



Claybrooke Magna Parish Council

Minutes of Annual Parish Council Meeting held on Thursday 14th May 2020 at 7pm

The The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel meetings) (England and Wales) Regulations came into force on 4th April 2020. Accordingly, due to the current situation, this meeting was held remotely over skype and telephone

1. Members Present

Cllr Nick Reseigh, Chairman, (NR), Cllr Jan Butcher (JB) vice- chairman, Cllr Jo-Ann Allcoat (JA), Cllr R Deacon (RD), Cllr Mike Lenihan (ML), and Patricia Nunn (PN), Parish Clerk.

2. Apologies for Absence

Apologies received from District Councillor Rosita Page (RP) due to technical difficulties.

3. Election of Chairman and Vice Chairman to the Council

The current Chairman and vice chairman, NR and JB, stood down from their positions. NR was proposed for Chairman by JA, seconded by ML and agreed unanimously. **Duly elected.**

JB was proposed for Vice Chairman by NR, seconded by RD and agreed unanimously. **Duly elected.**

Acceptance of Office forms will be signed after the meeting.

4. Disclosure of Interests

There were none.

5. Acceptance of Minutes of previous Annual Council Meeting on 9th May 2019

Resolved to accept the minutes as an accurate record of the meeting and signed later by NR.

6. Parish Council Annual Report by Chairman

The Annual Report was presented to the Council by NR, detailing what has been achieved in the Parish during the past year and will be available on the website. The Chair particularly commended JA for all her work to ensure communication with the Parish residents on the website and facebook on Council matters; JB for all her work; ML for all his work on the Village Hall Committee and RD for his commitment to the playground development and maintenance. Everyone's efforts are greatly appreciated.

7. Finance

i) Financial Annual Report

An end of year report was presented to the Council by PN detailing the payments, receipts and bank reconciliations for the year 2019/20. It was proposed by NR and seconded by RD to be noted and **agreed** unanimously. This will form part of the AGAR to be sent to the internal auditor.

ii) Asset Register

Updated for 2020/21 and will form part of Annual report for the auditor. Proposed by NR, seconded by ML and **accepted** unanimously.

- 8. Review of Code of Conduct/ Financial Regulations/ Standing orders and other Policies**
Reviewed. Proposed by NR, seconded by ML that are accepted. **Agreed unanimously.** All policies and procedures will be reviewed annually.
- 9. Review of Insurance Cover**
The PC are tied into Zurich until 2021 on a 5 year package to achieve a discount. The updated asset register has been sent to Zurich to include the 2 notice boards purchased in 2019.
- 10. Outside Bodies' Reports**
 - i) Burial Board**
Report presented to meeting
 - ii) Marc Smith Charity**
This offers education grants for the community. The report was not available for the meeting due to difficulties of coronavirus situation. They will be forwarded as soon as practicable.
 - ii) Alderman Newton Charity**
This offers education grants for the community. Their report was presented to the meeting.
 - iii) Magna Park Liaison Group**
The Group was formed to enable the local community to raise concerns and issues about the development. It was agreed to continue participating.
 - iv) Village Hall Committee**
A report was presented to the meeting on what had been achieved in the past year.

All reports will be published on the website. **JA.**

- v) Election of Parish Council representative to above Bodies**
 - Burial Board – JB
 - Alderman Newton – Brian Fowler
 - Marc Smith - JA/JB
 - Village Hall – ML
 - Magna Park Liaison Group – JA/NS

- 11. Dates for Council meetings for the next year**
These were provided to the meeting.
- 12. Any Other Business**
There was no other business

The meeting ended at 1935.

To **resolve** that the minutes of the meeting of the Annual Parish Council Meeting held on the 14thth May 2020, and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

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

Date:.....

Annual report from Claybrooke Joint Burial Board to the Parishes of Ullesthorpe, Claybrooke Magna and Claybrooke Parva. Year ending 31st March 2020.

Following the re-establishment of Claybrooke Parva Parish Council their representative on the Burial Board is now Cllr A. Briggs.

The Board continue to meet on a regular basis and include site visits to the cemetery. The Clerk visits on a regular weekly basis and on the occasions of interments or headstone replacements. The high wind condition early in 2020 caused the loss of several tree branches, these have now all been cleared and there is no obvious damage to any memorials or headstones.

The grass cutting contractor performed successfully last year and it was agreed to extend his contract for 2020/21. This work started in March and a bi-weekly cut will take place through the season. In addition, they have undertaken to clear all the dead branches and debris that has accumulated throughout the winter and make good any fence repairs.

During last year there were four interments into the Cemetery and the disposal of two cremated remains. The Board have given consent for eleven new memorial stones on existing graves and there are seventy-eight plots reserved for residents of the three villages. There are twelve readily available vacant burial plots and fifty-one ashes plots available in the Garden of Remembrance.

