

## DRAFT MINUTES: CORBY GLEN PARISH COUNCIL

**Draft Minutes of the meeting held on Wed July 9<sup>th</sup> 2025 at 7.35pm in the Willoughby Memorial Gallery, Corby Glen.**

**Present:** Cllrs Walsingham (Chair), Baker, Ellam, Green, Harty, Mardling & Shepperson (Vice-Chair).

**In attendance:** 4 residents, Mrs. S. Woodman (Parish Clerk).

### **Open Forum:**

A resident raised the issue of the grass cutting. This is believed to have been resolved with the contractor, but Cllr Walsingham will investigate.

Community Speed Watch (CSW): Cllr Mardling reported that more volunteers have come forward. Training is planned for September.

Cllr Shepperson will check the range of the Speed Indicator Device (SID) on Bourne Road to ensure it only measures speed within the 30mph limit.

A resident reported overhanging growth restricting footpaths around the village. Noted.

The resident also commented on the potholes on Swinstead Road which were left despite nearby ones being repaired. Cllr Walsingham to contact LCC Highways.

1. **Apologies for absence:** Cllrs Harwood & Waumsley. Reasons given & accepted.
2. **District and County Councillors' Reports:** None present.
3. The **Draft Minutes** of the meeting held on Wed 11<sup>th</sup> June 2025 and the EGM held on Tues June 24<sup>th</sup> 2025 were approved unanimously.
4. **Councillors' Declarations of Interest:** Cllr Walsingham is now acting treasurer of the Community Group.
5. **Review of Action Log:**

**O/F: Chevron signs** – still awaiting a response – Cllr Baker to chase – again.

**25/12/05** Web site has been updated with **emergency contact details**

**25/02/13 Web Site:** Old events archived.

### **6. Clerk's & Chairman's reports on matters outstanding:**

**01 Neighbourhood Planning, Local Plan & Conservation area – update:** The Neighbourhood Planning Group will attend the meeting on July 17<sup>th</sup> to discuss a joint way forward. More volunteers are needed to join the group. A 'Wash-up' session is planned after the public meeting finishes. Do we need to assemble data in advance? eg previous Archers Surveys / SID data / school places / Surgeries (Cllr Mardling to investigate schools & surgeries.)

Cllr Shepperson to post the 2 pages from the Local Plan relevant to Corby Glen on the web site asap.

**02 S106 funds from new developments:** The clerk reported that S106 funds can only be used for capital projects, and therefore not to support an on-going youth facility eg pay for a youth leader.

Cllr Baker presented 3 quotes for a new notice board; the cheapest was £600. It was agreed unanimously to proceed with the application for S016 funds. Cllr Baker will email the 3 quotes to the clerk; Cllr Shepperson will prepare the application for S106 funds.

Clerk to pursue quotes for fixing village pump.

**03 Emergency Planning:** Web site updated with contacts.

**04 Issues associated with the new housing estates – sewerage issues:** Clerk to contact senior SKDC Planning Officials to determine the position re Allison Homes retrospective planning application re the drainage system.

Letter from MP re-iterates her belief that the problem lies with the NCHA site. However, recent events reported by Cllr Ellam suggest the problem actually lies with the Allison Homes development. He has reported this to Anglian Water.

**05 State of Trees / Progress on tree tags:** Tree whose branch/es were obscuring the SID was cut back by Bytham Trees at no cost to the council. The council thanked Bytham Trees.

Tree surgeons report that there is no need to fell the trees infested with caterpillars at this stage.

Cllr Walsingham re-iterated the need to water new trees in hot weather. Cllr Green to post on social media.

Cllr Green to follow up on responsibility for care of trees on Allison Homes development.

**06 Agree action re Parking on the Green:** Cllr Walsingham had prepared & circulated a statement for the web site re use of the Green. It was agreed unanimously that this should be posted.

**07 Agree action regarding cementing of village pump:** See item 02 (S106) above.

**08 Agree process for obtaining / distributing sandbags:** Cllr Shepperson will circulate quotes / proposed location for 'grit bins' for decision at the next meeting.

**09 Location / emptying of rubbish bins throughout the village:** The bin 'relocated' by vandals has now been re-instated and fixed into the ground. Thanks to Cllr Shepperson.

Cllr Shepperson will circulate a proposed type & location for bin on Swinstead Road near the Charles Read School. To be agreed at next meeting.

The Chairman notified Cllrs to expect another EGM over the summer.

**10 Consider the situation regarding floodlighting of the Willoughby Gallery:** The clerk had contacted Willoughby estates but not received a response.

**11 Consider Anti-Social Behaviour [ASB] in the village:** Cllr Walsingham had circulated a newsletter which contained constructive ideas at the end. Cllrs are urged to view.

Clerk to follow up Cllr Robins offer to contact the SKDC ASB officer, and if no positive response, Clerk to request a meeting with the police and SKDC ASB officer.

Cllr Ellam to pursue via his police contact.

All residents are urged to continue to report all occurrences.

