

## CORBY GLEN PARISH COUNCIL

**Minutes of the meeting held on Wednesday 13<sup>th</sup> May 2026 at 7.57pm in the Willoughby Memorial Gallery, Corby Glen.**

**Present:** Cllrs Walsingham (Chair), Baker, Ellam, Harty, Harwood, Mardling & Shepperson

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

### **Open Forum:**

The reasons for the increase in precept were questioned. As explained during the budget discussion, the council needs to maintain a reserve (something not always followed in the past) for, for example, repair play equipment. It was noted that S106 funds can only be used for capital purchase and are intended for enhancements and improvements rather than maintenance.

1. **Apologies for absence:** Cllr Waumsley. Reasons given were accepted.
2. **District and County Councillors' Reports:** None available
3. The **Draft Minutes** of the meeting held on Wednesday, 8<sup>th</sup> April 2026, were approved by a majority (5 for, 2 abstentions).
4. **Councillors' Declarations of Interest:** None.

### 5. **Review of Action Log:**

23/02/05	<b>Leaflet:</b> Work progressing on the map
26/01/06	<b>Bus Stops:</b> Response received – in agreement with CGPC's proposals, i.e., move the bus stop on Swinstead Road to the opposite side of the garage; on Bourne Road, nearer the Fire Station (precise location still under consideration). Cllrs were in agreement. Cllr Ellam to respond.
26/01/12	<b>Broken railing:</b> Partially fixed; Cllr Ellam awaiting new fixings.
26/01/20	<b>IT Maintenance:</b> Defer until the new clerk.
26/01/24	<b>Bin Swinstead Road:</b> Clerk has contacted SKDC; they promise to empty. Monitor.
26/02/15	<b>Grass cutting:</b> The chairman has spoken to the grass cutters and is preparing a new plan. Monitor.
26/04/10.12	<b>Cllr Vacancy:</b> SKDC notified; prescribed process in progress.

### 6. **Clerk's and Chair's Reports on Matters Outstanding**

- 01 **Neighbourhood Planning, Local Plan and Conservation Area:** Cllr Ellam arranged an initial meeting, mainly for those who had been involved previously. Future meetings to be held in public venues to make them more accessible.
- 02 **S106:** Application for a new **noticeboard** + repayment of the shortfall re the SIDs approved by SKDC. Repayment re SIDs received. Noticeboard proforma paid to enable delivery – will be reclaimed from SKDC when installation is complete.

It was agreed that the Council would submit an application for Section 106 funding to replace the existing defibrillator and cabinet. The application will be prepared by Cllr Shepperson. It was noted that the current defibrillator is already dedicated to Bailey Drew.

It was further agreed that a subsequent application would be submitted to the British Heart Foundation (BHF) when the funding round opens in July. Should this application be successful, a second defibrillator could be installed elsewhere within the village.

It was also noted that there is local interest in fundraising for an additional defibrillator to be dedicated to a late resident; however, proposals are not yet fully developed. Cllr Walsingham will discuss the matter with the interested parties and invite them to attend a future CGPC meeting.

**03 New Housing Estates – Sewerage Issues:** Ongoing. Work on NHA site progressing.

**04 Highways:** Laxton Lane – Cllr Walsingham is waiting on LCC Highways response. The meeting decided to take no further direct action until the building work is complete.

**05 Assets: Phone box:** Still unclear why there is no power. Solar lights were discussed. It was noted that, as the phone box is in a conservation area, planning permission might be required to install a solar panel on the roof. Cllrs Shepperson, Ellam and a resident have agreed to investigate.

**Trees:** Last inspected 23/05/25; report updated 23/06/25; next inspection due 18 months from then, i.e., November 2026, when the trees will be without leaves.

7. **Matters for Resolution**

**06 Laxton Lane:** See above.

**07 Consider action relating to bulb-planted verge damage opposite Church Street Rooms / Exton Cottage, Church Street, caused by parking:** Remove from future agendas.

