, be signed as a correct record.

Signature:…………………………………………………………………………….. (Chairman)

Name:……………Graham Hart………………………………………………….

Date:…………………10th March 2021…………………………………

**Action Point 1:** Woodway Lane land to be considered for cemetery. AB. **PN** to write to MF, cc other villages.

**Action Point 2**: Photo of proposed site for memorial bench to be sent to RP. Residents’ views to be sought in Christmas card letter.

**Action Point 3**: Christmas cards to be sourced and then signed by all Cllrs with Christmas newsletter. **PN**

**Action Point 4:** The noise levels at the weekend at Claybrooke Hall are unacceptable. Use Whats App group for residents to contact HDC independently**. DC**

**Action Point 5**: Overhanging brancheson Woodway Lane by the junction. Photos to be sent to PN to then report to LCC.