

Claybrooke Magna Parish Council



Minutes of Council Meeting held at the Village Hall on 10th October 2019

1. Members Present

Cllr Nick Reseigh, Chair, (NR), Cllr Jo-Ann Allcoat (JA), Cllr Rob Deacon (RD), Cllr Mike Lenihan (ML), Cllr Jan Butcher (JB) and Patricia Nunn (PN), Parish Clerk

There were 2 members of the public present

2. Apologies for Absence

Apologies received from District Cllr Rosita Page (RP) and Council **resolved** to accept them.

3. Public Participation

Mr John Horsfall attended the meeting. The Council **resolved** that he should to be the Registered Keeper of the defibrillator for the Parish Council. As part of the maintenance of the defibrillator, Mr Horsfall purchased 2 new pads and offered workshops to the community. This will be discussed at the meeting in January 2020. Thanks was given to Mr Horsfall for generously giving up his time to perform this task.

Mrs Victoria Demery attended the meeting to ask if there was anyone in the village, or known to Cllrs, who might have the necessary skills to help overturn a planning decision concerning the school swimming pool. Any information will be forwarded.

4. Disclosure of Personal Interests

There were no disclosures.

5. Minutes of last meeting held on 12th September 2019

Resolved to accept as an accurate record and signed by NR.

6. Matters Arising from Previous Minutes on 12th September 2019

- i) A workshop to be arranged with N Hinkin to discuss s106 funding on 12th November at the Village Hall. **PN**
- ii) Selectra information been added to Facebook page.
- iii) **RD** returned Register of Interest forms to HDC. Question HDC about link from HDC website to ours showing information. Do we still have to publish? **PN**
- iv) Still having problems getting mandate from NatWest. **Resolved** to change current account to Lloyds to allow easier access and on line banking. **PN**
- v) Need to get new litter picker. **JA**
- vi) New D ring for swing. **RD**
- vii) Poster for lotto on facebook.
- viii) LRLAC will provide audit services.
- ix) Poster for Zumba no longer required.
- x) PN sent mid-year report to Trevor Dawes who approved them.
- xi) Training Policy was changed.
- xii) The mower and petrol are now stored in the shed for ease of access.
- xiii) NHT Survey to be completed. **JB**.
- xiv) Emergency Supply kit has been reviewed as good.
- xv) Damage to Millennium tree repaired. **Resolved** to obtain a plaque for the tree. **RD/ML**
- xvi) Footpath access to be cleared. **RD**

xvii) Highways responsible for tree coated with ivy and have cleared it.

7. Formal Announcements from the Chairman

There were no formal announcements.

8. Matters raised by District/County Councilor

Leaders Report dated 25th September and Position Statement dated 25th September were noted.

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

9. Finance

i) To consider and approve payments and receipts:

Payments in the period:

Payment to P Nunn for expenses in the period	£ 32.78	
Payment to P Nunn for 3 month's salary	£390.80	
Payment to HMRC – tax on salary P Nunn	£ 78.20	
Payment to Ladywell Accountancy (annual fee)	£32.00	
Payment to HDC for dog/litter bin Apr-Jun	£104.31	Paid 04.10.2019
Payment to HDC for dog/litter bin Jul - Sept	£105.81	Paid 04.10.2019
Payment to HDC for election admin.	£400.00	Paid 04.10.2019
Payment to HDC for playground inspection	£108.00	Paid 04.10.2019
Payment to J Horsfall for defibrillator pads	£ 84.00	
Payment to B Burton for annual grass cutting	£440.00	

Receipts in the period:

Half annual precept	£5004.50
Interest (Reserve 1)	£ 3.64
Interest (Reserve 2)	£ 1.15

Resolved that the payments to be paid and receipts noted.

ii) Monthly Finance Report and Bank Reconciliation

Submitted for end of September showing the annual payments and receipts this year and also bank reconciliations on all 3 accounts up to 30th September 2019.

Balances:

Current account	£5479.12
Reserve account 1	£11059.73
Reserve account 2	£2231.71

iii) Half Yearly Accounts and Bank Reconciliation

This was noted and agreed.

12. Planning

(i) New /Unresolved planning applications

No new planning applications logged.

