

# Claybrooke Magna Parish Council



## Minutes of Council Meeting held on 8<sup>th</sup> July 2021 at 7.00pm in the Village Hall

### Minutes

#### 1. Members Present

Cllr N Reseigh, chairman (NR), Cllr Jo-Ann Allcoat (JA), Cllr Mike Lenihan (ML), Cllr R Deacon (RD), DC R Page (RP) and Patricia Nunn (PN), Parish Clerk.  
0 members of the public were present

#### 2. Apologies for Absence

There were not any apologies.

#### 3. Public Participation

None.

#### 4. Disclosure of Personal Interests

There were not any disclosures.

#### 5. Formal Announcements from the Chairman

There were not any announcements.

#### 6. Minutes of last meeting held on 13th May 2021

Proposed by NR and seconded by ML to accept as an accurate record and were signed by NR.

#### 7. Matters Arising from Previous Minutes on 13th May 2021

- **Knotweed at Selete Bell St** – see later , item 16.
- **Memorial bench**– purchased. Help will be provided to transport and assemble.
- **Defibrillator case** -re-painted.
- **Village Hall** - Re-opening noted on facebook.
- **Memorial tree** – ongoing. **RD**
- **Contract for Primrose Place**- PN contacted developers and contract should be with residents by early July. Will contact residents for a copy **JB/JA**. **PN** also to contact developers again.
- **Playground sign** – has been moved but needs correcting. **ML**

#### 8. Matters raised by District/County Councilor

RP provides regular email updates and information prior to the Parish Council meeting and all matters noted.

#### 9. Finance

##### i) To consider and approve payments and receipts

- |   |          |
|---|----------|
| 1. Payment to P Nunn expenses (travel July meeting 45p x 10 = £4.50; Printing June and July 2 x 1.99 = £3.98; Plastic pockets -£9.99) | £18.47   |
| 2. Payment to John Kozlowsky for flat roof repairs to Village Hall  | £595.00  |
| 3. Payment to John Kozlowsky for replacing guttering at Village Hall  | £1850.00 |
| 4. Payment to CPA Horticulture for bark chippings in playground   | £235.00  |
| 5. Payment to Sharnford Horticulture for mower repair   | £ 30.00  |

6. Payment to P Nunn – salary Apr-Jun	£321.40
7. Payment to HMRC – tax Apr-Jun	£80.20
8. Payment to Sloane & Sons – memorial bench (playground)	£249.00

**Total Payments: £ 3339.07 (June = £3111.60; July £267.47)**

**Receipts**

**Interest**

Reserve 1	0.11
Reserve 2	0.04

Proposed by ML, seconded by NR, that the payments be paid and receipts noted. Unanimously agreed and **Resolved**.

ii) **Bank Reconciliation**

Showing bank reconciliations on all 3 accounts up to 30th June 2021.

**Current account**

c/f at 30.04.21		33,392.00
May payments	883.67	32,508.33
June payments	3111.60	29,396.73
July payment	249.00	<b>29,147.73</b>
Unpaid July payment	18.47	29,129.26

**Reserve Account 1**

30.04.21 c/f		6068.77
Interest	0.11	<b>6068.88</b>

**Reserve Account 2**

31.04.21 c/f		2234.89
Interest	0.04	<b>2234.93</b>

Proposed by NR, seconded by JB, to be accepted. Agreed unanimously and to be signed by NR. **Resolved**.

**10. Planning**

i) **New /Unresolved planning applications**

**21/00855/FUL** – 22 Woodland Avenue – single storey rear/side extension. Neutral.

ii) **Other/Ongoing Planning Matters**

**19/00390/COMS** - Selete Bell St – community garden – see later item16.

**11. Councillor or Other Training**

No training needs identified.

**12. Village Hall Update**

- Looking for quotes for resurfacing around hall. Will be funded through s106 monies.
- Still have regular weekly booking but no parties as yet.
- AGM will be held on 27<sup>th</sup> July.
- New guttering and flat roof repairs now completed.

**13. Playground Update**

- **Community Fund application** –MPCF has received bank details but funding not received as yet.
- **s106 Greenways for path** – Awaiting s106 and PROW funding from HDC for both paths. Work will not be done until after the school holidays.
- **Additional funding -tarmac** – have submitted an application for additional funding but still in process. If accepted payment will not be available until after September.
- **Playground equipment update** – cannot move forward until all funds are received as would not be cost effective. New bark chippings have been laid down and these will be re-used in new playground. Proposed by RD, seconded by NR, that more bark chippings be purchased as required. **Resolved**.

- **Pathway leading to playground** – quotes have been received by residents to repair the private road leading to the playground. As a gesture of goodwill as a one off payment it was proposed by NR , and seconded by RD, that a payment of £500 made as a contribution for the part that accesses the playground. **Resolved.**

#### **14. Burial Board Update**

- The consultation period for the planning application end at end of July.
- The all and railing shave been repaired.
- Awaiting MPCF funds to repair the pathway.
- The Chairman of the Burial Board is leaving her post after 25 years and the PC's thanks go to her for all her efforts and support over the years.

#### **15. CMPC Postbox Correspondence**

No correspondence received.

#### **16. Matters Arising**

- **Annual village inspection** – to be held on 10<sup>th</sup> August at 7pm
- **The Queen's Platinum Jubilee tree scheme** – only want 2 trees so may not viable. **PN**
- **Community Garden Update** – **RD** to investigate if knotweed is present and send photos to **RP**. Awaiting management plan from resident.

#### **17. Correspondence**

- **TTRO** – for carriageway patching on Manor Road on 2<sup>nd</sup> August.
- **Audit 2021/22** – Our current auditor is leaving Pwh to set up his own firm. It was proposed by NR, seconded by RD, that the Parish Council move to the new firm of AEH Accounting Ltd for the audit in 2022.

#### **18. AOB**

- Mailing list** - **NR** to look into the viability of a mailing list to enable better communication of Parish matters to residents.
- Woodyard driveway** – the extension has been completed for future business expansion. To be investigated. **RP**
- The PC would like to express their thanks to those residents who cleared the weeds from Bank Lane/Main Road and those who cleared the pathway on Vineyard/Bell Street
- Local List of Non-Designated Heritage Assets** - The consultations are open from 8th July 2021 until 5pm on Sunday 5 September 2021. The Village Hall is included. Noted.
- Village green hedge**- will be arranging a cut. **ML**

Meeting ended at 2105

#### **19. Date of Next Meeting**

The next Parish Council meeting will be held on Thursday 9<sup>th</sup> September 2021 at 7.00pm in the Village Hall.

To **resolve** that the minutes of the meeting of the Parish Council held on the 8th July 2021, and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

Name:.....Nick Reseigh.....

Date:.....9<sup>th</sup> September 2021.....

**Action Points:**

**Action point 1:** The environmental issues of knotweed to be investigated. RD and photos sent to RP who will contact environmental department if required. **RD**

**Action Point 2:** Playground sign to be adjusted. **ML**

**Action Point 3:** : New Memorial tree to be sought. **RD**

**Action Point 4:** Developers to be contacted again about the contract for Primrose Place. **PN** Residents also to be contacted for a copy. **JB/JA**

**Action Point 5:** The Queen's Platinum Jubilee tree scheme – check if can get 2 trees. **PN**

**Action Point 6:** The viability of a mailing list to enable better communication of Parish matters to residents to be looked into. **NR**

**Action Point 7:** Woodyard driveway. To be investigated. **RP**

**Action Point 8:** Village green hedge- will be arranging a cut. **ML**