

CORBY GLEN PARISH COUNCIL

Minutes of the meeting held on Wed 10th June 2026 at 7.30pm in the Willoughby Memorial Gallery, Corby Glen.

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

In attendance: 3 residents, a representative of the developer's company, Mrs S Woodman (Parish Clerk)

Open Forum:

Access across The Green: The representative of the company building a timber framed house behind 1 Station Road explained their issues with access for construction vehicles along Laxton's Lane. They request temporary access for large vehicles (up to 8 tonnes) across The Green for a period of up to 8 weeks to avoid the need to close Laxton's Lane to the public. These vehicles will include a large crane, which will be deployed on the site.

The chairman outlined some of the background and history associated with this build, including contractor accessing without permission and the condition of Laxton Lane - and the legal implications raised by vehicular access across The Green were discussed. The representative then left the meeting. The council determined to consider this request during the main meeting under item 7.06 (Laxton's Lane).

Community 'shed': This facility would enable local skills to be shared across the wider community and would be especially valuable in view of the growing community. Although the proposition is viewed favourably by the PC, it has no land or buildings to share, and the S106 funds currently at its disposal are limited.

The Ron Dawson Memorial Hall (RDMH) and the Church Street Rooms (CSR) are possible sites, although when raised at their AGM, the chairman of the RDMH did not appear to support the project because of potential safeguarding issues with the pre-school on site (although it might be possible to overcome these – more discussion is needed). Chair offered to facilitate future meetings.

Residents' issues: Lighting of the footpath between Barleycroft and Pridmore – none at present, and new fencing makes the footpath very dark. It may be possible to erect solar lights on poles (on LCC land). Cllr Ellam will investigate.

Brambles are reported across the footpath at the bottom of Tanners Lane. Cllr Shepperson to take photos preparatory to reporting on Fix my Street.

1. **Apologies for absence:** None.
2. **District and County Councillors' Reports:** None available
3. Because of a typing error on the agenda, the minutes of the previous meeting on May 13th 2026, will be approved at the next meeting.
4. **Councillors' Declarations of Interest:** None.
5. **Review of Action Log:**

26/01/12	Broken railing: Fixed.
26/01/24	Bin Swinstead Road: SKDC now added to round. Being emptied.
26/02/15	Grass cutting: Contractor has been asked to include inside the war memorial fence; they are mindful of protecting wild flowers. It was noted that they have not invoiced the council for 3 months – clerk has requested an explanation & invoices.
6. **Clerk's and Chair's Reports on Matters Outstanding**
 - 01 **Neighbourhood Planning, Local Plan and Conservation Area:** Cllr Ellam has held an initial meeting. Ongoing.
 - 02 **S106: New noticeboard.** Installed. The council thanked Cllr Baker for his efforts. The clerk will reclaim the cost from SKDC. Cllr Walsingham is considering lettering across the top.
New Defib: In progress
 - 03 **New Housing Estates – Sewerage Issues:** New pump installed on NCHA site – no effect on smell. It was noticeable that the smell increased when Allison Homes removed their dosing equipment. Residents are to be encouraged to raise individual complaints. Cllr Waumsley to draft an Action Plan.

- 04 Highways:** Cllr Walsingham is chasing LCC re edge markers on Tanners Lane. All were reminded that if an issue is marked 'closed' on Fix My Street, but the issue remains, it should be reported again.
- 05 Assets: Phone box** – Solar lights are now working. Cllr Ellam was thanked for his efforts. Still unclear how the electricity supply became disconnected. The phone box has been tidied after the recent fire and is now ready to receive books. A letter of thanks will go out to the tidier.
- PA System** – located at No. 10.

7. **Matters for Resolution**

- 06 Laxtons Lane:** The developer's request for access outlined in Open Forum above was discussed at length, with particular reference to the legal issues and past experiences.

After due consideration, on basis of the Council's existing legal advice, Cllrs agreed unanimously that the council was unable to agree to the request to allow access for construction vehicles across the Green, even if that results in the temporary closure of Laxtons Lane (if permitted by LCC Highways). The council trusts that the developer will abide by this decision. Clerk to communicate the decision to the developer.

- 07 Consider the need to maintain the Beacon:** Cllr Baker is awaiting the final quote.

