



TO ALL MEMBERS OF CLAWSON, HOSE & HARBY PARISH COUNCIL

You are summoned to attend the Annual meeting of the Parish Council of the above parish, to be held at the Valley Christian Centre, Main Street, Harby LE13 4BN on Monday 19<sup>th</sup> May 2025 at 7.30 p.m. to transact the following business:

S Massey

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Parish Clerk

13<sup>th</sup> May 2025

### AGENDA

1. To elect a Chair (and signing of the acceptance of office).
2. To elect a Vice-Chair.
3. Questions / Comments from the floor (limited to 15 minutes).
4. To receive apologies for absence.
5. Disclosures of interests, disclosable pecuniary interests, personal interests or personal interests that may lead to bias, by Parish Councillors to items on the agenda.
6. County & Borough Councillor's reports.
7. To approve and sign the minutes of previous meeting.
8. To receive the clerk's report including updates from the previous minutes.
9. To receive the play area safety check reports.
10. To receive reports from Councillors (For information only):
  - a) To receive a report on the Vale Parishes Group.
  - b) Other councillors' reports.
11. To affirm and resolve that the conditions have been met to exercise the Parish Council's right to use the General Power of Competence.
12. To review the delegation arrangements for councillors and employees.
13. To review and adopt the Standing Orders and Financial Regulations.
14. To review and confirm insurance cover in respect of all insured risks.
15. To review the Council's membership of other bodies.
16. To review the Council's policies and procedures.
17. To receive and sign the Risk Assessment.
18. To receive the annual Data Audit Review.
19. To receive the annual Retention & Disposal policy appendix A.
20. To set the dates, times and place of ordinary meetings of the full Council for the following year.
21. To make observations and agree any action on the following planning applications:
  - a) To consider any planning applications received after this agenda was published.
  - b) Update APP/Y2430/C/24/3343530 Residential dwelling at Shortcroft Field, Long Clawson, Melton Mowbray, Leicestershire LE14 4NG.
  - c) 25/00117/FULHH The Cedars, 5 Harby Lane, Hose  
*Refurbishment/conversion of the existing outbuildings to a habitable space plus proposed car port and store area.*
  - d) 24/00956/VAC 1 Waltham Lane, Long Clawson  
*Variation of Condition 1 plans), Condition 2 (parking), Conditions 5 & 6 (biodiversity management plan, Condition 8 (obscured glazed windows), Condition 9 (chimneys) of planning permission 22/00852/REM.*

22. To review and update the Councillors' register of interests.
23. Business
  - a) To review and approve the updated Cemetery Regulations and to consider the increased Cemetery Charges.
  - b) To review and update the updated Allotment Tenancy Agreement and to consider the increased rental charges.
  - c) To receive an update on process for the disposal of parish land.
  - d) To discuss the management of the MVAS. (Cllr Foulds)
  - e) To discuss the management of the Harby Community Orchard. (Cllr Foulds)
  - f) To receive an update of Project Gigabit for Harby. (Cllr Hodges)
24. Finance
  - a) To approve and sign the monthly bank reconciliation.
  - b) To approve and sign the schedule of payments.
  - c) To receive the detailed budget summary of receipts & payments to date.
  - d) To receive the forecast to year end.
  - e) To approve the annual direct debit schedule.
  - f) To receive the Annual Internal Auditor's Report and consider recommendations or matters arising from the internal auditor's narrative report.
  - g) To complete and sign the Annual Governance Statement.
  - h) To receive and sign the Accounting Statements.
  - i) To receive and consider the explanation of variances.
  - j) To receive and consider the year end bank reconciliation.
  - k) To confirm the dates for the notice of public rights.
  - l) To review the banking arrangements and update the bank mandate.
25. Correspondence.
  - a) Correspondence received after this agenda was published.
  - b) Email from a resident regarding vehicular access over Village Green 63, Long Clawson in response to min ref 25/009.
  - c) Email from a resident regarding illegal groundworks adjacent to a conservation area on land behind East End in Long Clawson.
  - d) Email regarding loud and prolonged motorcycle noise from land behind East End, Long Clawson.
26. The date of the next meeting will be agreed under agenda item 20.

Members of the public are always welcome at meetings of the Parish Council.