**Claybrooke Parva Parish Council**

 **Minutes of Council Meeting held on Wednesday 20th October 2021 at 7.30 in school hall**

1. **Members Present**

 Cllr Neil Blackhall (NB), Chair , Cllr Graham Hart Vice Chair (GH), Cllr Andrew Briggs (AB), Cllr David Coventry (DC), and Patricia Nunn (PN), Parish Clerk

There were 2 members of the public present.

**2. Apologies for Absence**

 District and County Cllr Rosita Page (RP). Apologies were accepted.

1. **Public Participation**

- **Burial board -** next meeting date - 6.4.22. Can residents attend. **AB** to find out.

 Why is there to be an arboretum in cemetery extension? To be discussed at meeting on 30.10.21 with NJ and Burial Board.

- **Spinney View Farm** -NJ withdrew item 1 in section 10ii)

- **Illegal dumping** at Wells Close, Woodway Lane- to be reported. **PN**

- Can residents do litter picking? Is there equipment? Yes there is equipment available and any information to be sent to NJ/RM. **PN**

1. **Disclosure of Personal Interests**

There were none.

1. **Minutes of last meeting held on19th May 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 19th May 2021**

- List of issues about Claybrooke Hall was completed by RP.

- **Claybrooke Hall** - an appeals inspector visited site in September and due to report in November. PC will await their response.

- Quotes have been obtained for clearing village green corner. Awaiting funding information.

- The Sykes Trust owns spinney opposite school. The trust to be contacted about overgrown

 vegetation. **PN**

- **The annual village inspection** was carried out 16.6.21. Potholes were reported to LCC.

- JBB were sent details about Queen’s Platinum Jubilee tree scheme.

- **Memorial bench** – linked in with funding application for village green.

1. **Chairman’s Announcements**

An application to become a Parish Councillor was received from Ray Middlemas (RM). It was proposed by GH that this application be accepted, and seconded by DC. **Resolved.**

RM was duly co-opted as a Parish Councillor with immediate effect and joined the meeting. The relevant acceptance forms were signed after the meeting.

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

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. Payment to BHIB – annual insurance premium 252.01
4. Payment to P Nunn expenses. (Printer costs

June, July, Aug and Oct (1.99 x 4 = £7.96) ; fuel to attend 29.68

May/September meetings, annual village inspection in June and

meeting about green (4 x 8 x45p = £10.80); cost for bollard key

cutting £3.00; stamps £7.92)

1. Payment to HMRC – clerk’s tax Apr-Jun 60.20
2. Payment to P Nunn – salary Apr-Jun 241.00
3. Payment to the Gardener – grass cutting April, May and 324.00

 June (4 visits)

1. Payment to Eon ( Apr-Jun charge) 16.34
2. Payment to the Gardener – grass cutting June, July x2 (3 visits) 243.00
3. Payment to Information Commissioner’s Office ( Data

 Protection) 40.00

1. Payment to Berrys for planning consultant (Spinney View Farm) 648.00
2. Payment to HMRC – clerk’s tax Jul- Sept 60.20
3. Payment to P Nunn – salary Jul- Sept 241.00
4. Payment to Eon ( annual lighting maintenance) 41.52
5. Payment go Eon – quarterly electricity bill (Jul-Sept) 17.31
6. Payment to the Gardener – grass cutting Aug- Sept (3 visits) 243.00

 **Total payments: £ 2457.26**

**Receipts**

 28.05.21 Interest 0.03

30.06.21 Interest 0.03

31.7.21 Interest 0.03

30.08.21 Contribution to planning consultant by CMPC 250.00

31.08.21 Interest 0.03

13.09.21 Half precept 2475.00

01.10.21Wayleave payment 4.60

30.09. 21Interest 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 September 2021 showing bank reconciliations on both accounts.

