

DRAFT MINUTES: CORBY GLEN PARISH COUNCIL

Draft Minutes of the meeting held on Wed October 8th 2025 at 7.30pm in the Willoughby Memorial Gallery, Corby Glen.

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

In attendance: 3 residents

Open Forum:

Concern was expressed re space available to school children waiting for the bus at the bottom of Swinstead Road where there is nowhere for them to stand safely – and numbers have increased. Cllr Ellam to discuss with Delaine's bus service.

1. **Apologies for absence:** Cllr Harwood, Mrs. S. Woodman (Parish Clerk). Reasons given & accepted.
2. **District and County Councillors' Reports:** No District or County Councillors present. An email update had been received from Cllr Hill.
3. The **Draft Minutes** of the meeting held on Wed Sept 10th 2025 were discussed. It was agreed by a majority (7 for; 1 abstention) that the minutes were true reflection of what was said at the time, but a note was added clarifying the situation regarding the planning application, which was subsequently found not to have been passed.
4. **Councillors' Declarations of Interest:** None.
5. **Review of Action Log:**
6. **Clerk's & Chairman's reports on matters outstanding:**

01 Neighbourhood Planning, Local Plan & Conservation area – update: The group had sent through an update by email earlier which was read out.

02 S106 Funds: Cllr Baker presented 3 printed quotes for the notice board. He will obtain 3 quotes for fixing the village pump.

03 Issues associated with the new housing estates – sewerage issues: Cllr Waumsley is looking to arrange a public meeting & is liaising with Cllr Robins. Cllr Green has already contacted our MP. The matter may be discussed at the Orchard Way Residents' Group. Various other courses of action were discussed. Cllr Robins to be consulted by Cllrs Walsingham & Shepperson on current position before moving forward. It was suggested that residents could use Facebook to apply pressure to the developers.

04 Agree process for obtaining / distributing sandbags: It was agreed unanimously to purchase 2 red 'grit' bins at a cost of £420 for storage of sacks. Locations: Top of Tanners Lane junction with Irnham Road north verge; west side of river West Glen. Permission is to be sought from Highways to locate the bins on the verge.

05 Location / emptying of rubbish bins throughout the village: Swinstead Road. The type of bin was discussed. Clerk to request permission from the Charles Read school to locate a bin on the verge by the gates.

06 Consider First Aid / defib training: CSR 21st October 7.00pm All welcome. (Room hire costs [Cllr Mardling to check amount] shared between CGPC and the community Group). Cllr Green to advertise on Facebook.

7. Matter to be resolved:

07 Agree appropriate action to resolve email issues: No action at this time but communicated that move to gov.uk is needed

08 Confirm responsibilities re Remembrance Sunday: Donation to British Legion to be agreed at next meeting. All Councillors who possess poppies to erect them ASAP, Cllr Walsingham liaising with church and to re-use wreaths and bring to service, Cllr Shepperson to facilitate choice and supply of PA system, Clerk to look into / arrange road sweeping / leaf clearing, call-out with Community Group for help Saturday before, grass cutting already scheduled by contractor. All Councillors encouraged to attend services; wreath-laying to be decided on day when attendance known

09 Consider action regarding new bus stops on Swinstead / Bourne Road re new houses: Cllr Ellam to action.

10 Update on Christmas Matters: Cllr Shepperson has raised an enquiry via SKDC Planning. Cllrs Green & Shepperson to communicate on Social Media as with minutes and anything useful for community going forward Determine whether Cllr Harwood has gates / barriers to protect the Buttercross on Christmas Eve. Cllr Mardling to liaise with Christmas Tree Fund.

11 Data from SIDs – update on statistics: Lincs Road Safety Partnership & the police maintain that there is no speeding problem in the village. No statistics have been published since May. Cllr Shepperson to download data from SIDS and add to Corby Glen Website.

8. Reports from:

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

S25/1543/4 Mr Harwood – 1 Irnham Road – Extension / Listed Building Consent – no comment

S25/1785 Mr Lynch – Wheelwright's – Lawful development? Swimming pool – no comment

Greens Working Group:

12 Playground Equipment Maintenance:

RoSPA report received. To be followed up.

Cllr Waumsley to order spare part for dog rocker – budget previously agreed.

Noted that chase required for Dawson remembrance tree, greening of The Green and action suggested for sycamore in play area hedge, to be discussed further.

9. Payments and Accounts

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

(ii) Invoices for payment – Schedule to be amended to remove Malc Firth invoice – not available. Approved with amendment.

Opening Bank balance from 1st September 2025	£6,368.43
Income received on bank statement: Sheep Fair Committee – Share of web hosting	£101.94
Invoices cleared on bank statement: S. Woodman – clerk's wages S. Woodman – clerk's expenses HMRC – clerk's PAYE CDPC – Community cleaner M Sanderson – Web site maintenance Malc Firth – Grass Cutting RoSPA Playground inspection Mrs Partridge – Painting PKF Littlejohn – External Audit	£311.98 £26.00 £78.00 £196.28 £60.00 £273.40 £124.80 £98.00 £252.00
Closing Bank Balance 30th September 2025	£5,050.11
Payments to be authorised/cleared: S. Woodman – clerk's wages S. Woodman – clerk's expenses HMRC – clerk's PAYE CDPC – Community cleaner M Sanderson – Web site maintenance Malc Firth – Grass Cutting (not available)	£311.78 £26.00 £78.00 £196.28 £60.00
Estimated remaining NatWest bank balance (excluding all Funds)	£4,841.37 £4,693.31
Reserve Account Previous Balance Transferred in this period Transferred out this period Interest (3 months: July, Aug, Sept) Current Balance	£20,113.25 £0.00 £0.00 <u>£115.53</u> £20,228.64
Phone Box Area Fund (NISA) Donation received + VAT Refunds Previous costs New costs Remaining:	£791.79 £643.73 <u>£0.00</u> £148.06

10. Matters to be further discussed at the meeting:

13 Consider the final external auditor report and decide what, if any, action is required: The council agreed unanimously to accept the external auditors' report.