**12 Review of council policies:** Cllr Shepperson agreed to review policies with an old 'last reviewed' date; if no change, record a new 'date reviewed'. The policies should then be re-published on the web site.

Detailed review deferred til October whilst the urgent National Grid proposal & Local Plan are rightly consuming the council's time & energy.

**13 Consider the matter of signage round the village:** LCC Highways signs seem prohibitively expensive. Cllr Walsingham to enquire of LCC the possibility of erecting our own signs.

**14 Agree action regarding quality of grass cutting:** See Open Forum

**15 Consider purchase of poo bags:** It was agreed unanimously to purchase a new supply of poo bags to be distributed by Lily's

## **7. Matters to be resolved:**

**16 Consider ideas for youth club or similar:** To await more S106 funding. See item 02 above.

**17 Consider First Aid / defib training:** Cllrs Mardling to determine the appetite for this in the village.

## **8. Reports from:**

**Planning: to consider planning applications received prior to & after publication of the agenda:**

**New estates:**

**S25/1008 Mr Butcher – 17 Church St – Oil tank to front:** Agreed by a majority (6 for, 1 abstention) to re-iterate the previous objection. Does the proposed screening constitute a fire risk?

**S25/1009 Mrs Andrew – 25 High St – Re-pointing:** No comment

**S25/1118 Mr Thompson – Church Cottage – Replacement windows:** No comment

The Chair urged Cllrs to read applications before future meetings.

**Greens Working Group:**

**18 Playground Equipment Maintenance:**

Cllr Shepperson is still awaiting a response from Wicksteed re the surface under the rocking horse. He will investigate alternative suppliers.

Rocking dog: No update; Stepping posts: In progress; Swing legs' replacement: Cllr Shepperson to liaise with local residents.

## **9. Payments and Accounts**

(i) Bank balances – monthly update approved unanimously as set out below.

The clerk reported that over the first 3 months of 2025/26 financial year, the reserve account had earned £113.25 interest.

(ii) Invoices for payment – Councillors resolved unanimously to approve payments as set out in schedule below.

<b>Opening Bank balance from 1<sup>st</sup> June 2025</b>	<b>£8,402.04</b>
<b>Income received on bank statement:</b>	
<b>Invoices cleared on bank statement:</b>	
S. Woodman – clerk's wages	£311.78
S. Woodman – clerk's expenses	£26.00
HMRC – clerk's PAYE	£78.00

CDPC – Community cleaner	£196.28
M Sanderson – Web site maintenance	£60.00
M Sanderson – Domain retention	£24.87
Malc Firth – Grass Cutting	£273.40
Defib Shop – pads & battery	£174.00
<b>Closing Bank Balance 30<sup>th</sup> June 2025</b>	<b>£7,267.71</b>
<b>Payments to be authorised/cleared:</b>	
S. Woodman – clerk’s wages	£311.78
S. Woodman – clerk’s expenses	£26.00
HMRC – clerk’s PAYE	£78.00
CDPC – Community cleaner	£196.28
M Sanderson – Web site maintenance	£60.00
Malc Firth – Grass Cutting (May)	£273.40
Tree Survey	£510.00
Cllr Shepperson – Ballast for bin	£13.34
Malc Firth – Grass Cutting (June)	£273.40
Cllr Shepperson – Printing	£88.78
Community Group Donation	£100.00
<b>Estimated remaining NatWest bank balance (excluding all Funds)</b>	<b>£5,326.73</b>
	<b>£5,367.45</b>
<b><u>Reserve Account</u></b>	
Previous Balance	£0.00
Transferred in this period	£20,00.00
Transferred out this period	£0.00
Interest (3 months: April, May, June)	<u>£113.25</u>
<b>Current Balance</b>	<b>£20,113.25</b>
<b><u>Phone Box Area Fund (NISA)</u></b>	
Donation received + VAT Refunds	£791.79
Previous costs	£643.73
New costs	<u>£0.00</u>
<b>Remaining:</b>	<b>£148.06</b>

#### 10. Matters to be further discussed at the meeting:

**19 Consider matters relating to the proposed new power line near the village:** Cllr Walsingham is engaging with other affected stakeholders. Leaflet canvassing residents’ opinion (including SKDC Local Plan) and invitation to meeting on July 17<sup>th</sup> 2.00pm – 7.00pm ready for distribution. To be further publicised on social media. Our MP to be invited.

**20 Consider issues regarding the new utilities box opposite the Woodhouse:** The verge has been re-instated rather messily & re-seeded by Quickline. However, with the hot weather & no rain, will the grass thrive? Cllrs to monitor.

**21 Agree action regarding potential Telegraph pole on the Green:** Quickline – no contact, despite the council ‘owning’ the Green – Clerk to get in touch & establish Quickline’s intentions.

**22 Consider VJ Day commemoration:** Already discussed in pre-meeting.

**23 Consider replacing the edge markers on Tanners Lane:** 3 quotes for markers obtained – lowest price £17.68 + VAT each. A budget of £250 was agreed to purchase sufficient for the ‘missing’ area.