**08 Consider the need to maintain the Beacon:** Previous resident contacted re approach. Cllr Baker has received 2 quotes and is awaiting the third.

8. **Reports from:**

**Planning:**

**S26/0327 – 29 Station Road – Change of use from agricultural land to garden:** Discussed. No comments

**The Green Working Group:**

**Rocking horse:** Cllr Shepperson is still investigating options for renewing the surface underneath.

**Slide:** Welding required – quotes sought.

**Swing repairs:** Costs should be available for the next meeting

The Inspection Report from Sovereign was previously circulated to all Cllrs.

9. **Payments and Accounts**

(i) **Bank balances:** Monthly update set out below. Cllr Ellam requested that the figure for total funds (Current + Reserve Account) be shown in future.

(ii) **Invoices for payment:** Councillors approved and signed payments as set out in the schedule below.

<b>Opening current account balance from 1<sup>st</sup> April 2026</b>	<b>£3,333.34</b>
<b>Income received on bank statement 1 April – 30 April 2026</b>	
SKDC Precept	
SKDC S106 repayment	<b>£20,800.00</b>
<i>Please refer to Reserve Account for money transferred</i>	<b>£1,004.53</b>
<b>Invoices cleared on bank statement 1 April– 30 April 2026</b>	
S. Woodman – clerk’s wages	£321.82
S. Woodman – clerk’s expenses	£26.00
HMRC – clerk’s PAYE	£80.40
CDPC – Community cleaner	£196.28
M Sanderson – Website maintenance	£60.00
Malc Firth – Grass Cutting (April payment)	£273.40

OSS subscription	£45.00
HMRC – Employer’s NI	£12.96
<b>Closing current account balance 30 April 2026</b>	<b>£6,122.01</b>
<b>Payments to be authorised/cleared: 1 May – 31 May 2026</b>	
XL Display – Noticeboard (S106)	£879.30
S. Woodman – clerk’s wages	£321.82
S. Woodman – clerk’s expenses	£26.00
HMRC – clerk’s PAYE	£80.40
CDPC – Community cleaner	£202.95
M Sanderson – Web site maintenance	£60.00
ICO Data Protection fee (paid by Direct Debit)	£47.00
Additions Accounting – Annual audit 25-26	£95.00
LALC – advert for clerk vacancy	£96.00
S Woodman re Land registry search	£7.00
<b>Predicted current account balance on 31<sup>st</sup> May 2026</b> (excluding all Funds)	<b>£5,295.38</b> <b>£5,147.32</b>
<b>Reserve Account</b>	
Previous Balance	£15,396.88
Transferred in this period	£18,000.00
Transferred out this period	£0.00
<b>Current Balance</b>	<b>£33,396.98</b>
<b>Phone Box Area Fund (NISA)</b>	
Donation received + VAT Refunds	£791.79
Previous costs	£643.73
New costs	£0.00
<b>Remaining:</b>	<b>£148.06</b>

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

**09 Consider and approve the Annual Return for the year ended March 31st 2026:**

**09/01 Consider and note the results of internal Audit:** Considered & noted.

**09/02 Approve the Annual Governance Statement 2025/26:** Approved unanimously and signed by the chairman & clerk / RFO

**09/03 Approve the Accounting Statements 2025/26:** Approved unanimously and signed by the chairman & clerk / RFO

**09/04 Approve the Certificate of Exemption 2025/26:** Approved unanimously and signed by the chairman & clerk / RFO.

**10 Approve budget for ‘No Parking / Access’ notices for The Green:** It was agreed by a majority (5 for 2 against) to allocate a budget of £80.

**11 Resilience of working groups and committees:**

The Green Working Group: Cllrs Ellam, Harty, Harwood & Shepperson,  
Staffing Working Group: Cllrs Harty, Mardling & Shepperson (+ chairman as required)  
S106 Working Group: All Cllrs  
Social Media: Cllr Shepperson  
Planning: All Cllrs

**12 Proposal for Community Shed (S106 funds):** It was felt that the ‘proposal’ requires more practical detail, e.g., costs, location objectives, demographics, responsibilities, etc., before being considered.

