

# Claybrooke Parva Parish Council



All Councillors are summoned to a **Meeting of Claybrooke Parva Parish Council on Wednesday 17th September 2025 at 7.00pm** 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 Annual Parish Council meeting held on 21<sup>st</sup> May 2025**
- 7. To approve as accurate the minutes of last meeting held on 21st May 2025**
- 8. To consider matters arising from the Minutes of meeting on 21st May 2025**
- 9. To receive any matters raised by District/County Councillor**
- 10. To discuss and agree any financial matters**
  - i) To note any receipts and approve the expenditure for up to August 2025.
  - ii) To note the bank reconciliation up to end of August 2025.
  - iii) To discuss transferring money to the reserve account
  - iv) To agree the Clerk's pay award 2025/26
  - v) To discuss on line banking
- 11. Planning Matters**
  - i) **To consider any new planning applications**  
**25/00970/OUT** – Spinney View Farm – erection of a dwelling – previously withdrawn in April. Objected 11.8.25
  - 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.  
**24/00164/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.
- 12. To discuss Councillor or other training**
- 13. To receive an update and discuss business relating to the Joint Burial Committee; to discuss the use of PC website for JBC information**
- 14. To approve purchase of a Remembrance wreath and who will attend the church**
- 15. To discuss the proposed speed reduction and speed calming measures within the village**
- 16. To receive any correspondence and agree actions**
- 17. Any other business**
- 18. Date of the Next Meeting**

Signed by Patricia Nunn – Parish Clerk/RFO 11.9.25