**24 Consider repairs to the Glen footbridge at Plantation:** Now in hand with LCC Highways.

**25 Consider complaints re new on-line triage system:** The main issues are the lack of communication of the new system to patients. The council will consider setting up a Health & Well Being Working Group in the future. In the meantime, Cllrs Walsingham & Mardling will discuss the situation further.

#### 11. Next meeting:

The next regular meeting will take place on **Wed Sept 8<sup>th</sup> 2025 at 7.30pm** in the Willoughby Memorial Gallery, Corby Glen.  
NOTE: No meeting in August.

Meeting closed at 9.28 pm.

**Mrs. Sue Woodman – Parish Clerk**

**Action Log 9<sup>th</sup> July 2025 – TO BE UPDATED PRIOR TO NEXT MEETING going forward.**

<b>Ref</b>	<b>Action</b>	<b>Responsibility</b>	<b>Date by</b>
O/F	<b>Bend Signage:</b> Investigate the possibility of chevrons / barriers; chase again	Cllr Baker	12/03/25
O/F	<b>Overhanging growth restricting footpaths in the village</b> – add to Sept agenda	Clerk	01/09/25
O/F	<b>SID on Bourne Road:</b> Check only measures speed within the 30mph limit	Cllr Shepperson	08/09/25
O/F	<b>Potholes on Swinstead Road:</b> Contact LCC Highways	Cllr Walsingham	08/09/25
23/02/05	<b>Leaflet with map of village with street names:</b> Provide draft for discussion at next meeting	Cllr Shepperson	09/07/25
24/12/04	<b>S106 Funds:</b> Seek 2 further quotes to fix the village pump; Seek listed building consent Application for S106 funds for a recycled plastic noticeboard Liaise with local resident/s re installing swing upright	Clerk Clerk Cllr Baker / Shepperson / Clerk Cllr Shepperson	08/09/25  8/9/25 8/9/25
24/12/05	<b>Emergency Planning:</b> Investigate First Aid course – explore interest outside Cllrs	Cllr Mardling	12/03/25
24/12/15	<b>Responsibilities:</b> Add Remembrance Day as an agenda item for Sept meeting	Clerk	01/09/25
24/12/16	<b>Parking on the Green:</b> Request the headmaster to make parents aware that parking on the Green is not permitted (using alternative email) Add statement to web site	Clerk Clerk	09/07/25 8/9/25
25/01/22	<b>Sandbags:</b> Get costs for grit bin Consider potential location near Tanners Lane Circulate costs / proposed location	Cllr Shepperson all Cllr Shepperson	09/04/25 09/04/25
25/02/18	<b>Location / emptying of rubbish bins:</b> Obtain prices for free standing bin for Swinstead Road Communicate costs & preferred location	Cllr Shepperson Cllr Shepperson	14/05/25 08/09/25
25/03/06	<b>Trees:</b> Check map used to determine which trees are to be inspected and add the new trees before the next inspection Water new trees Follow up situation re care for trees on Allison Homes development Social media post about watering trees	Cllr Walsingham  All Cllr Green Cllr Green	Autumn  asap asap asap
25/03/21	<b>Review of council policies:</b> Review ‘old’ policies; if no change, record date reviewed. Publish on web site	All Cllrs Clerk	8/9/25
25/05/14	<b>Playground:</b> Chase Wicksteed or alternative supplier for a quote to replace the ground covering under the rocking horse Fix Stepping Posts  Investigate replacing the seats on the ‘rocking dog’	Cllr Shepperson  Cllrs Waksingham & Ellam Cllrs Ellam & Waumsley	11/06/25  11/06/25 11/06/25
25/05/17	<b>Signage:</b> Enquire of LCC Highways the possibility of erecting our own signs	Cllr Walsingham	08/09/25
25/05/20	<b>Quality of grass cut:</b> Liaise with contractor	Cllr Walsingham	09/07/25
25/05/22	<b>Poo bags:</b> Purchase	Clerk	08/09/25
25/06/04	<b>Sewerage issues:</b> Contact senior SKDC Planning Officials to determine the position re Allison Homes retrospective planning application re the drainage system	Clerk	08/09/25
25/06/11	<b>Anti-Social Behaviour:</b> Follow up contact with ASB officer with Cllr Robins / Contact police for a meeting	Clerk	09/07/25
25/06/20	<b>First Aid Training:</b> Determine likely take up in village	Cllr Mardling / Cllr Shepperson	08/09/25
25/07/01	<b>Local Plan:</b> Collect data from schools & surgeries Collect no. of vehicles data from SIDs Provide most recent Archers surveys Post relevant pages from the Local Plan on the web site.	Cllr Mardling Cllr Shepperson Clerk Cllr Shepperson	17/07/25   asap
25/07/19	<b>Nat Grid Power Line:</b> Invite MP to meeting on July 17th	Cllr Walsingham	asap
25/07/23	<b>Edge markers on Tanners Lane:</b> Purchase sufficient for the ‘missing’ area	Cllr Walsingham	08/09/25