**13 Responsibility for social media:** See above

- 14 Consider legal position re access across The Green:** Legal advice had been taken in the past, but this may now be out of date. Historically, residents could apply for access, but that possibility has now lapsed, and it is believed that no applications were received within the time frame. In the past, the clerk had obtained Land Registry details of all relevant properties. There is a volume of historic material in the archives which could be examined – Cllr Shepperson offered assistance.  
A resident reported that erecting a temporary barrier to prevent vehicle (but not pedestrian) access is considered legal.  
The question of communication and enforcement was raised.
- 15 Duplicate item**
- 16 WMEL (Weston Marsh to East Leicestershire) – Stage 2 community consultation:** A leaflet had been available in Hatties . No action at this time.
- 17 Approve application for S106 funding for renewal of Defib and cabinet:** See above.
- 18 Consider extra help to support the defib:** See above
- 19 Discuss CSR offer to hold archive:** It was agreed unanimously to accept the charge of £10 from the CSR for the storage of Parish Council archives.

**11. Next meeting:** The next regular meeting will be held on **Wednesday, 10 June 2026** in the **Willoughby Memorial Gallery**.

Meeting closed at 9.33 pm.

**Mrs. Sue Woodman – Parish Clerk**

**Action Log 13<sup>th</sup> May 2026 – 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>Highways Matters etc:</b> Investigate the possibility of chevrons/barriers. Chase again? Chase any Highways & Anglian Water outstanding issues eg edge markers on Green Chase LCC Highways for update	Cllr Walsingham Cllr Walsingham  Cllr Walsingham	11/2/26   ongoing
23/02/05	<b>Leaflet with a map of village with street names:</b> Awaiting redesign of map	Cllr Walsingham	13/05/26
25/03/21	<b>Review of council policies:</b> Review 'old' policies; if no change, record date reviewed. Publish on the website when approved	All Cllrs Clerk	Ongoing
26/01/12	<b>Broken Railing round war memorial:</b> Complete when fixings available	Cllr Ellam	10/06/26
26/01/24	<b>Rubbish Bin Swinstead Rd:</b> Chase SK until emptying confirmed on site	Clerk	10/06/26
26/01/30	<b>Consider maintaining the Beacon:</b> Obtain 3 quotes for removal, painting and replacing	Cllr Baker	10/06/26
26/02/16	<b>Grass cutting:</b> Monitor	Cllr Walsingham	ongoing
26/04/6.2	<b>S106:</b> Complete S106 application for new defib & cabinet	Cllr Shepperson	10/06/26
26/04/6.5	<b>Assets – Phone box:</b> Seek a solution to non-working light	Cllrs Ellam / Shepperson & Walsingham	10/06/26
26/04/8.2	<b>Playground:</b> Rocking Horse: Consider options for replacing the surface underneath	Cllr Shepperson	10/06/26

<b>Ref</b>	<b>Action</b>	<b>Responsibility</b>	<b>Date by</b>
	'Dog': Cleaning? Swing: Locate the right component Stepping Posts: Investigate options.	Cllr Waumsley Cllr Shepperson Cllr Ellam	
26/04/10.10	<b>No Parking / Access' notices for The Green:</b> Consider options	all	10/06/26
26/04/10.12	<b>Filling vacancy for Cllr:</b> Follow due process	Clerk	as per process
26/05/6.2	<b>Second Defib:</b> Discuss 2 <sup>nd</sup> defib with interested parties – clarify intentions	Cllr Walsingham	10/06/26
26/05/10.14	<b>Access across The Green:</b> Send Land registry documents to Cllr Shepperson Follow up free advice as available	Clerk	10/06/26 10/06/26