

# Claybrooke Magna Parish Council



## Minutes of Council Meeting held at the Village Hall on 12<sup>th</sup> March 2020

### 1. Members Present

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

0 members of the public were present

### 2. Apologies for Absence

Apologies received from District Cllr R Page (RP)

### 3. Public Participation

None

### 4. Disclosure of Personal Interests

There were not any disclosures.

### 5. Formal Announcements from the Chairman

No announcements were made.

### 6. Minutes of last meeting held on 13<sup>th</sup> February 2020

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

### 7. Matters Arising from Previous Minutes on 13<sup>th</sup> February 2020

i) Contractor been contacted for a quote to remove brambles and weeds from playground. **ML**

ii) Application s106 monies for Village Hall kitchen progressing.

iii) D ring fitted in playground.

iv) Liaison meeting on s106 monies for playground. See later under item13.

v) Ownership of path by playground to be clarified. **RP**

vi) Claybrooke Parva were contacted about sharing speed restriction signs and on their agenda.

vii) LCC were contacted about road calming measures but the village has not had any serious safety issues so would not be funded by LCC.

viii) VE Day Celebrations - see later under Item 12.

ix) Reports were made about emptying of poo bins and broken catch. Not yet emptied or mended. HDC to be contacted again. **PN**

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

Leaders report dated 24<sup>th</sup> February 2020 noted.

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 (clerk) for expenses            | £6.49   |
| 2. Payment to HDC – Bin move                         | £232.32 |
| 3. Payment to 2 Commune for changes to e mail domain | £42.00  |
| 4. Payment to P Nunn (3 month salary Jan-Mar)        | £351.85 |
| 5. Payment to HMRC – (3 month tax Jan-Mar)           | £87.80  |

6. Payment to J Butcher -reimbursement of refreshments for litter pick £8.30

**Total Payments: £728.76**

**Receipts**

|           |                              |      |
|-----------|------------------------------|------|
| 31.01.20  | Interest (Reserve account 1) | 1.03 |
| 31.01.20  | Interest (Reserve account 2) | 0.38 |
| 28.02.20  | Interest (Reserve account 1) | 0.93 |
| 28..02.20 | Interest (Reserve account 2) | 0.34 |

Proposed by JB, seconded by NR and **Resolved** that the payments to be paid and receipts noted.

ii) **Bank Reconciliation**

Showing bank reconciliations on all 3 accounts up to 29<sup>th</sup> February 2020.

**Balances:**

**Current account (51959768)**

|                             |         |         |
|-----------------------------|---------|---------|
| c/f at 31.01.20             |         | 5453.47 |
| HDC bin move (Payment No.2) | £232.32 | 5221.15 |
| February payments           | £ 61.65 | 5159.50 |

**Outstanding February payments**

**(payments for chairs, Burial Bd., mower service) £2430.54 2728.96**

**March payments £496.44 2232.52**

**Reserve Account (47511842)**

|              |      |                |
|--------------|------|----------------|
| 31.01.20 c/f |      | 6063.22        |
| Interest     | 1.96 | <b>6065.18</b> |

**Reserve Account (47511850)**

|              |      |                |
|--------------|------|----------------|
| 31.01.20 c/f |      | 2232.83        |
| Interest     | 0.72 | <b>2233.55</b> |

Proposed by RD, seconded by ML to be accepted, and signed by NR.

**10. Planning**

i) **New /Unresolved planning applications**

20/00269/FUL received for 4 main Road – erection of single storey rear and 2 storey side and rear extensions. Accepted in principle but the road line of the houses should be adhered to and character to be in keeping with existing houses- no flat roofs.

ii) **Other/Ongoing Planning Matters**

19/00390/COMS Selete Bell St landscaping – nothing will be done due to weather but keep on future agenda to monitor.

**11. Councillor or Other Training**

No training needs noted.

