

CLAYBROOKE PARVA PARISH COUNCIL

Minutes of the Meeting of Claybrooke Parva Parish Council held on 21st November 2018 in The Old School Hall, Claybrooke Parva commencing at 7.30p.m.

In attendance: Councillor R. Harrop (Chair), Councillor C. Allen, Councillor G. Macarthur, Councillor I. Robertson

P. McCray (Clerk to the Council/RFO). The meeting was attended by 7 members of the public

Minute Number	Item
1	Welcome The Chairman welcomed those present.
2	Apologies Apologies were received from District Councillor R Page.
3	Casual Vacancies for Councillors a) Resignation of Cllr. Milnes The Chairman thanked Cllr. Milnes for the work she had done whilst a member of Council. Thanks were given from the floor. Notices for the Casual Vacancy had been posted on the village noticeboard and on the website. b) Impending resignation of Cllr. Harrop The Chairman advised that he was moving house and would be leaving the village within the next few weeks. He intended to resign at the end of the meeting. Cllr. Robertson thanked the Chairman on behalf of the Council for all that he had done during his time in office and for the support he had given. Thanks were given from the floor.
4	Declaration of members Interests There were no declarations.
5	Community Concerns

	<p>The Council RESOLVED to add Claybrooke Parva Parish Council's name to a letter (currently in draft format) regarding the growing concerns of businesses and local residents regarding local Gypsy and Traveller sites particularly in relation to the Mere Lane, Ullesthorpe site.</p> <p>Cllr. Robertson attended a cross parish meeting held on November 1st 2018 and reported to the meeting.</p> <p>Cllr. Roberson reported to the meeting as Council representative of the Magna Park is Big Enough campaign.</p>
6	<p>Public Participation</p> <p>a) A member of the public expressed a view regarding Council Tax levied on the Gypsy & Traveller Community and what is considered to be an unwillingness to address this issue or provide evidence of collection/enforcement of collection of taxes due by HDC.</p>
7	<p>Acceptance of Minutes of Meeting held on 12th September 2018.</p> <p>The Council RESOLVED to accept as a true record the minutes of the meeting held on 12th September 2018.</p>
8	<p>Update on County & District Matters</p> <p>District Cllr. R Page was not in attendance but it was NOTED that she continues to keep the Council updated by email.</p>
9	<p>Finance</p> <p>a) The Council received and VERIFIED the Bank Reconciliation as at 31st October 2018 with a closing balance of £6,078.38.</p> <p>b) The Council NOTED the cheques paid since the last meeting as itemised on the Agenda.</p> <p>c) The Council considered expenditure against budget to date.</p> <p>d) The Council considered the draft Budget for 2019/20 prepared by the RFO.</p>

	<p>e) The RFO advised that the council defer a decision to move bank accounts until 2019. The Council NOTED the advice.</p> <p>f) The Council RESOLVED to adopt Financial Regulations (update to existing Financial Regulations as amended 2017)</p>
10	<p>Resolution to deposit Parish Meeting Books with Leicestershire County Records Office (CRO).</p> <p>The Clerk advised that the CRO had agreed to accept the books should the Council resolve to deposit them. The books in question are described as:</p> <p>Item 1 Linen bound (leather spine) book. Printed Pages Local Government Act 1894 First Meeting recorded: Parish Meeting held on December 4th 1894 held at The National School Claybrooke Parva (under the Local Government Act 1894) Final Meeting recorded: Parish Meeting held on Wednesday 25th April 2007 in Claybrooke School Hall.</p> <p>Item 2 Linen Bound book This book has just ten pages containing the (hand written) minutes of the Annual Parish Meetings of 2008 - 2011. The remainder of the book contains blank pages</p> <p>The Council RESOLVED to deposit the books as described on Indefinite Loan with the CRO.</p> <p>The Clerk completed the Receipt For New Accessions form as supplied by the CRO and agreed to deposit the books prior to the 31st December 2018.</p>
11	<p>Standing Orders</p> <p>The Council RESOLVED to adopt the updated model standing orders as issued by the National Association of Local Council (NALC) which reference new legislation introduce after 2013 when the last model standing orders were published. These will replace the existing</p>

	Standing orders as adopted by Claybrooke Parva Parish Council May 2016
12	<p>Planning</p> <p>The Council NOTED the planning applications received since the last meeting as itemised on the Agenda.</p>
13	<p>Correspondence</p> <p>The Council NOTED the correspondence as itemised on the Agenda.</p>
14	<p>Community Activity/Enhancement</p> <p>a) The Chairman thanked those members of the public and the Clerk for their work on Saturday November 10th to clear an area of the Green and free it of weeds. The area will be sprayed with a weed suppressant in preparation for a delivery of top soil early in the new year. The area will then be ready for planting in the spring.</p>
15	<p>Environmental Issues</p> <p>a) The Council NOTED that the registration of the parcel of land previously known as The Green, Claybrooke Parva was still in the hands of Rich & Carr and that the documents were still with HM Land Registry.</p>
16	<p>AOB</p> <p>Resignation of the Parish Clerk/Responsible Finance Officer.</p> <p>The Chairman thanked the Clerk/Responsible Finance Officer for her work over the past year. Thanks were given from the floor.</p>
17	<p>The council RESOLVED to exclude the public from the meeting to consider:</p>

	<p>a) Resignation of Parish Clerk/Responsible Finance Officer</p> <p>b) Legal Action against Claybrooke Parva Parish Council</p> <p>During the closed session no resolutions were passed.</p>
18	The next meeting will be held on Wednesday January 9th

The meeting ended at 8.55pm

Signed..... *Jan Kott*

.....Date..... *9/1/2019*