



## Claybrooke Parva Parish Council

### Minutes of the Parish Council Meeting held on Wednesday 3<sup>rd</sup> December 2025 at 7.00pm in Claybrooke Parva School Hall

#### 1. Members Present

Cllr Fay Briggs (FB) (Chair), Cllr Neil Blackhall (NB) Vice- Chair, Cllr Rita Herald (RH), DCllr R Page and Patricia Nunn (PN), Parish Clerk.

There were 2 members of the public present.

#### 2. Apologies for Absence

Apologies were received from Cllr Ray Middlemas (RM) which were accepted.

#### 3. To receive and consider any disclosures of personal interest

There were not any disclosures.

#### 4. To receive members' request for dispensation

RM has dispensation to speak and vote on matters of the Joint Burial Committee.

#### 5. Public Participation Session

- Concern was shown at the time taken to repair the cemetery gates.
- It was reported that hedges were overgrowing the pathways on both sides of the road between Claybrooke Parva and Magna. **PN** to report.
- A representative from the church asked for some of the PC's HDC Community Fund for repair to the church's heating and boiler.

One resident left the meeting.

#### 6. To approve as accurate the minutes of last Parish Council meeting held on 17<sup>th</sup> September 2025

It was proposed by NB, seconded by RH, that the minutes be approved as accurate. Agreed unanimously. **Resolved.** They were signed by FB.

#### 7. To consider matters arising from previous minutes on 17<sup>th</sup> September 2025

All matters arising from the previous meeting have been actioned.

#### 8. To consider matters raised by the District/County Councillor

RP provides regular email updates and information prior to the Parish Council meeting and all matters were noted particularly in regard to the A5 and Spinney View farm planning and environmental issues.

#### 9. Financial Matters

##### To approve expenditure and note receipts up to the end of November 2025

Payment to P Nunn for expenses. Travel to December meeting	
45px 8 = £3.60; printing costs for Oct, Nov and Dec 2.99 x 3 = £8.97;	
new memory stick - £7.43( General expenses))	20.00
Payment to P Nunn for salary Jul-Sept	410.10
Payment to Npower for street lighting electricity Jul-Sept 2025	29.94
Payment to Npower for street lighting electricity Jan Mar 2025	41.94
Payment to Npower for street lighting electricity Apr-Jun 2025	26.98
Payment to Npower for street lighting electricity Dec 2021	10.30

Payment to Eon for street lighting electricity Oct-Nov 2021 12.59

**Total payments:** £551.85

**Receipts**

30.5.25	Interest	3.48
30.6.25	interest	3.60
31.7.25	Interest	3.53
29.8.25	Interest	3.22

Proposed by NB, seconded by FB, that all expenditure be approved and receipts noted. Agreed unanimously. **Resolved.**

ii) **To note the Bank Reconciliation to 30<sup>th</sup> November 2025**

**Current Account**

c/f at 31.8.25		5239.63
August payments	52.00	5187.63
September receipts	2860.50	8048.13
Outstanding August payments (The Gardener)	344.00	7704.13
October payments	25.02	7679.11
Additional October payments	440.04	7239.07
October receipts	4.60	<b>7243.67</b>
November payments	91.81	<b>7151.86</b>
December payments	20.00	<b>7131.86</b>

**Reserve Account**

c/f 31.08.25		3864.81
Interest	6.89	<b>3871.70</b>

Proposed by FB, seconded by NB, that bank reconciliation be agreed. Agreed unanimously. **Resolved.**

iii) **To discuss and agree the budget for 2025/26**

The budget was presented to the Councillors before the meeting. It was proposed by NB, seconded by FB, that the budget remain at the same level as for 2025/26 without an increase. Agreed unanimously. **Resolved.**

iv) **To discuss and agree the precept for 2025/26**

It was proposed by NB, seconded by RH, that the precept be set at £5721.00 for 2025/26. Agreed unanimously. **Resolved.**

**10. Planning**

i) **To consider any new planning applications**

**25/00955/OUT** – to erect 9 self-build houses at Wells Close. **Support** but without the shop  
**25/01339/FUL** - Change of use of land to 9 travellers pitches, including associated access and works (retrospective). **Objected.** Have received numerous correspondence from HDC and awaiting the result of the legal process.

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 enforcement . Also, **Listed Building Enforcement Notice (LBEN) No. LBEN628** – HDC to proceed with non-compliance to the LBEN but if the owner is willing to comply then may be allowed additional time by the court.

**24/00452/VAC - Cream Cottage, Main Road** - Cream Cottage- the date for the alterations to the car port to be carried has been extended to 3.1.26

**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. HDC have made a number of visits and the empty skips and commercial vehicles to be removed by end of January 2026. Still need to establish that the shipping containers are being used in association with permission granted by 18/01350/FUL. HDC will continue to monitor.

LCC has closed the environmental case as no further evidence of storage/ transfer of waste has been received.

**11. To discuss Councillor or other training**

No training needs identified at this time.

**12. To receive and update and discuss business relating to the Joint Burial Committee**

A meeting was held on n 25<sup>th</sup> November 2025. The minutes have been forwarded and would ask the PC to approve them. This was proposed by FB, seconded by RH. Unanimously agreed. **Resolved.**

The mowing contract has been renewed for another 12 months with the existing contractor.

This contractor will also be trimming the hedges.

A further Freedom of Information request was received and two others been replied to.

The PC is asked to approve the JBC budget forwarded before the meeting, and their contribution for 2026/27. It was proposed by FB, seconded by NB that the JBC budget and the 2026/27 contribution by the PC be accepted. Unanimously agreed. **Resolved.**

**13. To discuss and agree the mowing contract for 2026/27**

It was proposed by FB, seconded by RH, that the existing contractor be given a further contract for 2026/27 at the current rate. Unanimously agreed. **Resolved.** PN to send a confirmation letter.

**14. To discuss application to the Harborough District Council Community Fund**

The application put forward earlier by the church was discussed. It was proposed by NB, seconded by FB, that this project be supported by the PC. Unanimously agreed. **Resolved.** Letter to be sent to the church representative. PN

**15. To receive an update on the repair of the village sign**

The wood is drying out so an effective repair can be made. It is hoped to be completed in 2 weeks.

**16. To receive an update on the flooding outside on Main Road behind Claybrooke Court.**

LCC have provided a completion date of 11<sup>th</sup> December 2025.

**17. To receive any correspondence and agree actions - Restricted ByWay -Green Lane**

Modification Order no. 2025. A Statement of Case to now be sent to the Planning Inspectorate who will set a date to consider the case.

**18. Any other business**

The next coffee morning in Claybrooke Village Hall will be on 29<sup>th</sup> January 2026.

**19. Date of the Next Meeting**

The next Parish Council meeting will be held on Wednesday 4th March 2026 at 7.00pm in Claybrooke Parva School Hall.

The meeting was closed by the Chair at 1950.

To **resolve** that the minutes of the meeting of the Parish Council held on the 17th September 2025, and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

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

Date:..... 4<sup>th</sup> March 2026.....

**Matters Arising:**

- 1. Letter of support to be sent to the church representative. **PN**
- 2. Overgrown hedges to be reported. **PN**
- 3. Letter to be sent renewing mowing contract. **PN**