**12. Village Hall Update**

- £500 VE Day grant from HDC has been applied for
- chairs arrived and in place
- PCC election 7<sup>th</sup> May subject to coronavirus
- s106 monies for kitchen improvement progressing. Need one more quote. Village hall Committee have appointed a Group to agree on quotes.
- 100 Club – need to re-register

**13. Playground Update**

- **s106 Liaison meeting and update** – NR attended a meeting with T Day from HDC. Unlikely that will receive money to replace old playground equipment. May be money to create a sports area of

tarmaced space with hoops. Proposed by NR and seconded by RD to get quotes to clear play area space, lay soft tarmac, purchase hoops and netting to protect nearby housing. **Resolved** to so do.

**RD**

**NR** to tell T Day that will be submitting a proposal for this money.

#### 14. Matters Arising

- i) **S106 Greenways**– £5687.46 available for pathways to be used by 12.3.24. RP looking into ownership of path by playground. May also look at improving path opposite pub if cannot be completed by LCC in new financial year. LCC to be contacted again in April. **PN**
- ii) **A5 Safety Issues** – Road safety measures have started with road signs and resurfacing.
- iii) **Tackling Road safety** –Still considering mobile speed signs with Claybrooke Parva PC.
- iv) **Main Road Speed Initiatives** – LCC have a Bin Sticker Initiative so signs can be applied to bins asking drivers to adhere to speed limit. LCC to be asked to supply. **PN**
- v) **Parish Meeting** – Agenda agreed for meeting on 9<sup>th</sup> April before PC meeting. Agenda to be published as usual and also put on facebook. **JA/ML**
- vi) **VE Day Celebrations** – see above, item 12. Will be held in Village Hall on Friday 8<sup>th</sup> May.
- vii) **Sale of Laptop** – Received an offer to buy old laptop. If decide to do so all data will be removed.

#### 15. Correspondence

- **Shared Lives Advertising Campaign by LCC** – noted and notice to be put in board

#### 16. AOB

**Coronavirus – exceptional Item added to agenda** – Have received information from LRLAC – noted. Discussion over vulnerable people in village if are affected. A flier to be sent to all Parishioners saying who to contact if in need. Claybrooke Parva PC to be contacted to do as joint venture. **NR**

In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which such delegation is put in place.

Discussion over vulnerable people in village if are affected. A flier to be sent to all Parishioners saying who to contact if in need. Claybrooke Parva PC to be contacted to do as joint venture. **NR**  
Proposed by NR and seconded by JA. **Resolved** so to do.

**Litter Pick** – on Saturday 14<sup>th</sup> March. Equipment to be taken to Claybrooke Parva after pick

Meeting ended at 9.00 pm

#### 17. Date of Next Meeting

Thursday 9<sup>th</sup> March 2020 at 7.30pm in Village Hall.

Prior to this meeting will be Annual Parish Meeting at 7pm.

To **resolve** that the minutes of the meeting of the Council/committee held on the 12<sup>th</sup> March 2020, and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

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

Date:.....9<sup>th</sup> April 2020.....

**Action Points:**

**Action Point 1** Quote received to removal of brambles and weeds from playground? **ML**

**Action Point 2:** Quotes to be obtained for new sports area in playground. **RD**

**Action Point 3:** T Day to be informed of decision to make a proposal for sports areas in playground. **NR**

**Action Point 4:** HDC to be contacted again about emptying of poo bins and broken catch **PN**

**Action Point 5:** Ownership of path by playground to be clarified. **RP**

**Action Point 6:** LCC to be contacted again in April about pathway opposite pub. **PN**

**Action Point 7:** LCC to be asked to supply speed bin stickers. **PN**

**Action Point 8:** Parish meeting Agenda to be published as usual and also to be put on facebook. **JA/ML**

**Action Point 9:** Flier to be sent to all Parishioners saying who to contact if in need due to Coronavirus.  
Claybrooke Parva PC to be contacted to do as joint venture. **NR**