

# Claybrooke Magna Parish Council



## Minutes of the Parish Council Meeting held on 17th April 2025 at 7.00pm in Claybrooke Village Hall

### 1. Members Present

Cllr R Kimberley (RK) chair, Cllr S Herald (SH) vice-chair, Cllr M Lenihan (ML), Cllr R Deacon (RD), and Patricia Nunn (PN), Parish Clerk.

1 member of the public was present.

### 2. To receive any apologies for absence

Apologies were received from Cllr J Allcoat (JA) and DCllr R Page which were accepted.

### 3. Public Participation session

No matters were raised.

### 4. To receive and consider any disclosures of personal interest

No disclosures were received.

### 5. To receive members requests for dispensations

A dispensation has been agreed for SH to speak and vote on JBC matters and for ML to speak and vote on village hall matters.

### 6. To approve as accurate the minutes of last Parish Council meeting held on 13th March 2025

The minutes of last meeting were proposed to be approved as accurate by ML, and seconded by RD. Unanimously agreed. **Resolved.** These were signed by RK.

### 7. To consider any matters arising from the previous minutes on 13th March 2025

All matters from the previous meeting have been actioned or are to be discussed at this meeting.

### 8. To receive any matters raised by the District/County Councillor

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

### 9. Financial Matters

#### i) To note any receipts and approve any payments since the last meeting up to 31<sup>st</sup> March 2025

##### Payments

Payment to P Nunn for salary Jan-Mar	462.45
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Payment to HMRC for Tax Jan-Mar	115.80
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**Total Payments:** £578.25

##### Receipts:

Nil

#### To note any receipts and approve any payments in April 2025

Payment to P Nunn expenses (travel to March meeting 10 x 45p = 4.50)	7.49
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Payment to AEH Accountancy for annual payroll fee	156.00
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Payment LRALC for annual fee	408.79
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Payment Lloyds Bank for bank charges	4.25
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**Total Payments:** £ 576.53

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

ii) **To note the bank reconciliation up to 31<sup>st</sup> March 2025**

**Current account**

c/f at 28.02.25		7372.66
March payments	11.74	7360.92
Additional March payments	578.25	<b>6782.67</b>
April payments	576.53	6206.14

**Reserve Account 1**

28.2.25 c/f		<b>6258.23</b>
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**Reserve Account 2 (Playground)**

28.2.25 c/f		<b>11533.79</b>
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Proposed by RD, seconded by RK, that the reconciliation be approved. Unanimously agreed. **Resolved.**

**10. Planning Matters**

i) **New /Unresolved planning applications**

None received.

ii) **Other/ Ongoing planning matters**

None.

**11. To discuss Councillor and other training**

No training needs identified at this time.

**12. To receive an update and requests from the Village Hall Committee**

- white lines have now been painted and so the risk assessment findings are now complete.
- The windows will be painted this year.
- The 101 club has been very well subscribed.

**13. To discuss any matters relating to the playground**

- Bark chippings have been ordered as will be laid when delivered.
- Volunteers to be asked to assist in laying down of sleepers.

**14. To receive an update and discuss business relating to the Joint Burial Committee**

A meeting was held in March and a new mowing contractor has been appointed.

Quotes are being sort to refurbish the gates and to replace the notice board but will be dependent on receiving funding.

**15. To discuss the HDC Community Fund**

Applications have been sent in to the HDC Community Fund for repairs to the village hall wall and for a new village sign for the green.

**16. To discuss the consultation for the new Local Plan by HDC**

The PC have completed the consultation on the new local plan and residents are encouraged to do the same. Details can be found on the HDC website with the consultation period ending 6<sup>th</sup> May 2025. Details to be added on the Community Group. **SH**

**17. To receive any correspondence/postbox and agree actions**

None received.

**18. Any other business**

HDC to be asked if a bin could be provided at the top of the new pathway. **PN**

**20. Date of Next Meeting**

The next Parish Council meeting will be held on Thursday 8<sup>th</sup> May 2025 immediately preceded by the Annual Parish Council meeting at 7pm in the Village Hall.

The meeting was closed by RK at 1940hrs

To **resolve** that the minutes of the meeting of the Parish Council held on the 17th April 2025, and circulated to all members, be signed as a correct record.

Signature:..... (Chair)

Name:.....

Date:.....8th May 2025.....

**Matters arising**

1. Details of the Local Plan consultation be put on the Community Group to encourage residents to participate.  
**SH**
2. HDC to be asked if a bin could be provided at the top of the new pathway. **PN**