(14 & 15 Consider request for access to the back of the old bakehouse / 1a Station Road.) Temporary access limited to one-off action over The Green by beacon to be permitted, with suitable ground protection.

11. Next meeting:

The next regular meeting will take place on **Wed November 12th 2025 at 7.30pm** in the Willoughby Memorial Gallery, Corby Glen.

Meeting closed at 9.08 pm.

Cllr Harty / Mrs. Sue Woodman – Parish Clerk

Action Log 9th Oct 2025 – TO BE UPDATED PRIOR TO NEXT MEETING going forward.

Ref	Action	Responsibility	Date by
O/F	Bend Signage: Investigate the possibility of chevrons / barriers; chase again Chase any Highways & Anglian Water outstanding issues (Brown signs, edge markers on Green ...)	Cllr Baker Cllr Walsingham	12/11/25 12/11/25
O/F	Overhanging growth restricting footpaths in the village – Ensure web site explains that residents need to report issues direct, check web after Cllr Walsingham amendment, add to web site as appropriate.	Clerk	12/11/25
O/F	SID on Bourne Road: Check only measures speed within the 30mph limit	Cllr Shepperson	12/11/25
O/F	Hedge Cuttings in ditch: Check land ownership / possible actions	Cllr Hill Clerk to chase	12/11/25
O/F	Location of school bus pick up: Contact Delaine ton investigate alternative site	Cllr Ellam	12/11/25
23/02/05	Leaflet with map of village with street names: Provide draft for discussion at next meeting	Cllr Shepperson Cllr Walsingham	12/11/25
24/12/04	S106 Funds: Provide clerk with all quotes +n installation costs Apply for S106 funds for a recycled plastic noticeboard Seek 3 renewed quotes to fix the village pump; Seek listed building consent (pump) when quotes available	Cllr Baker Clerk Cllr Baker Clerk	12/11/25 12/11/25
24/12/15	Remembrance Day: Arrange for road sweeper	Clerk	10/11/25
24/12/16	Parking on the Green: Consider appropriate signage	Cllr Walsingham	12/11/25
25/01/22	Sandbags: Seek permission from Highways to locate bin/s on verge	Clerk	12/11/25
25/02/18	Location / emptying of rubbish bins: Order and install on Swinstead Road	Cllr Shepperson	tbd
25/03/06	Trees: Check map used to determine which trees are to be inspected and add the new trees before the next inspection Follow up situation re care for trees on Allison Homes development	Cllr Walsingham Cllr Green	12/11/25 asap
25/03/21	Review of council policies: Review ‘old’ policies; if no change, record date reviewed. Publish on web site	All Cllrs Clerk	ongoing
25/05/14	Playground: Chase Wicksteed or alternative supplier for a quote to replace the ground covering under the rocking horse Fix Stepping Posts Investigate replacing seat on ‘rocking dog’ Review RoSPA report & follow up actions Investigate possibility of funding from UKSPF	Cllr Shepperson Cllrs Walsingham & Ellam Cllr Waumsley All Clerk	12/11/25 12/11/25 weather dependent 12/11/25 12/11/25
25/05/17	Signage: Facilitate signage ideas by local businesses, chasing quotations for reflective overlays. Liaise with Cllr Baker.	Cllr Walsingham	12/11/25
25/06/04	Sewerage issues: Continue to investigate liaise with Cllr Robins	Cllr Waumsley Cllr Walsingham & Shepperson	ongoing 12/11/25
25/09/03	Emergency Plan: Review and report back.	Cllrs Harty & Mardling	12/11/25
25/09/20	Flags: Liaise with Cllr Shepperson & IT Support re flags explanation and check web after Cllr Walsingham amendment, add to web site as appropriate. Locate previous flag policy.	Cllrs Green & Shepperson	12/11/25
25/09/21	Christmas: Source ‘decorations’ to improve the appearance of the lights when not lit during the day. (receipt for c.£16 already provided) Update Social Media	Cllr Walsingham Cllrs Green & Shepperson	ongoing 12/11/25 / asap

Ref	Action	Responsibility	Date by
25/10/04	Rubbish Bins: Request permission from the Charles Read school to locate a bin on the verge by the gates (already got by 15/10/25)Check that SKDC will empty	Clerk	12/11/25
		Clerk	12/11/25
25/10/09	New Bus Stop/s: Follow up	Cllr Ellam	12/11/25
25/10/11	SIDS data: Download & publish on web site	Cllr Shepperson	12/11/25
25/10/14	Tree work Access: Notify resident temporary access permitted	, Clerk	ASAP