**CLAYBROOKE PARVA PARISH COUNCIL**

Minutes of the Meeting of Claybrooke Parva Parish Council held on 14th March 2018 in the School Hall, Claybrooke Parva commencing at 7.30 p.m.

In attendance: Councillor R. Harrop (Chair), Councillor C. Allen,

Councillor G. Macarthur, Councillor I. Robertson, P. McCray (Parish Clerk)

5 members of the public attended

| **Minute Number** | **Item** |
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| 18/21 | **Welcome**  Councillor Harrop welcomed everyone to the meeting. |
| 18/22 | **Apologies for Absence**  Apologies received from Councillor Milnes and District Councillor Page. |
| 18/23 | **Declaration of Members Interests**  No Declaration of Members Interests were made. |
| 18/24 | **Approval of Minutes of Meeting held on 18th January 2018**  RESOLVED that: Minutes of the Meeting of Claybrooke Parva Parish Council held on 18th January 2018 be approved as a true record and signed by the Chairman.  **Approval of Minutes of Extraordinary Meeting held on 16th February 2018**  RESOLVED that: Minutes of the Extraordinary Meeting of Claybrooke Parva Parish Council held on 16th February 2018 be approved as a true record and signed by the Chairman. |
| 18/25 | **Public Participation**  An update on Planning Application 17/02031/FUL was requested. The meeting was advised that the application was unlikely to come before the Planning Committee until a number of reports found lacking from the application had been submitted. These included the ecology surveys, site plan and others.  Concern was expressed over waste collection from the site in the event that the proposal was accepted. Councillor Harrop asked the Clerk to make enquires from Harborough District Council (HDC).  The question was asked as to the rate of Council Tax to be levied for the proposed Day Room facility etc.  The question was asked as to whether there would be further public consultation once the requisite reports had been made available. The Clerk was asked to contact Chris Brown at HDC. |
| 18/26 | **County & District Matters**  It was acknowledged that Councillor Page maintained regular email contact and kept the Parish Council advised of matters of importance. |
| 18/27 | **Finance**  RESOLVED that: Mike Spence be appointed as internal auditor for the year ending 31st March 2018. The cost of which would be £110.  RESOLVED that: Claybrooke Parva Parish Council will not submit an Annual Governance and Accountability Return (AGAR) to PKF Littlejohn (appointed external auditor) for year ending 31st March 2018 but will submit an exemption form.  Accounts for payment:  The following were approved for payment with cheques held pending a second signatory being available:  LRALC – Councillor Training £40  LRALC – Clerks Training 1 & 2 + Project Funding training £ 150  Claybrooke Joint Burial Board - £249  Councillor Harrop to query the increase in the Burial Board precept which was considerably higher than the previous year.  Ray Middlemas was thanked for his donation of £50 towards the cost of producing the newsletter.  Councillor Harrop updated the meeting on the situation regarding the Nat West Bank Current Account and the delay in gaining access for he and the Clerk to the online banking service since the resignation of the previous Clerk along with the request to add Councillors Allen, Macarthur and Robertson as additional cheque signatories.  Reserve Account Balance £3712.97  Current Account Balance £2181.98  Transparency Fund £1378.90 – Training and development of the website still to take place. Balance £802.43 |
| 18/28 | **To appoint contractor for grass cutting and general tidy up following withdrawal of services by A. Latham**  Quotations had been received from: Timothy Living’s Garden Maintenance & The Gardener  The Clerk was asked to obtain a further quote from each for the removal of the large leaf pile by the church wall and removal of wood chippings from alongside the leaf pile.  RESOLVED that: Once received the quotes would be circulated to Councillors by email and a decision would be made as to which contractor to appoint. |
| 18/29 | **Planning Applications**  Councillor Harrop advised that residents had, as promised received notification of the Council’s response to Planning application 17/02031/FUL in the form of a door drop. It was acknowledged that residents on Watling Street and Woodway Lane had not received the door drop.  18/00093/FUL Erection of an extension to clubhouse, installation of a golf driving range, pitching area and putting green at Ullesthorpe Court, Froslesworth Road, Ullesthorpe.  The council had no objection in principle but wished to question the light that may be emitted from the driving range.  The 106 agreement was discussed and questions were raised as to whether Claybrooke Parva could gain financial compensation retrospectively due to HGVs passing through Claybrooke Parva. |
| 18/30 | **Correspondence**  The Clerk had nothing to report  Councillor Harrop passed a letter to the Clerk regarding the Freedom of Information Request. Councillor Harrop had visited the sender and the matter was currently on hold. |
| 18/31 | **Community Activity/Enhancement**  **Annual Litter Pick** to take place on Sunday 25th March at 10.00am  **First World War Centenary Bench**. The Clerk had not progressed this. Ray Middlemas offered to make a bench if required. Councillor Harrop thanked him and advised no decision had been taken yet as to how to proceed.  **Defribulator**. The Clerk advised that the school had agreed in principle to the school wall being used to site a defribulator, however, costs for purchase and maintenance were still to be determined before a decision could be made as to whether the council should go ahead. |
| 18/32 | **AOB**  The Clerk was asked to enquire about the cost of providing street lighting between Claybrooke Parva and Claybrooke Magna.  It was acknowledged that the abandoned fire engine in Woodway Lane had now been removed.  The Clerk advised that she had not yet given Councillor Allen details of historical information regarding Green Lane but would do so ahead of the next meeting. |
| 18/33 | **Dates of Future Meetings**  Wednesday 9th May AGM at 7.00pm followed by Ordinary Meeting at 7.30pm  Wednesday 11th July  Wednesday 12th September (TBC)  Wednesday 14th November (TBC)  All meetings to be held in the School Hall, Claybrooke Parva unless advised otherwise. |

The meeting ended at 8.37 p.m.

Signed……………………………………………………………………………………………………………..Date…………………………..