**Balances:**

Current account £5485.98

Reserve account £3726.87

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

**10. Planning**

 i) **New /Unresolved planning applications**

 **21/00978/FUL** – change of use of land to cemetery extension . Supported.

 **21/01001/PDN** – Spinney View Farm - Change of use from agricultural building to dwelling house. Objected. 23.6.21 **Refused.**

 Consultancy fees to support objection were proposed by G Hart and seconded by DC. **Resolved.** This decision was originally agreed in writing via e mail.

 The PC offered a vote of thanks g to Steve Rees, Nicholas Jenkins, Ruth Coventry, Lucy Tankard and Claybrooke Magna PC for their help and support on the above objection

 - **21/01656/TCA** – the Orchard Main Road – Fell tree- Neutral

 ii) **Other/ Ongoing planning matters**

Enforcement notice for Claybrooke Hall **Reference: 19/00356/DEVS  Enforcement Notice Reference : EN627** – await response from Appeals Inspector.

**Claybrooke Hall** wall height – as on private land, LCC will take no action.

**Spinney View Farm –** application was refused. Another application for L shaped barn may be submitted which may be decided based on use (either equestrian or agriculture/ equestrian mixed). This to be established from HDC**. GH/PN**

**11. Councillor or Other Training**

 No training needs at this time.

**12. Burial Board Update**

- The purchase of the new cemetery land is now complete.

 - After announcing M Howell’s retirement a new clerk has been appointed, Tracey Garton, who will be working alongside Maurice for the next 6 months. Also, a new chair has been appointed, Mrs J Butcher.

 - All the issues raised by NJ to the Burial Board and Parish Council will be discussed at the meeting between NJ and members of the burial board on 30th October. A report back on this meeting to be given at the next meeting.

**13. Matters Arising**

 **Re-Design of Village Green** – 3 quotes have been obtained for this. It was proposed by NB and seconded by GH that an application for community funding will be put in once statement of need have been received from residents**.** **Resolved.** A refurbished bench has been offered by the church and acceptance of this offer will be decided at the next meeting.

 **- Overgrown vegetation on Main Road**- completed. Cuttings left at roadside – to be reported to LCC. **PN**

 **- Queen’s Platinum Jubilee celebrations 3.6.22.** – The PC will consider any suggestions. To be put on Whatsapp to obtain suggestions. **DC**

 - **Scarecrow Nativity** – to be held 18/19th December

 - **Remembrance services**– held on 14.11.21 and wreath to be laid by GH.

 **14. Correspondence**

 TTRO received for water works repairs to be completed on Western drive on 1st November for 2 days.

 **15. AOB**

- Overgrown hedge opposite Cream Cottage is too wide and high. Sykes trust to be contacted to cut. **PN**

**- Woodyard, Claybrooke Magna –** resident wishes a reply to her concern**.**

**- Highway Improvements –** RP has £800 available to all parishes for road signage etc. Suggest drive slowly signs. Village entry gates suggested by DC. Quotes to be obtained**. PN**

Meeting ended at 2100

**16. Date of Next Meeting**

The next Parish Council meeting will be held on Wednesday 1st  December 2021 at 7.30pm in the School Hall.

To **resolve** that the minutes of the meeting of the Council/committee held on the 20th October 2021, and circulated to all members, be signed as a correct record.

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

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

Date:…………………1st December 2021…………………………………

**Action Point 1:** Can residents attend Burial Board meetings**? AB**

**Action Point 2:** Information about litter wombles to be obtained. **PN**

**Action Point 3:** Report of extent of rubbish left at Woodway Lane to be reported. **PN**

**Action Point 4**: The Sykes trust to be contacted about overgrown vegetation in Spinney. **PN**

**Action Point 5:** Spinney View Farm – question of use to be established of either equestrian or agriculture/ equestrian mixed. **GH/PN**

**Action Point 6:** Tree cuttings left at roadside – to be reported to LCC. **PN**

**Action point 7:** Ideas for the Queen’s Platinum Jubilee celebrations to be put on Whatsapp to obtain suggestions. **DC**

**Action Point 8:** Drive slowly signs/gates quotes to be obtained**. PN**