

Claybrooke Magna Parish Council



Minutes of the Parish Council Meeting held on 24th July 2025 at 7.30pm in Claybrooke Village Hall

1. Members Present

Cllr R Kimberley (RK) chair, Cllr S Herald (SH) vice-chair, Cllr R Deacon (RD), Cllr J Allcoat (JA) and Patricia Nunn (PN), Parish Clerk.

4 members of the public were present.

2. To receive any apologies for absence

Apologies were received from and DCllr R Page (RP) and Cllr M Lenihan (ML) which were accepted.

3. Public Participation session

Brought forward from item 15. Discussion was had over the siting of edging stones around the graves in the new cemetery. It has been agreed that this would not occur due to maintenance issues. Further discussions were held about edges level to the ground and extended stones to put vases etc on. This to be taken to next JBC meeting.

The issue of water butts to replace the old ones to be discussed at next JBC meeting.

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 Annual Parish Council meeting held on 8th May 2025

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

7. To approve as accurate the minutes of last Parish Council meeting held on 8th May 2025

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

8. To consider any matters arising from the previous minutes on 8th May 2025

HDC no longer supply waste bins. It was proposed by RK, seconded by JA, that a bin be purchased and then HDC asked to fit it. Unanimously agreed. **Resolved. PN**

9. 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.

10. Financial Matters

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

Payments

Payment to P Nunn expenses (travel to July meeting 10 x 45p = 4.50

Stamps £6.96; Printing costs June/July -2.99 x2= 5.98 ;

Printer paper - £4.75)

Transfer to reserve account for playground

22.19

2000.00

Payment to J West for 5 cuts of the green Mar-May	200.00
Payment to Joint Burial Committee for annual donation 2025/26	1246.00
Payment to Lloyds Bank for bank charges Apr-May	4.25
Payment to Plastikcity for website hosting and SSL certificate	218.40
Payment to P Nunn for salary Apr-Jun	462.65
Payment to HMRC for tax Apr-Jun	115.60
Payment to Lloyds Bank for bank charges May-June	4.25

Total Payments: £ 4273.34 (£2200.00 paid in May; £800.90 paid in June)

Receipts:

30.5.25 Interest reserve 1	5.67
30.5.25 Interest reserve 2	11.71

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

Resolved.

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

Current account

c/f at 30.04.25		12509.93
May payments	684.78	11285.15
Transfer to reserve account	2000.00	9825.15
Additional May payments	200.00	9625.15
Outstanding April payments (LRALC;AEH)	564.79	9060.36
June payments	800.90	8259.46
July payments	1272.44	6987.02

Reserve Account 1

30.04.25 c/f		6271.15
Interest	5.67	6276.82

Reserve Account 2 (Playground)

30.04.25 c/f		11557.61
Interest	11.71	11569.32
Transfer from current account	2000.00	13569.32

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

11. Planning Matters

i) New /Unresolved planning applications

25/00626/FUL - Erection of a two storey side and single storey rear extension, 13 Woodcutter Lane – Neutral. Now approved by HDC.

25/00645/FUL - Erection of a first floor side extension and installation of dormer windows to the rear roof slope, The Limes, Main Road, Neutral. Now approved by HDC

ii) Other/ Ongoing planning matters

None.

12. To discuss Councillor and other training

No training needs identified at this time.

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

ML had before the meeting that over the years the walls of the village have become porous and susceptible to damp. It is suggested to apply a waterproof agent to all the external walls to effectively seal them to provide about ten years damp proofing. It was suggested that professional advice from a surveyor should be obtained before making any decision.

14. To discuss any matters relating to the playground

- The sign has been vandalised. This to be replaced. **PN**
- New padlocks to be purchased for the gates. **RD**
- Sleeper pins and brackets have now been purchased and will be installed.

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

The minutes of the last meeting held on 4th June 2025 were presented to Councillors before the meeting and approved.

It was proposed by SH, seconded by RD, that the PC website could be used to communicate JBC information going forward instead of using a separate website. Unanimously agreed. **Resolved.** This will not start until approved by Ullesthorpe and Claybrooke Parva PCs to use their websites.

A new e mail and phone number has been set up and communicated. Approval for funding for the new notice board and gates refurbishment has been given by LACF.

16. To discuss the HDC Community Fund

Applications have been approved by the HDC Community Fund for repairs to the village hall wall and for a new village sign for the green. It was agreed that the sign would have the village name, a red rose and an oak tree. Proofs to be obtained for the design before a final decision is made. **PN**

17. To discuss parking issues within the village

This issue is now resolved.

18. To discuss proposed speed reduction and speed calming measures within the village

The proposal has been received from LCC and the information was noted.

19. To discuss appointment of a further representative for the Marc Smith charity

The charity would like another representative from the village. Further information to be obtained and discussed at the next meeting.

Grants have been given to school pupils and there will be some for further educational needs.

20. To receive any correspondence/postbox and agree actions

None received.

21. Any other business

No other business was raised.

22. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 11th September 2025 at 7pm in the Village Hall.

The meeting was closed by RK at 2010hrs

To **resolve** that the minutes of the meeting of the Parish Council held on the 24th July 2025, and circulated to all members, be signed as a correct record.

Signature:..... (Chair)

Name:.....

Date:.....11th September 2025.....

Matters arising

1. A waste bin to be ordered. **PN**
2. A new sign and padlocks to be bought for playground. **PN/RD**
3. Proof for village sign design to be obtained. **PN**