8. **Reports from:**

Planning:

The council is disappointed that the community's views re the lockers were not heeded and the lockers have been removed.

08 Assets update

08.1 Approve purchase of new toddler swing: Costs for new parts £129 + VAT. Cllrs voted unanimously to accept this quote.

08.2 Consider the addition of lay persons to the Greens Working Group: Discussed. Potential overlap with the Community Group? Insurance issue to be considered.

9. **Payments and Accounts**

- (i) **Bank balances:** Monthly update set out below. Cllr Ellam had 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.

Opening current account balance from 1 May 2026	£6,122.01
Income received on bank statement 1 May – 31 May 2026	
VAT Refund	£525.52
Community Cleaner Grant	£463.32
Invoices cleared on bank statement 1 May – 31 May 2026	
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
Closing current account balance 31 May 2026	£5,295.38
Payments to be authorised/cleared: 1 June – 30 June 2026	
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
Insurance	£1022.56
Predicted current account balance on 30 June 2026 (excluding all Funds)	£3,581.65 £3,433.59
<u>Reserve Account</u>	
Previous Balance	£33,396.98
Transferred in this period	£0.00
Transferred out this period	£0.00
Current Balance	£33,396.98
Total Current Account + Reserve	£36,978.63

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

09 Consider legal position re access across The Green: 3 residents have been observed parking on The Green. In terms of unauthorised access across The Green, the question was raised as to whether the fact that this has been ongoing for some time affects the position. Parking and Access should be considered as 2 separate issues. It was considered that legal advice is required. Cllr Baker suggested that residents could be repeatedly ‘encouraged’ to repair any damage caused. Cllr Walsingham has drafted a letter to residents which is to be circulated to Cllrs first.

10 Consider delegation of planning / NP liaison within PC in lieu of Chair. No volunteers

11 Approve budget for Chair / Vice Chair (£500 pa) for minor spends without specific group approval eg land reg searches: It was agreed that the council would produce a Minor Expenditure Policy to cover all councillors. Cllr Shepperson agreed to draft a policy and circulate it to all councillors with a view to adopt at the July meeting.

12 Approve purchase of poo bags: Clerk authorised unanimously to purchase 1,000 poo bags at a maximum cost of £23.80.

13 Review Asset Register: Add Cones (cost: £39.99, location: Cllr Harwood’s house), Road Closure Signs (cost tbc, Various locations), Battery PA System (cost: £49:43, location: Cllr Shepperson’s house), Poppies (cost: £42:45, location: Cllr Shepperson’s house), Noticeboard (cost £732, location by Fighting Cocks pub). Speedwatch signs & Barleycroft / Pridmore lighting: to be removed. Updated Asset Register to be circulated to Cllrs.

14 Consider whether the village can take advantage of SKDC’s increased funding for community groups: Cllr Shepperson to circulate on social media.

15 Closed Session: The Council resolved unanimously to move into closed session to consider the following confidential matters in accordance with the Public Bodies (Admission to Meetings) Act 1960. *Should this resolution be passed, the public and press will be required to leave the meeting at this stage.*

15.1 Co-option to fill Cllr vacancy: Candidates had not been free to attend the current meeting. Because of holiday commitments, it was agreed unanimously to request candidates to submit a written resumé before the next meeting and to invite candidates to attend in advance of the meeting to deliver a short presentation about themselves and how their joining the council would benefit the community. Cllrs will then vote on which candidate to co-opt.

15.2 Staffing issues: The Staffing Committee reported to the Council that 13 applications had been received for the Parish Clerk position. Five applicants were shortlisted and invited for an interview; however, two subsequently withdrew, and one failed to attend. Following the interview process, both remaining candidates were presented to Full Council. It was resolved that an offer of employment be

made to the preferred candidate, subject to the receipt of satisfactory references and acceptance of the Council's requirements, namely the use of a Council-issued laptop for carrying out the role and the completion of WordPress training. It was further resolved that Cllr Baker purchase a laptop and printer for the role, with a maximum budget of £1,000, which was approved unanimously.

Cllr Shepperson was tasked with drafting an offer letter and circulating it to the Staffing Committee and the Chair for approval. The Council also agreed to serve notice on the incumbent Clerk, with a projected leaving date of 31 July 2026.