Leicester County Council Footpaths Officer has expressed concern regarding the fence adjacent to footpath W84 which runs alongside the Cemetery boundary. The Burial Board have this matter in hand in an attempt to resolve the situation as this could be considered a Health and Safety issue.

The Burial Register pre 1922 has now been traced and the Burial Boards records have been updated. The register is now back with the County Records Office at Wigston for safe keeping.

A matter of pressing concern is the space available for future interments into the Cemetery. The Board has made approaches to adjacent landowners including the Leicester Diocese but have not had any positive responses. A possible solution to the lack of space would be to apply to the Home Office to adopt the practice of 'Dig & Deepen' where any grave unused for a period of over 100 years could be reused.

In a tight knit community covered by the Burial Board this could be a sensitive issue as most of the graves have memorials on them and many still have family connections living in the area.

The soiled remains of Christmas Wreaths continue to be a problem. These are put on family graves by individuals prior to Christmas but no thought is given of how these are disposed of and it is long, tedious and time-consuming task collecting all the dead wreaths up at the end of January.

There has been a small increase in population in all three parishes over the last year the Board decided that the base precept rate should remain unchanged from last years and invoices have now been sent out. General fees and charges have remained unaltered from the previous year except for the 'Reserved Plot' fee which has been increase to £50 for a five-year period.

The Burial Board consists of:

Mrs L Chamberlain (*Chairman*)
Mr A. Briggs
Mrs J. Butcher
Mr M. C. Howell (*Clerk to the Board*)

April 2020

Alderman Newton (Claybrooke) Report To Parishes 2019/20

Charitable Objects and Operation

Alderman Newton's Educational Foundation provides grants for educational activities, including social and physical training, to young people in need of financial assistance within the parishes as designated by the charity's deed. Awards are made to individuals, local schools and other organisations. The usual place of residence of applicants must be within the parishes of Claybrooke Parva, Claybrooke Magna, Ullesthorpe, Wibtoft and Wigston Parva.

Further information is available on our website:

<http://www.aldermannewtonclaybrooke.co.uk>.

Trustees: The new vicar, Rev. Sister Liz Heaton, has joined the Trustee team. The other Trustees are Mrs Ivy Hall and Mrs Lesley Hammond (both appointed by St Peter's Church), Mr Brian Fowler (Parish Councils' representative) and Mr William Fantham (appointed by Leics County Council).

Officers: Sarah Harris (Clerk) and Jan Butcher (Treasurer).

Summary of 2019/20 Grant Allocation

The Claybrooke Branch of the Alderman Newton Educational Foundation receives an annual grant from the Foundation's Head Office. This is our sole source of income.

We received 18 applications for grant awards; all but 1 of which were agreed by the Trustees. The 1 application rejected was due to the applicant not meeting the specified age eligibility criteria. Of those successful, 13 were personal applicants (7 students applying for the first time and 6 applying for ongoing assistance) and 4 from local organisations and groups that provide educational activities.

Of the personal applicants 5 were from Ullesthorpe, 3 from Claybrooke Magna and 5 from Claybrooke Parva.

Payments Made 2019/20

Grants were paid to individuals to cover a diverse range of studies including: Degrees in Medicine and Equine Science and Diplomas in Engineering and Sports Therapy.

Organisations were awarded grants for a range of activities including resources for Biblical story telling, comparative religious studies and IT development. At the financial year end, all but 4 grants were claimed

Coronavirus Response

In view of the disruption resulting from the coronavirus crisis, Trustees have agreed to extend the deadline for applicants who had not submitted a claim at the year end.

Jan Butcher, March 2020

Claybrooke Magna Village Hall

Parish Council Report 2019/20

The Village Hall stands at the centre of the village and provides a convenient location for a wide range of activities. In normal circumstances it is a well used facility for both local residents and those from farther afield.

However we are not now in normal times and since the lock down the Hall has been more or less shut. Prior to this the Hall was in regular use by an array of groups and individuals. Interestingly enough someone has placed a “rainbow” on the gate to the Village Hall saying that they miss the Mums & Tots activity, which I feel highlights the fact that the Hall is a much appreciated asset.

One of the issues that the Village Hall Committee had come to realise was the quality of the seating that was offered to users and thus sourced new chairs that offered a much enhanced offer of comfort. The Committee is therefore extremely grateful to the Parish Council for their financial assistance in making the purchase of the new range of chairs possible.

Financially the Village Hall is in reasonable shape and recorded a small profit on it's activities during the year.

The accounts have not been audited but highlights from from the P&L are :-

Yearly income	£7,923
Yearly expenditure	£6,342
Net profit	£1,581