

# Claybrooke Magna Parish Council



## Minutes of Council Meeting held on 10<sup>th</sup> November 2022 at 7.00pm in The Village Hall

### Minutes

#### 1. Members Present

Cllr N Reseigh, chairman (NR), Cllr Jo-Ann Allcoat (JA), Cllr R Deacon (RD), Cllr Mike Lenihan (ML), DCllr R Page (RP) and Patricia Nunn (PN), Parish Clerk.

8 members of the public were present.

#### 2. Apologies for Absence

Apologies from Cllr Jan Butcher (Vice Chairman) (JB), which were accepted.

#### 3. Public Participation

Residents joined the meeting at 7.30pm. Further discussion was had stating their distress and anger at the lack of communication about the laying down of gravestones in the Claybrooke Parva cemetery by members of the JBB. They were pleased to see that a website had been set up and with the information posted. A letter had been sent to the JBB by the Parish Council, after the last meeting, and a response was received on 30<sup>th</sup> October. The letter was read out to the residents. It was asked that the PC pass on the residents request that a meeting be set up with their representatives and the JBB so that the feelings could be explained and that they could receive details on how any such situation would be carried out in future. The PC agreed to pass this on to their JBB representative.

**All residents left the meeting.**

#### 4. Disclosure of Personal Interests

There were not any disclosures.

#### 5. Formal Announcements from the Chairman

There was not any announcements.

#### 6. Minutes of last meeting held on 29<sup>th</sup> September 2022

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 29<sup>th</sup> September 2022

- Playground notice board replacement and new compost bin - ongoing **RD**
- Quotes will be obtained to remove dead/dying trees on green. **ML/RD**
- Minor repairs to playground, following annual inspection, will be carried out in the Spring. **RD**
- Standing orders section 17 and concerning travelling expenses- see later section 15.

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

There is a Parish Liaison meeting coming up when changes to the infrastructure will be discussed.

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

##### To end of October 2022

1. Payment to P Nunn expenses (travel November meeting and Village inspection 2 x 10 x .45= 9.00, printing Oct and Nov – 12.98  
2x £1.99 = £3.98 )

|  |         |
|--|---------|
| 2. Payment to B Burton for annual mowing cost      | 500.00  |
| 3. Payment to HDC for bin collection Jul-Sept      | 57.40   |
| 4. Payment to HDC for annual playground inspection | 114.00  |
| 5. Payment to Signs of the Times for 3 road signs  | 1417.80 |

**Total Payments:** £2102.18 ( £671.40 paid in October)

**Receipts:**

|         |                         |         |
|---------|-------------------------|---------|
| 30.9.22 | Grant for village signs | 1050.00 |
| 31.8.22 | Interest reserve 1      | 0.55    |
| 31.8.22 | Interest reserve 2      | 0.65    |
| 30.9.22 | Interest reserve 1      | 1.10    |
| 30.9.22 | Interest reserve 2      | 1.31    |

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

ii) **Bank Reconciliation**

Showing bank reconciliations on all 3 accounts up to 31<sup>st</sup> October 2022.

**Current account**

|                          |                |                  |
|--------------------------|----------------|------------------|
| c/f at 31.08.22          |                | 8526.19          |
| September payments       | 447.13         | 8,561.86         |
| September receipts       | 5299.00        | 13,860.86        |
| October receipts         | 1050.00        | <b>14,910.86</b> |
| October payments         | 671.40         | 14,239.46        |
| <b>November payments</b> | <b>1430.78</b> | <b>12,808.68</b> |

**Reserve Account 1**

|              |      |                |
|--------------|------|----------------|
| 31.10.22 c/f |      | 6071.26        |
| Interest     | 1.65 | <b>6072.91</b> |

**Reserve Account 2 (Playground)**

|              |      |                |
|--------------|------|----------------|
| 31.10.22 c/f |      | 7237.21        |
| Interest     | 1.96 | <b>7239.17</b> |

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

iii) **Clerk's Pay Award 2022/23**

The pay award has been agreed nationally at £1 extra per hour, to £11.21 per hour, backdated to 1.4.22. This was proposed by NR to be accepted, seconded RD. **Resolved.**

iv) **Change of external Auditor**

The external auditor for AGAR had been changed from PKF Littlejohn to Moore UK. **Noted.**

**10. Planning**

i) **New /Unresolved planning applications**

No new planning applications received

ii) **Other/Ongoing Planning Matters**

**APP/F2415/W/21/3285135** – land adjacent to Seleta, Bell St – sent objection to Planning Inspector over appeal. Ongoing.