15.3 Recent ASB / incidents in the village: No more information is available as the matter is understood to be with the police.

15.4 Data protection position: Cllrs were reminded about confidentiality issues.

11. **Next meeting:**

The next regular meeting will be held on **Wednesday, 8th July 2026 at 7.30pm** in the **Willoughby Memorial Gallery**.

Meeting closed at 9.43 pm.

Mrs. Sue Woodman – Parish Clerk

Action Log 10th June 2026 – TO BE UPDATED PRIOR TO NEXT MEETING going forward.

Ref	Action	Responsibility	Date by
O/F	Highways Matters etc: Chase any Highways outstanding issues eg edge markers on Green	Cllr Walsingham	ongoing
O/F 26/06	Footpath lighting Barleycroft – Pridmore: Investigate options	Cllr Ellam	8/7/26
O/F 26/06	Bramble across Footpath – Tanners Lane: Take photos & report on Fix my Street	Cllr Shepperson	8/7/26
23/02/05	Leaflet with a map of village with street names: Awaiting redesign of map to include all street names & points of interest	Cllr Walsingham	8/7/26
25/03/21	Review of council policies: Review 'old' policies; if no change, record date reviewed. Publish on the website when approved	All Cllrs Clerk	Ongoing
26/01/30	Consider maintaining the Beacon: Obtain 3 quotes for removal, painting and replacing	Cllr Baker	8/7/26
26/02/16	Grass cutting: Monitor	Cllr Walsingham	ongoing
26/04/6.2	S106: Complete S106 application for new defib & cabinet Request release of funds for notice board	Cllr Shepperson Clerk	8/7/26 8/7/26
26/04/6.5	Assets – Phone box: Seek a solution to non-working light - In progress Feedback LCC response to local resident	Cllrs Ellam / Shepperson & Walsingham	8/7/26
26/04/8.2	Playground: Rocking Horse: Consider options for replacing the surface underneath 'Dog': Cleaning? Swing: Locate the right component Stepping Posts: Investigate options.	Cllr Shepperson Cllr Waumsley Cllr Shepperson Cllr Ellam	8/7/26
26/05/6.2	Second Defib: Discuss 2 nd defib with interested parties – clarify intentions	Cllr Walsingham	Once Chair is contacted
26/05/10.14	Access/Parking on The Green: Follow up free advice as available	Cllr Walsingham	08/07/26
26/06/6.03	Sewerage Smell: Encourage residents to raise individual complaints; Draw up new Action Plan	All Cllr Waumsley	08/07/26 08/07/26
26/06/7.06	Laxtons Lane: Communicate decision to developer	Clerk	asap
26/06/8.08.2	Lay persons on Working Group: Position to be clarified with Insurance company.	Clerk	08/07/26
26/06/9	Accounts: Add single figure for current + reserve account & monthly interest to Accounts; remove phone box detail.	Clerk	08/07/26
26/06/10.10	Access across the Green for residents: Circulate letter to Cllrs; issue letter after Cllrs comment No Parking / Access' notices: In progress – seeking PC logo	Cllr Walsingham Cllr Shepperson	08/07/26 08/07/26
26/06/10.11	Minor Expenditure Policy: Draft a policy and circulate to all councillors with a view to adopt at the July meeting.	Cllr Shepperson	08/07/26
26/06/10.12	Poo Bags: Buy 1,000 bags	Clerk	08/07/26
26/06/10.13	Asset Register: Provide information (see above) Update & circulate	Cllr Shepperson Clerk	asap 08/07/26
26/06/10.14	SKDC Funding: circulate on social media	Cllr Shepperson	08/07/26
26/06/15.1	Cllr Vacancy: Request candidates to provide a written resumé before the next meeting & to attend in advance of the meeting to deliver a short presentation	Clerk	asap
26/06/15.2	Staffing Issues: Make offer of employment to preferred candidate – draft offer letter and circulate to Staffing Committee and Chair for approval Purchase laptop and printer for clerk, maximum budget £1,000. Notify incumbent Clerk of projected leaving date of 31/7/2026.	Cllr Shepperson Cllr Baker	08/07/26 08/07/26