

Claybrooke Magna Parish Council



Minutes of the Parish Council Meeting held on 11th September 2025 at 7.00pm 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.

1 member of the public was 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

No issues 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.

6. To approve as accurate the minutes of last Parish Council meeting held on 24th July 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 consider any matters arising from the previous minutes on 24th July 2025

All matters raised at the last meeting were completed.

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 in July 2025

Payments

Payment to P Nunn expenses (travel to September meeting 10 x 45p = 4.50 10.48

Printing costs August/Sept, -2.99 x2= 5.98)

Payment to JJB Corporation UK for sleeper brackets etc for playground. 67.52

Payment of bank charges to Lloyds Bank – June and July 4.25

Payment to Minuteman Press for new playground sign. 65.90

Payment to Glasdon UK Ltd for new waste bin by footpath 540.00

Total Payments: £ 688.15 (£67.52 paid in July; £70.15 paid in August)

Receipts:

30.6.25 Interest reserve 1 5.86

30.6.25 Interest reserve 2 12.68

31.7.25 Interest reserve 1 5.74

31.7.25 Interest reserve 2 12.41

9.8.25 HDC Community fund – restoration to village hall wall 3850.00

9.8.25	HDC Community fund – new village sign	5870.00
29.8.25	Interest reserve 1	5.25
29.8.25	Interest reserve 2	11.34

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

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

Current account

c/f at 30.06.25		8259.46
July payments	1272.44	6987.02
Additional July payments	67.52	6919.50
August payments	70.15	6849.35
August receipts	9720.00	16569.35
September payments	550.48	16018.87

Reserve Account 1

30.06.25 c/f		6276.82
Interest	16.85	6293.67

Reserve Account 2 (Playground)

30.06.25 c/f		13569.32
Interest	36.43	13605.75

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

iii) **To discuss the clerk's pay award 2025/26**

It was proposed by SH, seconded by RK, that the clerk's salary should increase in line with the Local Government Services pay agreement 2025/26. To increase to £13.26 per hour backdated to 1st April 2025. Unanimously agreed. **Resolved.**

10. Planning Matters

i) **New /Unresolved planning applications**

25/00949/FUL Erection of a two storey side extension, new porch to front elevation, and creation of an additional parking space at 9 Bell Street- **Neutral**

25/00899/FUL - Home Farm House, Frolesworth Lane -Erection of a balcony to ancillary outbuilding, accessed via new French doors to replace existing window. **Neutral.** Now approved.

ii) **To consider any other/ Ongoing planning matters**

APP/F2415/X/23/3325270 - High Cross Grange . Appeal to refuse application that development was carried out before approval- **Appeal declined.**

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

ML submitted a report before the meeting.

The restoration to the village hall wall is likely to start in October.

Currently not been able to locate a surveyor to look at the outside walls but ongoing.

13. To discuss any matters relating to the playground

- The annual playground inspection was carried out without any major issues being found. The minor issues will be sorted over the next few months.
- New padlocks to be purchased for the gates. **RD**
- Sleepers still to go in. An outside contractor to be located. **RD**

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

The minutes of the last meeting held on 2nd September 2025 were presented to Councillors before the meeting and approved.

A tree branch fell blocking the cemetery entrance but this has been removed. LCC contacted to remove the decaying tree.

2 new water butts have been placed behind the bier house.

A Freedom of Information request has been received. A response will be sent once all 3 parishes have agreed a reply.

15. To discuss matters associated with the HDC Community Fund

It was agreed 4:1 that the design number 2 should be used for the village sign. The new sign to be ordered.
PN

16. To discuss an appointment of a further representative to the Marc Smith charity and any other matters

A resident has been found willing to be the Claybrooke Magna representative. Proposed by JA, seconded by SH, that this person's name be put forward to the charity. Unanimously agreed. **Resolved.**

17. To receive any correspondence/postbox and agree actions

None received.

18. Any other business

No other business was raised.

19. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 9th October 2025 at 7pm in the Village Hall.

The meeting was closed by RK at 1950hrs

To **resolve** that the minutes of the meeting of the Parish Council held on the 11th September 2025, and circulated to all members, be signed as a correct record.

Signature:..... (Chair)

Name:.....

Date:.....9th October 2025.....

Matters arising

1. An outside contractor to be sought to put in sleepers in playground **RD**
2. New padlocks to be bought for playground. **RD**
3. The village sign to be ordered. **PN**