**APP/F2415/C/21/3287649** - Woodyard access – sent objection to Planning Inspector over appeal. Ongoing

**APP/F2415/W/22/3291139** – Mere Lane appeal was allowed for change of use from 1 traveller pitch to 5 pitches.

**11. Councillor or Other Training**

No training needs identified.

**12. Village Hall Update**

- additional s106 monies to be allocated soon
- Outside steps still to be completed

- A new toilet and basin has been put in ladies toilet.

### 13. Playground Update

- All the seeded grass areas have now regrown and looks very good.
- The rotten sleepers around play area will be replaced in the Spring.

### 14. Burial Board Update

- A new website has been launched on 7<sup>th</sup> November. Can be found at [www.claybrookecemetery.co.uk](http://www.claybrookecemetery.co.uk)
- Some areas of the cemetery to be -re-wilded to keep maintenance costs down in the new cemetery. The new cemetery will have dedicated areas for multifaith burials and ashes internments.
- The pathway extension works have been completed, in the new cemetery, together with a grave soil spoil bund.
- Next year's precept will show a 3% increase on this year due to new cemetery maintenance costs. **Noted.**
- There have been a number of thefts of notices and posts for the new cemetery notice board. The costs of replacements may require the precept to be looked at again. This has been reported to the Police and residents are asked to pass on any information, pertaining to this, to the Police.

### 15. Matters Arising

- Standing Orders review** – Review of sections 1 (Meetings generally), section 17 (financial controls) and a new section for Councillors claiming for travelling expenses. Proposed by NR, seconded by JA, that these reviews be accepted. **Resolved.**
  - Village Signs** – thanking drivers for driving carefully, have now been received. There was a slight increase in cost due to the time between quotation and order. The increase was **agreed.**
  - Advert for new Parish Councillors** – this was submitted and agreed to be posted in the New Year.
  - 2023 Parish Election costs** – these costs have been published. **Noted**
  - Annual Village Inspection** – carried out on 11<sup>th</sup> October. Some potholes were noted and missing road markings which were reported to LCC. The bus shelter to be re-painted. **All.** The trees behind the jubilee to be trimmed. **ML/RD**
  - Website change**- Enquiries will be made to find anew provider for the website to make it more user friendly and cheaper. **PN**
  - Remembrance Day**- 2 wreaths have been received. One for the church and one for the Village Hall. Our thanks go to RD who will be laying the wreath at the church on the PC's behalf.
- vi) **Update on Jubilee Pathway and Climbing Wall** – the PC have been successful in obtaining £70k funding for a new jubilee pathway. It was proposed by RD, seconded by ML, that T&G contractors would be used to construct the path as they were the cheapest and have done excellent work for the PC before. **Resolved.** Once funding is received LCC and the contractor will be notified. Still awaiting the result of the climbing wall application.

### 16. Correspondence / Village Hall CMPC Postbox - None received.

### 17. AOB

- **HDC Community Safety Plan survey** - to be completed. **JB**
- **Burns Supper**- to be held on 27 January 2023. Only a few tickets left.!

Sadly Eric Garnett has died and condolences are sent to his family and friends. Mr Garnett had spent many years helping to improve the Village Hall and other community projects. He will be sadly missed.

Meeting ended at 2050

### 18. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 8<sup>th</sup> December 2022 at 7pm in the Village Hall.

To **resolve** that the minutes of the meeting of the Parish Council held on the 10<sup>th</sup> November 2022, and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

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

Date:.....8<sup>th</sup> December 2022.....

**Action Point 1:** Playground notice board and compost bin to be replaced. **RD**

**Action Point 2:** Quotes to be obtained for cost of removing the dead/dying trees on green. **ML/RD**

**Action Point 3:** Minor repairs to playground to be carried out in the Spring. **RD**

**Action Point 4:** Enquiries will be made to find a new provider for the website to make it more user friendly and cheaper.**PN**

**Action Point 5:** The bus shelter to be re-painted. **All**. The trees behind the jubilee to be trimmed. **ML/RD**

**Action Point 6:** HDC Community Safety Plan survey to be completed. **JB**