

Claybrooke Magna Parish Council



Minutes of Council Meeting held on 27th April 2023 at 7.00pm in The Village Hall

Minutes

1. Members Present

Cllr Jo-Ann Allcoat (JA), Cllr R Deacon (RD), Cllr Sarah Herald (SH), and Patricia Nunn (PN), Parish Clerk.
Cllr J Allcoat was elected as acting chair in the absence of NR.
3 members of the public were present.

2. Apologies for Absence

Apologies received from Cllr N Reseigh, Chairman (NR), Cllr Mike Lenihan (ML), and DCllr Rosita Page (RP) which were accepted.

3. Public Participation

Residents showed concern over the lack of green bin collections this week.

4. Disclosure of Personal Interests

There were none.

5. Formal Announcements from the Chairman

There were not any announcements.

6. Minutes of last meeting held on 6th April 2023

Proposed by JA, and seconded by RD, to accept as an accurate record. **Agreed** and were signed by JA.

7. Matters Arising from Previous Minutes on 6th April 2023

- Lorries through village to Ullesthorpe Court. This was reported to HDC but no response as yet. To be chased. **PN**

8. Matters raised by District/County Councillor

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 March 2023

Payments

Payment to P Nunn expenses (travel to April meeting, website meeting and Burial C'ee meeting x2 - 35 x .45= 15.75; Additional printing cost- £8.00)	23.75
Transfer from current account to reserve (playground)	2000.00
Payment to R Deacon for refund of mower fuel	7.00
Payment to HDC for bin collection Oct- Dec and Jan-Mar	114.80
Payment to Whitmore's Timber for village hall steps	550.00
Payment to LRALC for annual fee	286.93

Total Payments: £982.48

Transfer to reserve for playground - £2000.00

Receipts:

12.4.23 Half precept 5829.00

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

ii) **Bank Reconciliation**

Showing bank reconciliations on all 3 accounts up to 31st March 2023.

Current account

c c/f at 31.3..23		16040.34
April payments	126.49	15913.85
Transfer to reserve account 2	2000.00	13913.85
April receipts	5829.00	19742.85
Additional April payments	982.48	18760.37

Reserve Account 1

31.3.23 c/f **6090.86**

Reserve Account 2 (Playground)

31.3.23 c/f 7260.55

7.4.23 Transfer from current account 2000.00 **9260.55**

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

10. Planningi) **New /Unresolved planning applications**

23/00576/FUL – the Woodlands – erection of a garage – neutral

23/00493/CLU – cert. of lawfulness for High Cross Grange

ii) **Other/ Ongoing planning matter**

Woodyard access – some work has started to revert land back to its original state. Not yet complete.

11. Councillor or Other Training

This will be considered after the elections..

12. Village Hall Update

- Village Hall will be closed between 22nd and 26th May whilst the back room floor is replaced.

- Coronation funding has been agreed by HDC to help with costs of the free cream tea event.

13. Playground Update

Work will continue when the weather improves.

14. Burial Board Update

SH was granted dispensation to speak and vote on matters concerning the Joint Burial Committee by the Parish Council at their meeting on 9th February 2023.

All documents below have been circulated and read by all Parish Councillors before the meeting.

a) JBC Minutes of 14th and 21st April 2023 – contents noted.

b) To ratify the JBC constitution. Proposed to ratify by RD, seconded by JA. **Resolved**.

c) To ratify the document stating the Roles and Duties of the JBC clerk. Proposed to ratify by RD, seconded by SH. **Resolved**.

d) To ratify the Agreement of Financial Accountability for the JBC. Proposed to ratify by JA, seconded by SH. **Resolved**

e) To agree the Terms of Reference for the JBC. Proposed to agree by JA, seconded by RD. **Resolved**.

Other Matters Arising

- f) A Memorial Policy has been agreed by the JBC – contents noted and proposed by RD, seconded by SH to agree. **Resolved.**
- g) It was agreed at the meeting on 9.3.23 that the current UPC clerk would take overall responsibility for the JBC finances. It was proposed by RD, seconded by SH that the Roles and Duties of the Financial Officer of JBC be ratified. **Resolved.**
 These policies and agreements will ensure that the JBC are accountable to the 3 Parish Councils and that any questions from residents about the cemetery can be discussed at the Parish Council meetings.

15. Matters Arising

Website - JA and PN attended a meeting to discuss the new website. The overall structure was agreed and various narratives have been added.

16. Correspondence / Village Hall CMPC Postbox

No correspondence has been received.

17. AOB

- **New trees for green** – These should be in place by next month to replace those which died.
- **LCC tree scheme** – it has been decided that an oak tree should be applied for in November and placed on the village green.

Meeting ended at 1945 and all residents left the meeting.

19. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 18th May 2023 at 7.30pm in the Village Hall, preceded by the Annual Parish Council meeting at 7pm.

To **resolve** that the minutes of the meeting of the Parish Council held on the 27th April 2023, and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

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

Date:.....18th May 2023.....

Action Point 1: Lorries to Ullesthorpe Court still an issue. HDC enforcement to be contacted again with regard to end date. **PN**

Action Point 2: HDC to be contacted about lack of green bin collection. **PN**