

# Claybrooke Magna Parish Council



## Minutes of the Parish Council Meeting held on 9th October 2025 at 7.00pm in Claybrooke Village Hall

### 1. Members Present

CLlr R Kimberley (RK) chair, CLlr M Lenihan (ML) , DCllr R Page (RP), CLlr R Deacon (RD) and Patricia Nunn (PN), Parish Clerk.

4 members of the public were present.

### 2. To receive any apologies for absence

Apologies were received from CLlr J Allcoat (JA) and CLlr S Herald (SH) vice-chair) which were accepted.

### 3. Public Participation session

Issues were raised concerning the layout of the notice board, cemetery gates and mowing of the cemetery.

### 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 ML to speak and vote on village hall matters.

### 6. To approve as accurate the minutes of last Parish Council meeting held on 11th September 2025

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

### 7. To consider any matters arising from the previous minutes on 11<sup>th</sup> September 2025

The sleepers in the playground are ongoing.

All other matters raised at the last meeting were completed.

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

RP explained the process of the planning application 25/01339/FUL - Change of use of land to 9 travellers pitches, including associated access and works (retrospective) and gave an update. This was in response to serious concerns raised by residents both at the meeting and also on village social media.

RP also 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 September 2025

##### Payments

Payment to P Nunn expenses (travel to October meeting 10 x 45p = 4.50	7.49
Printing costs October, 2.99 )	
Payment of bank charges to Lloyds Bank – July-Aug	4.25
Payment of external audit fee to Moore East Midlands	594.00
Payment to P Nunn for salary Jul-Sept	492.15
Payment to P Nun for salary Jul-Sept	123.00
Payment of bank charges to Lloyds Bank – Aug-Sept	4.25
Payment for playground inspection to HDC	114.00
<b>Total Payments: £ 1339.14</b>	

**Receipts:**

10.9.25 Half precept 6184.00

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

**Resolved.**

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

**Current account**

c/f at 31.08.25			16569.35
September payments		550.48	16018.87
September receipts	6184.00		22202.87
Additional September payments		619.40	<b>21583.47</b>
<b>October payments</b>		<b>719.74</b>	<b>20863.73</b>

**Reserve Account 1**

30.08.25 c/f 6293.67

**Reserve Account 2 (Playground)**

30.08.25 c/f 13605.75

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

**10. Planning Matters**

**i) New /Unresolved planning applications**

**25/01277/FUL** - The Limes, Main Road - Erection of a first floor side extension, and erection of a two storey rear extension - **neutral**

**25/01339/FUL** - Change of use of land to 9 travellers pitches, including associated access and works (retrospective) - **Object**

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

No matters raised.

**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**

An opinion on the damp proofing of the village hall has been received. The cost is £12,760 for both damp-proofing and provision of drainage. It was suggested that the village hall committee seek funding from the newly launched phase 2 of HDC Community Fund of which Claybrooke Magna has been allocated £10,000. There is also some funds left over from phase 1, but applications must be in by 26.10.25.

It was proposed by RK, seconded by RD, that £2500 be sent to the village hall to cover most of the cost of the refurbishment of the windows. Unanimously agreed. **Resolved.**

The Burns supper will be held on 23<sup>rd</sup> January 2026 and a Book and Jigsaw sale on 24<sup>th</sup> October 2025.

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

- The padlock for the gate has been returned.

- Volunteers to be asked to help install the sleepers and tidy the playground on 18.10.25 from 10am. **PN**

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

There has not been a meeting since the last PC meeting. The next JBC meeting will be on 25<sup>th</sup> November and will be open for the public to attend.

The Freedom of Information request has been replied to.

**15. To discuss the new village sign and restoration of the village hall wall**

It is expected that restoration of the side wall will commence mid-October and the village sign has been ordered.

**16. To discuss the cutting of hedges around the green and playground**

The contractor used last year is unable to do them. It was agreed that another contractor be sought to cut the green and playground hedges.

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

None received.

**18. Any other business**

The green bin for the Green has still not been replaced. HDC to be chased. **PN**

**19. Date of Next Meeting**

The next Parish Council meeting will be held on Thursday 13<sup>th</sup> November 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 9th October 2025, and circulated to all members, be signed as a correct record.

Signature:..... (Chair)

Name:.....

Date:.....13<sup>th</sup> November 2025.....

**Matters arising**

- 1. Volunteers to be asked to help in the playground on 18.10.25.**PN**
- 2. The green bin for the Green to be chased. **PN**