(ii) Other/Ongoing Planning Matters

Made further contact with HDC planning about Selete Bell St as landscaping still not started. To be reviewed at next meeting. 19/00390/COMS. **PN**

13. Councillor or Other Training

PN attended Parish Clerk 1,2 and 3 courses in September and October. The cost of the courses and travel to be shared between Claybrooke Magna PC and Cotesbach PC.

14. Correspondence

- i) **Police Intercultural Evening** – Unfortunately date clashes with Parish Council meeting.
- ii) **Annual Parish Liaison meeting 6th November**- NS to attend.
- iii) **Community Funding** – offered by HDC for projects that improve the environment, community facilities etc of between £1,000 and £5,000. Have to provide 3 quotes and supporting documents and will refund up to 75% of cost if successful. **Resolved** to put in a claim to cover cost of Village Hall chairs. **PN**
- iv) **Community Governance Review**- Neither Claybrooke Magna nor Parva have a wish to amalgamate. May take opportunity to co-opt another Councillor as parishioners will be increasing with new housing development. A reply to be sent to HDC. **JB**

15. Village Hall Update

ML in process of getting new quotes as original chairs chosen would be too big, so order approved at the last meeting has been cancelled.

There will be a bingo night on 29th November.

16. Playground Update

The playground inspection held on 23rd July was reviewed. Some elements have been replaced. Area has been cleared of weeds and areas, around equipment, trimmed. Thanks to RD for this. Most of equipment needs replacing and new surfaces are required, so will ask Nada at the s106 meeting to put this forward. Types of playground/fitness equipment to be looked into and costed. **RD**

17. Matters Arising

- i) **Arrangements for Christmas** – a parishioner has agreed to let the Council use his electricity for the Christmas lights on the Village Green. Weatherproof cabling and box to be installed which can be removed and stored each year. Lights will be up from November to January. A Switch on ceremony to be looked into with local school and consider provision of refreshments. **JA**
The electrical work will cost £612.68 and the Council **resolved** that this work could be completed. **ML**
Resolved that a letter of thanks to be written to parishioner with offer of donation for cost of electricity. **NR**
- ii) **Remembrance Sunday** – RD agreed to represent Council and lay the wreath. Invoice will be forwarded.
- iii) **Village Inspection review** – carried out on 11th July. All areas have been completed or in progress.
- iv) **Signing of electronic mail forms**- all councillors signed
- v) **Transparency Code**- all relevant documents on website and up to date.
- (iv) **Village Snow Warden** – HDC have new opportunity for a volunteer village snow warden in case of bad weather. Parishioners to be notified via facebook page and to contact Councillors if interested.

Meeting ended at 9.450pm

18. Date of Next Meeting

Thursday 14th November 2019 at 7.30pm in Village Hall.

To **resolve** that the minutes of the meeting of the Council/committee held on the 10th October and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

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

Date:.....14th November 2019.....

Action Points:

Action Point 1: A workshop to be arranged with N Hinkin to discuss s106 funding on 12th November at the Village Hall. **PN**

Action Point 2: Question HDC about link from HDC website to ours showing information. Do we still have to publish? **PN**

Action Point 3: Change current account to Lloyds to allow easier access and on line banking. **PN**

Action Point 4: Need to get new litter picker. **JA**

Action Point 5: Need to source a D ring to replace broken one on swing. **RD**

Action Point 6: NHT Survey to be completed. **JB.**

Action Point 7: Obtain a plaque for Jubilee tree. **RD/ML**

Action Point 8: Footpath access to be cleared. **RD**

Action Point 9: Selete Bell St landscaping to be reviewed at next meeting. **PN**

Action point 10: Put in a claim to HDC for community funding to cover cost of Village Hall chairs. **PN**

Action Point 11: A reply to be sent to HDC concerning Community Governance review. **JB**

Action Point 12: Types of new playground/fitness equipment to be looked into and costed. **RD**

Action Point 13: The electrical work for Xmas lights to be carried out. **ML**

Action Point 14: Letter of thanks written to parishioner for use of electricity and a donation offered. **NR**

Action point 15: A light switch on ceremony to be investigated with local school and refreshments arranged. **JA**