

Claybrooke Magna Parish Council



Minutes of the Parish Council Meeting held on 8th May 2025 at 7.30pm 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), Cllr J Allcoat (JA) and DCllr R Page (RP) and Patricia Nunn (PN), Parish Clerk.

2 members of the public were present.

2. To receive any apologies for absence

No apologies were received.

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 17th April 2025

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

7. To consider any matters arising from the previous minutes on 17th April 2025

All matters from the previous meeting have been actioned.

HDC were contacted about a bin for the top of the footpath. It was proposed by JA, seconded by RK, that a bin be ordered from HDC. Unanimously agreed. **Resolved. PN**

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.

RP was congratulated by the PC on her re-election to Leicestershire County Council

9. Financial Matters

i) To note any receipts and approve any payments since the last meeting in April 2025

Payments

Payment to P Nunn expenses (travel to May meeting 10 x 45p = 4.50	7.49
Printing costs May - 2.99)	
Payment to CPA Horticulture Ltd for bark chippings for playground	445.00
Payment AEH Accountancy for the annual audit	96.00
Payment to Zurich Municipal for annual insurance for playground	577.04
Payment to Lloyds Bank for bank charges	4.25

Total Payments: £ 1129.78 (£445.00 paid in April)

Receipts:

9.4.25	Half precept	£6184.00
31.3.25	Interest reserve 1	6.64
31.3.25	Interest reserve 2	12.24
30.4.25	Interest reserve 1	6.28
30.4.25	Interest reserve 2	11.58

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

It was proposed by RK, seconded by ML, that £2000 be transferred from the current account into Reserve account 2 for the playground accrual. Unanimously agreed. **Resolved.**

ii) **To note the bank reconciliation up to 30th April 2025**

Current account

c/f at 31.03.25		6782.67
April payments	11.74	6770.93
Additional April payments	445.00	6325.93
April receipt	6184.00	12509.93
<i>Outstanding April payments (LRALC;AEH)</i>	<i>564.79</i>	<i>11945.14</i>
<i>May payments</i>	<i>684.78</i>	<i>11260.36</i>

Reserve Account 1

31.03.25 c/f		6258.23
Interest	12.92	6271.15

Reserve Account 2 (Playground)

31.03.25 c/f		11533.79
Interest	23.82	11557.61

Proposed by RK, seconded by JA, that the reconciliation be approved. Unanimously agreed. **Resolved.**

- iii) **To approve the annual accounts report for 2024/25.** This was presented to all Cllrs before the meeting. RD proposed that this be approved, seconded by ML and agreed unanimously. **Resolved.**
- iv) **To approve the Annual Governance Statement for 2024/25** This was presented to all Cllrs before the meeting. SH proposed that this be approved, seconded by ML and agreed unanimously. **Resolved.**
- v) **To approve the Accounting Statements for 2024/25.** These were presented to all Cllrs before the meeting. SH proposed that these be approved, seconded by RK and agreed unanimously. **Resolved.**
- vi) **To approve the Internal Audit report for 2024/25** This was presented to all Cllrs before the meeting. JA proposed that this be approved, seconded by SH and agreed unanimously. **Resolved.**
- vii) **To approve the Notice of Public Rights and Publication for 2024/25** . This was presented to all Cllrs before the meeting. RK proposed that this be approved, seconded SH and agreed unanimously. **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

Nothing to report to this meeting.

13. To discuss any matters relating to the playground

- Bark chippings have been laid.
- Pins for the sleepers will be ordered.
- Volunteers to be asked to assist in clearing and tidying the area.

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

The last meeting was held on 6th May and it was agreed that an application would be put in to MPCF for refurbishment of the gates and a new notice board.

The contractor for mowing of the cemeteries started in May – He was delayed in April due to mechanical failure of the mower so 2 cuts will occur in May to make up for the missed one in April.

Land registry and banking issues are ongoing.

2 burials have been booked for May and June. Also, the erection of a memorial stone has been applied for in the Garden of Remembrance.

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. Results will be at the end of June.

17. To receive any correspondence/postbox and agree actions

None received.

18. Any other business

There is a local historic photo exhibition is being held at Ullesthorpe Congregational church on 17th May from 10-5, and on from 12-4 pm. 18th May

20. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 3rd July 2025 at 7pm in the Village Hall.

The meeting was closed by RK at 2005hrs

To **resolve** that the minutes of the meeting of the Parish Council held on the 8th May 2025, and circulated to all members, be signed as a correct record.

Signature:..... (Chair)

Name:.....

Date:.....3rd July 2025.....

Matters arising

1. HDC to be requested to provide a new bin at the top of the Jubilee pathway at the PC's cost.