**Claybrooke Parva Parish Council**

**Minutes of Council Meeting held on Wednesday 19th May 2021 at 7.30**

*The meeting opened with a minute’s silence to remember the passing of HRH the Duke of Edinburgh and also all those who lost their lives during the Covid pandemic.*

1. **Members Present**

Cllr Neil Blackhall (NB), Chair , Cllr Graham Hart Vice Chair (GH), Cllr Andrew Briggs (AB), District and County Cllr Rosita Page (RP) and Patricia Nunn (PN), Parish Clerk

There were 2 members of the public present.

**2. Apologies for Absence**

Apologies received after the meeting from Cllr David Coventry (DC) which were accepted.

1. **Public Participation**

- thanks were given to GH for his work as Chairman over the past 2 years and to the resident who has made land available to the burial board.

- police awareness – there are regular surgeries. Police newsletter to be put on website and on notice board

- Concern was voiced as to whether or not there would be enough access to re-instate haha at Claybrooke Hall.

- Concern raised at lack of responses to planning matters by HDC particularly with Claybrooke Hall issues.

- Is there a Parva representative as a school governor?

- Litter pick – to be postponed until 2022 due to continuing Covid pandemic

- Discussion was had over funding for new cemetery.

- Concern over overgrowth in Spinney and opposite school. Ownership to be established. **NJ**

1. **Disclosure of Personal Interests**

There were none.

1. **Minutes of last meeting held on10th March 2021**

Proposed by NB and seconded by GH and **resolved** **to** accept as an accurate record and signed by NB.

1. **Matters Arising from Previous Minutes on 10th March 2021**

- Overhanging branches on Woodway Lane- done.

- The enforcement and other issues concerning Claybrooke Hall are dealt with in item 10 below.

- Lorries through village to Ullesthorpe Court – Complaints were raised with HDC and are no longer going through Parva. Lorries going through are not part of the development. These have been notified to the Police.

1. **Chairman’s Announcements**

Cllr C Futcher offered his resignation from the Parish Councillor due to work and family commitments. He will still continue as a volunteer updating and amending the website. This was accepted by the PC and thanks were given by the PC and residents for his hard work over the past 2 years.

It was proposed by NB and seconded by AB to advertise the vacancy to co- opt a replacement. **Resolved.**

1. **Matters raised by District/County Councillor**

RP offered her congratulations to NB on his election as Chairman. Also, offered her thanks to the Councillors/Clerk for their hard work and the volunteers helping during the pandemic. Particular thanks to AB for his work on behalf of the burial board.

If interested in litter picking can join the Leicestershire Wombles – details LCC website.

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:**
3. Annual payment to Claybrooke Joint Burial Board 272.24
4. Payment to The Gardener. March cut. 81.00
5. Payment to P Nunn expenses. (Printer costs

April and May – 1.99 x 2 = £3.98; stamps £7.92) 11.90

1. Annual payment to LRLAC 136.05
2. Payment to Eon – Jan- Mar 16.16

**Total payments: £ 517.35 ( paid in April £353.24)**

**Receipts**

14.04.21 Half precept 2475.00

31.03.21 Interest 0.03

30.04.21 Interest 0.03

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

ii) **Bank Reconciliation**

Submitted for end of April 2021 showing bank reconciliations on both accounts.

**Balances:**

Current account £4990.64

Reserve account £3726.72

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

iii) **Approval of Annual accounts report 2020/21 –** proposed by NB, seconded by GH. **Resolved**

iv) **Approval of Annual Governance Statement 2020/21-** proposed by NB, seconded by GH. **Resolved**

v) **Approval of Accounting Statements 2020/21 -** proposed by NB, seconded by GH. **Resolved**

vi) **Approval of Certificate of Exemption 2020/21-** proposed by NB, seconded by GH. **Resolved**

vii) **Approval of internal auditor’s report 2020/21 -** proposed by NB, seconded by GH. **Resolved**

viii) **Exercise of Public Rights –** dates of 14.6.21- 23.7.21proposed by NB, seconded by GH. **Resolved**

ix) **Annual Insurance** – quotes will be sought for next premium in July 2021.

