

Claybrooke Magna Parish Council



Minutes of Council Meeting held at the Village Hall on

9th May 2019

1. Members Present

Cllr Nick Reseigh, Chair, (NR), Cllr Jan Butcher (JB), Cllr Jo-Ann Allcoat (JA) and Patricia Nunn (PN), Parish Clerk.

Member of the Public in attendance: Mr R Deacon

2. Apologies for Absence

Apologies received from Cllr Mike Lenihan (ML) and District Councilor Rosita Page (RP).

3. Disclosure of Personal Interests

There were no disclosures.

4. Formal Announcements from the Chair

This was reported in the Annual report and Chair's comments at AGM before this meeting.

5. Minutes from the Last Meeting held on 11th April 2019

It was noted that Cllr R Deacon sent his apologies for the meeting but this was not recorded.

Confirmed as an accurate record by Council and signed by NR.

6. Matters Arising from Previous Minutes

- (i) Have contacted the representative of the wood yard about the cigarette ends and they hope to find a solution. Will continue to monitor. **ALL**
- (ii) JB contacted HDC about road sweeping and will sweep again, time to be decided.
- (iii) JB reported damage due to aggregate lorries and continue to monitor situation. Temporary road surface has improved. Pavement and grass verges still an issue. Particularly monitor any damage to Jubilee tree. **ALL**
- (iv) NR checked precept amount and was found to be correct.
- (v) All invoices received in April were paid.

- (vi) JB raised Council's objections to Planning Applications 19/00417/FUL and 19/00212/FUL to HDC.
- (vii) The Village Hall committee has received 3 quotes for new chairs and are considering the most suitable.
- (viii) ML completed the Build Facilities Strategy form.
- (ix) LRALC 2019 AGM on 15th June 2019. Council to be represented by JB. **JB** to report back at next meeting. Representative to be registered for attendance. **PN**
- (x) NR wrote letter of thanks to M Howell – Clerk of Burial Board.

7. Appointment of Members to the Council

At the AGM it was proposed and agreed that NR should continue as Chair and JB to act as Vice Chair.

8. Matters raised by District/County Council

- (i) Leader's report of 16th April 2019 from RP noted.
RP provides regular email updates and information prior meeting to the Parish Council and all matters noted.

9. Public Participation

Matters raised by members of the public:

- i) Concern has been raised about condition of Jubilee tree due to the development. This will be monitored.

10. Finance

- (i) **To consider and approved for payments and receipts:**

Payments in the period:

Clerks expenses	£28.01
<i>(Made up of mileage £4.50, postage £4.20, stationery £17.32, printer ink £1.99)</i>	
Maintenance of website – 2 Commune	£300.00
Flowers for thanks to F Grundy	£35.00
Final payment for Parish Notice Boards	£826.95
Annual Insurance - Zurich	£677.46

- ii) **Receipts in the period:**

26.4.19	To current account	£525.00
	<i>(repayment of duplicate cheque)</i>	

30.4.19 To reserve account 1 - interest £2.04

30.4.19 To reserve account 2 - interest £0.39

Moved by NR, seconded by JB and unanimously agreed. **Resolved** that the payments are authorised for payment and receipts noted.

(ii) **Monthly Budget Report**

To be submitted at next meeting now precept is confirmed.

(iii) **On Line Banking Facilities**

It was proposed by JB, seconded by NR, that the signatories for the cheques be changed to current from retired members, and to proceed to on line banking. Unanimously agreed and **Resolved**.

(iv) **Clerk's Salary and Expenses**

Proposed by NR and seconded by JB. Hours, salary and expenses were **agreed** unanimously. Clerk to be paid 3 monthly.

(v) **Certificate of Exemption to AGAR**

This was agreed and signed at AGM. The AGAR will be completed by 30th June 2019.

(vi) **Publication of Accounts on Website**

It was agreed to publish the accounts on the website before 17th June 2019.

11. Planning

(i) **New /Unresolved planning applications**

Planning Application 19/00619/ADV – installation of 2 non illuminated free standing advertisement boards to the west of Main Road. No objection raised. Concern to be lodged with HDC about maintaining condition of the Jubilee tree in that area. **JB**

(ii) **Other/Ongoing Planning Matters**

No other matters. But for the record, the Council lodged their disappointment at the approval, by HDC, for both the Local Plan and Magna Park development, despite local objections.

12. Correspondence

(i) **Village Halls Improvement Grant** – unfortunately as a Parish Council, we are not eligible.

(ii) **Neighbourhood Planning Conference** -. This is still under review but of the opinion that not appropriate for our community at the present time.

(iii) **Parish Liaison and Community Facilities Officers** – Arrangements have been made to meet new officers on 16th May 2019.

(iv) **Grass Cutting/shed** – Keys to the shed have been allocated. Council will be billed annually as same rate as last year. Council to provide petrol.

(v) **Star Council Awards** –Noted

- (vi) **Election Myths** – sent by HDC and noted.
- (vii) **Councilor Register of interest Forms** – all Cllrs have them and will complete and send to HDC by 13th May 2019.
- (viii) **Annual Insurance Renewal** – Current Policy ends on 31st May 2019. Have contacted Zurich and cost has been maintained similar to that of last year. May be slight increase in premium due to changes to Policy requested by Council at this meeting. These changes include the removal of an asset no longer in use, and inclusion of new ones. Also, the removal of the section on holding money, as not required. Any changes in premium will be reported at the next meeting. PN authorised to pay premium and renew cover from 1st June 2019.
- (ix) **Additions to website by Selectra** – agreed to add to facebook page for resident information. **JA**

10. Village Hall Update

No other matters raised.

11. Playground Update

No other matters raised.

12. Any Other Business

- (i) **Co-Option of Councilor** – Advertisement for Cllr vacancy to be put on notice board. **JB** Deadline to be end of June so anyone interested can be invited to July meeting.
- (ii) **Procedures manual** - ongoing.
- (iii) **Quarterly Clerks’ meeting**- PN to attend on 22nd May 2019.

Meeting ended at 10.15 pm

13. Date of Next Meeting

Thursday 11th July 2019 at 7.30pm in Village Hall.

To resolve that the minutes of the meeting of the Council/committee held on the 9th May 2019 and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

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

Date:.....11th July 2019.....

Action Point Summary:

Action Point 1: Will continue to monitor situation of cigarette ends outside wood yard. **ALL**

Action Point 2: Monitor situation of aggregate lorries coming through village and if are further incidents will make complaint. **ALL**

Action Point 3: Continue to monitor any damage form aggregate lorries. Particularly any damage to Jubilee tree. **ALL**

Action Point 4 on 15th June 2019. Council to be represented at LRALC 2019 AGM by JB. **JB** to report back at next meeting. Representative to be registered for attendance. **PN**

Action Point 5: Planning application 19/00619/ADV. Concern to be lodged with HDC about maintaining condition of the Jubilee tree in that area. **JB**

Action Point 6: Note any changes to insurance cover costs due to alterations. Report to next meeting. **PN**

Action Point 7: Add information about Selectra to facebook page for resident information. **JA**

Action Point 8: Advertisement for Cllr vacancy to be put on notice board. **JB**