

# Claybrooke Parva Parish Council



All Councillors are summoned to a **Meeting of Claybrooke Parva Parish Council on Wednesday 21st May 2025 at 7.30pm** at the Claybrooke Parva school hall

## Agenda

- 1. Members present**
- 2. To receive any apologies for absence**
- 3. To receive and consider any disclosures of personal interests**
- 4. To receive any members' request for dispensation**
- 5. Public participation session**
- 6. To approve as accurate the minutes of last meeting held on 5<sup>th</sup> March 2025**
- 7. To consider matters arising from the Minutes of meeting on 5<sup>th</sup> March 2025**
- 8. To receive any matters raised by District/County Councillor**
- 9. To discuss and agree any financial matters**
  - i) To note any receipts and approve the expenditure for March 2025, April and May 2025.
  - ii) To note the bank reconciliation up to end of March 2025 and to end of April 2025.
  - iii) To approve the Annual accounts report 2024/25
  - iv) To approve the Annual Governance Statement 2024/25
  - v) To approve the Accounting Statements 2024/25
  - vi) To approve the internal audit report 2024/25
  - vii) To approve the Certificate of Exemption 2024/25
  - viii) To approve the Exercise of Public Rights 2024/25
- 10. Planning Matters**
  - i) **To consider any new planning applications**  
**25/00494/OUT- Spinney View Farm** – erection of a dwelling with associated access – self-build
  - ii) **To consider any Other/ Ongoing planning matters**  
Enforcement notice for Claybrooke Hall **Reference: 19/00356/DEVS Enforcement Notice Reference : EN627.** Haha/extension of garden and **Listed Building Enforcement Notice No. LBEN628** – Alterations to the building  
**24/00452/VAC** – Cream Cottage- erection of car port with metal roofing- appeal lodged to Secretary of State. Appeal dismissed.  
**24/00164/COMS – Enforcement Notice** Spinney View Farm – allegation that conditions of number of caravans and layout not being complied with – under investigation. Also investigating possible environmental breaches.
- 11. To discuss Councillor or other training**
- 12. To receive an update and discuss business relating to the Joint Burial Committee**
- 13. To discuss the new HDC Local Plan consultation**
- 14. To discuss and agree support for the funding application by the church for internal improvements**
- 15. To receive any correspondence and agree actions**
- 16. Any other business – litter pick**
- 17. Date of the Next Meeting**

Signed by Patricia Nunn – Parish Clerk/RFO 12.5.25