**10. Planning**

i) **New /Unresolved planning applications**

**Complaint ref no. FS 329277940 -** The developer recently has commenced alteration works to lower the public footpath in preparation for the installation of a dropped kerb to facilitate vehicular access to Claybrooke Hall via the ornamental gates. LCC enforcement officer attended site and a letter will be sent to the owner.

Have received no response from HDC**.** LCC highways say that there has not been a licence applied for to drop the kerb but there is no risk to the public. A complaint has been lodged as not being investigated by HDC.

**21/00294/FUL** – Erection of gates, boundary wall and bin store. Claybrooke Hall – PC objected.

**GH/NJ** to put together a bullet point list to cover all issues and complaints on Claybrooke Hall to RP in an effort to resolve the issues.

**21/ 00837/NMA** Removal of chimney an glass apex and change of materials – The Leasowes, Main Road – neutral.

**21/00900/VAC –** Watling House -variation of on number of dogs allowed . PC to object on noise level grounds.

ii) **Other/ Ongoing planning matters**

Enforcement notice for Claybrooke Hall **Reference: 19/00356/DEVS –** change of pasture land/ change of levels.  **Enforcement Notice Reference : EN627.** As not occupied at present there is a reluctance to action by HDC. This to be added to comments to RP.

**19/01871/FUL -Concern was voiced as towhtther or not there would be enough access to re-instate** haha at Claybrooke Hall. The date of compliance has now expired and again HDC seem reluctant to action. Letter to be sent by PC to Normal Proudfoot, copy to RP. **GH/NJ**

**11. Councillor or Other Training**

Next face to face training dates will be published to interested Cllrs.

**12. Burial Board Update**

Matters are progressing over purchase of land and relevant surveys.

**13. Matters Arising**

**Re-Design of Village Green** – It was proposed by NB, seconded by GH and agreed that the overgrown corner should be levelled and grassed. Quotes to be sought **GH/PN.**

**14. Correspondence**

None received.

**15. AOB**

- **Annual village inspection** – to be arranged for July. **PN**

**- The Queen’s Platinum Jubilee tree scheme –** details to be sent to Maurice at the Burial Board as may be of use in new cemetery. **PN**

**- VE Day memorial –** Proposed by GH to buy a memorial bench for village green, seconded by AB**. Resolved. PN**

**- Speeding through village-** near miss on bend – report to LCC**. PN**

**- Claybrooke Hall exit –** the new high wall makes it dangerous for pedestrians crossing access.

Meeting ended at 2058

**16. Date of Next Meeting**

The next Parish Council meeting will be held on Wednesday 6th October 2021 at 7.30pm in the School Hall.

To **resolve** that the minutes of the meeting of the Council/committee held on the 19th May 2021, and circulated to all members, be signed as a correct record.

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

Name:……………Neil Blackhall…………………………………………

Date:…………………6th October 2021…………………………………

**Action Point 1:** A bullet point list to be put together concerning all issues and complaints on Claybrooke Hall to RP in an effort to resolve the issues. **GH/NJ**

**Action Point 2:** Letter to be sent by PC to Normal Proudfoot, copy to RP, over reluctance of HDC to action reinstatement of haha despite enforcement period having expired. **GH/NJ**

**Action Point 3:** Quotes to be sought to level and grass corner of green. **GH/PN.**

**Action Point 4**: Concern over overgrowth in Spinney and opposite school. Ownership to be established. **NJ**

**Action Point 5:** Annual village inspection – to be arranged for July. **PN**

**Action Point 6:** Details of The Queen’s Platinum Jubilee tree scheme to be sent to Maurice at the Burial Board. **PN**

**Action point 7:** A VE Day memorial bench for village green to be purchased**. PN**