**Claybrooke Parva Parish Council**

**Minutes of Council Meeting held on Wednesday 2nd March 2022 at 7.30pm in the School Hall**

1. **Members Present**

 Cllr Neil Blackhall (NB), Chair , Cllr Graham Hart Vice Chair (GH),Cllr Ray Middlemas (RM) and Patricia Nunn (PN), Parish Clerk

There were 5 members of the public present.

**2. Apologies for Absence**

 DCllr Rosita Page (RP). Apologies were accepted.

1. **Public Participation**

- An explanation of what alterations were being organized for the green. This was given.

- A question was asked if volunteers would be sought to help with maintenance of the green and other areas. This would be welcomed by the PC and notices would be put on the board when the need arose.

- The PC were informed that Margaret Shropshire has moved out of the village. The PC offered their thanks to her for all her efforts and commitment to the PC and the village particularly the green and Green Lane.

- Some pavements are in need of repair. These can be reported via the LCC website or the clerk.

- Information on the footpaths at Magna Park was noted.

- could the village green wall pointing be looked at. **GH**

1. **Disclosure of Personal Interests**

There were none.

1. **Minutes of last meeting held on8th December 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 8th December 2021**

- Can residents attend Burial Board meetings/ PC to receive minutes? No

**-** Rubbish on Woodway Lane was reported but difficult to act on by HDC as on private land. Photos to be taken and passed to Environment Agency/RP. Inspector did attend but could do nothing.

- **Spinney View Farm** – Contacted HDC confirmed was for equestrian use but this can be changed to agriculture/mixed use. HDC to be contacted again about use for agriculture in light of this. **PN**

1. **Chairman’s Announcements**

Cllr A Briggs has offered his resignation as Parish Councillor and Burial Board Representative with immediate effect. The PC would like to thank him for all his hard work in both these roles.

It was proposed by NB, seconded by GH, that a notice be posted for the co-option of 2 Parish Councillors. **Agreed.**

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

RP recently sent an update about Magna Park North and 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 P Nunn expenses. (Printer costs

Jan, Feb, Mar (1.99 x 3 = £5.97 ; fuel to attend £ 9.57

March meeting (1 x 8 x 45p = £3.60);

2. Payment to P Nunn – salary Oct- Dec £241.00 pd 21.12.21

3.Payment to HMRC – tax Oct-Dec £60.20 pd 21.12.21

 **Total payments**: £310.77

**Receipts**

 31.12.21 Interest £0.03

 31.01.22 Interest £0.03

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

ii) **Bank Reconciliation**

Submitted for end of January 2022 showing bank reconciliations on both accounts.

**Balances:**

Current account £4060.59

Reserve account £3726.99

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

1. **Change of Bank Signatories -**

 It was proposed by NB, seconded by GH, that the authorised signatories in the current mandate, for the accounts detailed in section 1.3, be changed in accordance with section Authorised Signatories to include Patricia Nunn, Parish Clerk/RFO. Signatories D Coventry, A Briggs and C Futcher to be removed and the current mandate will continue as amended. **Resolved.**

1. **Annual Pay Increase for Clerk**

The National pay award has been awarded at 1.75% for the year 2021/22 backdated to 1.4.21. Proposed by NB, seconded by GH, that this be awarded**. Resolved.**

**10. Planning**

 i) **New /Unresolved planning applications**

 **R20/0259 –** HGV facility land rear of Cross in Hand farm, Monks Kirby - **Neutral**

**22/00075/FUL –** Woodway House – erection of outbuilding for storage- **Neutral** with concerns over possible re-routing of footpath. LCC have also registered their concerns.

**22/00460/FUL –** Watling House, Watling St. -demolition of log store and erection of outbuilding for accommodation. **Object** due to increase of traffic from A5.

 **Hinckley Rail Freight Interchange** – for warehousing between Hinckley and M69. **Object** due to over densification of warehousing in the area.

 ii) **Other/ Ongoing planning matters**

 **Enforcement notice for Claybrooke Hall -  Reference: 19/00356/DEVS  Enforcement Notice Reference : EN627** – Appeals Inspector has reported and an enforcement order placed for both internal and external issues. No site visit was arranged in the New Year and the PC were told the haha would be looked at together with internal enforcement in November 2022. A meeting to be requested to discuss the issue with Planning Director. **PN**

**11. Councillor or Other Training**

 No training needs at this time.

**12. Burial Board Update**

 - It was proposed that GH be the PC representative on the Burial Board and will have delegated authority to raise any issues with the Burial Board. **Agreed.**

**13. Matters Arising**

 **-Re-Design of Village Green** – Community Funding for 75% of the cost of clearing and re-seeding the top area together with laying a plinth for the memorial bench, has been granted by HDC. Three quotes were obtained and it was proposed by NB, seconded by GH, that the cheapest will be used. **Resolved.** Work likely to start in April. Once the plinth is laid, the memorial bench will be purchased.

 **- Donation of bench by church-** the bench was unfortunately noy fit for purpose.

 - **A5 Safety Issues** – RP attended the A5 Safety Group and forwarded the minutes. It was agreed that a safety review of the area will be undertaken.

 - **Highways Improvements**  – LCC have approved the funding for village gates depending on some information. PN to liaise with LCC.

 - **Public Right of Way – Church Lane- Woodway Lane registration** – it was proposed by NB, seconded by GH, that the pathway be registered as a restricted byway (non-vehicular pathway). **Resolved.** HDC to be contacted. **PN**

 **- Queens Platinum Jubilee event** – it was agreed to apply for HDC funding and join together with Magna for a joint event possibly including the school. The question of the lighting of a beacon to be investigated with owner**. RM**

 **- Website –** discussions have taken place over updating the website. This has started and ongoing.

 **14. Correspondence**

 - resident reported a broken metal post on footpath. This has been reported.

**15. AOB**

 **- Litter pick** -This will be held on Sunday 20th March at 10 am. Volunteers welcome. Posters to be displayed giving details. **NB**.

- **Burial Board** - concerns were raised by GH relating to planning issues of the cemetery extension. These to be presented by GH at the next burial board meeting.

Meeting ended at 2123

**16. Date of Next Meeting**

The next Parish Council meeting will be held on Wednesday 18th May 2022 at 7.30pm in the School Hall. Immediately before this meeting will be the Annual Parish Meeting starting at 7pm.

To **resolve** that the minutes of the meeting of the Council/committee held on the 2nd March 2022, and circulated to all members, be signed as a correct record.

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

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

Date:…………………18th May 2022…………………………………

**Action Point 1:** Notice for co-option of 2 councillors to be posted. **PN**

**Action Point 2:** : Claybrooke Hall haha **-**A meeting to be requested to discuss the issue with Planning Director. **PN**

**Action Point 3** : Spinney View Farm - HDC to be contacted again about use for agriculture in light of this. **PN**

**Action Point 4**: The village green wall pointing to be looked at. **GH**

**Action Point 5:** Arrange works on village green. **PN**

**Action Point 6:** Public Right of Way – Church Lane to Woodway Lane registration. To be registered as a restricted byway (non-vehicular pathway). HDC to be contacted. **PN**

**Action Point 7: PN** to liaise with LCC over village gates.

**Action Point 8:** The owner to be contacted about lighting the beacon**. RM**

**Action :Point 9:** Litter pick poster. **NB**