

Claybrooke Parva Parish Council

Minutes of Council Meeting held on Wednesday 17th January 2024 at 7.00pm in Claybrooke Parva School Hall

1. Members Present

Cllr Fay Briggs (FB) (Chairman), Cllr Neil Blackhall (NB) Vice- Chairman , Cllr Ray Middlemas (RM), Cllr Rita Herald (RH) and Patricia Nunn (PN), Parish Clerk
DCllr Rosita Page joined the meeting at 2000 hours.
There were 2 members of the public present.

2. Apologies for Absence

There were not any apologies.

3. Chairman's Announcements

There were not any announcements.

4. Public Participation

None

5. Disclosure of Personal Interest

There were no disclosures.

6. Grants of Dispensation

It was proposed by FB, seconded by RH, that RM be granted dispensation to speak and vote on matters of the Joint Burial Committee. Agreed unanimously. **Resolved.**

7. Minutes of last meeting held on 20th December 2023

Proposed by FB, seconded by NB, that the minutes be accepted with the changes discussed including correcting the RBL payment to £25 and not £50 in line with the budget. Agreed unanimously. **Resolved.**

8. Matters Arising from Previous Minutes on 20th December 2023

All matters from the previous meeting have been actioned or to be discussed at this meeting.

9. Matters raised by District/County Councillor

RP discussed issues relating to the HDC Local Plan.

RP provides regular email updates and information prior to the meeting of the Parish Council and all matters have been noted.

10. Finance

i) Payments and receipts:

Payments

Payment to J Butcher for clerk expenses October 2023	10.00
Payment to Claybrooke School for hall hire 2022	132.00

Payment to NPower for electricity Jul-Sept	23.90
Payment to RBL Poppy Appeal for remembrance wreath and £5.00 donation	25.00
Payment to NPower for electricity Oct-Dec	39.68
Payment to P Nunn – printing costs Jan 2024 2.99; stamps £6.00, fuel to meeting 8 x 45p = £3.60)	12.59
Total payments:	£243.17

Receipts

30.11.23	Interest	4.49
29.12.23	Interest	4.35
1.10.23	Wayleave payment	4.60

Proposed by NB and seconded by FB that the payments to be paid and receipts noted. Agreed unanimously. **Resolved.**

ii) **Bank Reconciliation**

Submitted for end of December 2023 showing bank reconciliations on both accounts.

Balances:

Current Account:

c/f at 30.9.23		4363.89
<i>Outstanding October payments</i>	<i>159.99</i>	<i>4203.90</i>
<i>(Purchase of clerk's laptop ,refund to G Hart)</i>		
<i>January payments</i>	<i>243.17</i>	<i>3960.73</i>
<i>January receipts</i>	<i>4.60</i>	<i>3965.33</i>
Reserve Account		3743.46
c/f 30.11.23		3771.37
Interest	8.84	3780.21

Proposed to be accepted by NB, seconded by FB, to be approved. Agreed unanimously. **Resolved.**

iii) **Budget 2024/25**

The budget for 2024/25 was discussed and took into consideration the possible legal expenses, cemetery costs and contested election costs in the year. It was proposed by NB, seconded by FB, that the budget be increased by 10% to cover these potential costs , to £5554.00. Agreed unanimously. **Resolved.**

iv) **Precept 2024/25**

It was proposed by NB, seconded by FB, that the precept be set at £5554.00 for 2024/25 in line with the agreed budget. Agreed unanimously. **Resolved.**

v) **Changes to Bank Mandate**

It was proposed by NB, seconded by RH, that the authorised signatories in the current Nat West mandate, for both accounts in the name of Claybrooke Parva Parish Council, be changed in accordance with the mandate form section for Authorised Signatories. The current mandate will continue as amended. Agreed unanimously. **Resolved.**

10. Planning

i) **New/unresolved planning applications**

None

ii) **Other/ Ongoing planning matters**

- a) **Enforcement notice for Claybrooke Hall, Reference: 19/00356/DEVS Enforcement Notice Reference : EN627.** Haha/extension of garden enforcement . Have been chasing the Enforcement department. Ongoing
- b) **Spinney View Farm-** the PC has received an email from a concerned resident and will be replied to. **PN**

11. Councillor or Other Training

No training needs at this time.

12. Joint Burial Committee Update

The JBC held a meeting on 16th January 2024.
A new bank account will be set up.
A Community Day will be held on 3rd March 2024 to involve JBC and PC members together with residents to help improve the condition of the cemetery.
A newsletter will be put on the PC notice board. **RM** Also, on church notice board. **PN**
Can residents please let the JBC clerk know if they have reserved a burial plot since 2019 .

13. Matters Arising

- **Civility and Respect project** -More information to be sought. **FB**
- **Public Right of Way** – Church Lane- Woodway Lane registration –ongoing albeit slowly.
- **HDC Local Plan** - Much discussion was given to this. Options to be considered by the PC and sent to HDC before end of February. There are community days on the Local Plan to be held as follows:
6th February 2024 at the Wycliffe Rooms, Lutterworth form 1530-1930
7th February 2024 at the Village Hall, Broughton Astley form 1530-1930
- **Litter pick** – to be held on Sunday 17th March 2024 at 10.00.
- **Annual Village Inspection** – to be held at 11.30 on Sunday 17th March 2024.
- **Mowing contract**- It was proposed by FB, seconded by NB, that the current mowing contract continue from 1.4.24 to 31.3.25 without any price increase. Agreed unanimously. **Resolved.**

14. Correspondence

Have received a letter from Leicestershire Police regarding a Parish Council Event on 19th February 2024. FB to attend.

15. AOB

Newsletter- a newsletter to be prepared for all residents. **FB/All**

The meeting was closed by the Chairman at 2020 and all residents left the meeting.

17. Date of Next Meeting

The next Parish Council meeting will be held on Wednesday 6th March 2024 at 7.00pm in Claybrooke Parva School Hall.

To **resolve** that the minutes of the meeting of the Parish Council held on the 17th January 2024, and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

Name:.....Fay Briggs.....

Date:..... 6th March 2024.....

Action Point 1: Resident's email to be replied to. **PN**

Action Point 2: Civility and Respect project -more information to be sought. **FB**

Action Point 3: JBC newsletter to be put on notice board. **RM** Church to be asked if can be put on their notice board. **PN**

Action Point 4: A newsletter to be prepared for all residents. **FB/All**