

Claybrooke Magna Parish Council



Minutes of the Parish Council Meeting held on 13th November 2025 at 7.00pm in Claybrooke Village Hall

1. Members Present

Cllr R Kimberley (RK) chair, Cllr M Lenihan (ML) Cllr R Deacon (RD), Cllr J Allcoat (JA) and Patricia Nunn (PN), Parish Clerk.

2 members of the public were present.

2. To receive any apologies for absence

Apologies were received from DCllr R Page (RP and Cllr S Herald (SH) vice-chair) which were accepted.

3. Public Participation session

Concern was raised at the length of time taken to refurbish the cemetery gates. **PN**

A representative from the church put their case for some of the Community Fund to go towards repair to the church's heating and boiler. It was proposed by RD, seconded by JA, that this project be supported by the PC. Unanimously agreed. **Resolved**

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 9th October 2025

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

7. To consider any matters arising from the previous minutes on 9th October 2025

The playground matters will be completed weather dependent.

A new green bin on village green should be in place in 2 weeks.

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 October 2025

Payments

Payment to P Nunn expenses (travel to November meeting 10 x 45p = 4.50	
Printing costs November- 2.99; printer paper £4.75)	12.24
Payment of bank charges to Lloyds Bank – Sept-Oct	4.25
Payment to Claybrooke Village Hall towards costs for refurb. of windows	2500.00
Payment to J West for 7 cuts + 2 weeding Jun-Sept	310.00
Payment to HDC for bin collection Q1	66.06
Payment to HDC for bin collection Q2	67.36
Total Payments: £ 2959.91 (2810.00 paid in October; £149.91 pd in November)	

Receipts:

30.9.25 Interest reserve 1 5.79
30.9.25 Interest reserve 2 12.52

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

Resolved.

ii) **To note the bank reconciliation up to 31st October 2025**

Current account

c/f at 30.09.25		21583.47
October payments	719.74	20863.73
Additional October payments	2810.00	18053.73
November payments	149.91	17903.09

Reserve Account 1

31.08.25 c/f		6293.67
Interest	5.79	6299.46

Reserve Account 2 (Playground)

31.08.25 c/f		13605.75
Interest	12.52	13618.27

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

10. Planning Matters

i) **New /Unresolved planning applications**

25/01392/LBC - Old Dairy Farmhouse , Bell Street - Proposed Interior alterations to first floor layout and erection of front gates. **Neutral**

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

25/01339/FUL - Change of use of land to 9 travellers pitches, including associated access and works (retrospective) – HDC have applied for an injunction to stop work.

Environmental concerns at Spinney View Farm – this is being monitored by HDC and Environmental Agency.

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

It was proposed by RD, seconded by JA, that the PC will support the application from the village hall committee for weatherproofing of the wall and that the committee will be notified. Unanimously agreed.

Resolved

13. To discuss any matters relating to the playground

New padlocks for the gate to be purchased.
Other works will continue when the weather improves.

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 25th November and will be open for the public to attend.

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

The proforma of the village sign is approved.
Repairs to the side wall will commence this week, weather dependant.

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

Quotes to be obtained from the contractor for trimming of the Green’s hedges and also the playground together with the removal of brambles. **PN**

17. To discuss the mowing contract for 2026/27

The current contractor is willing to continue and at the same cost as this year. It was proposed by RK, seconded by RD, that the contractor be approved for 2026/27. Unanimously agreed. **Resolved**
The contractor to be asked if the grass cuttings could be picked in future and if there would be any additional cost.**PN**

18. To discuss date for annual village inspection

To be completed on Wednesday 26th November at 11am

19. To receive any correspondence/postbox and agree actions

None received.

20. Any other business

Xmas lights will be switched on on Tuesday 9th December 2025.
Could John Richardson (CEO of HDC) be asked to attend our next meeting

21. Date of Next Meeting

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

The meeting was closed by RK at 1955hrs

To **resolve** that the minutes of the meeting of the Parish Council held on the 13th November 2025, and circulated to all members, be signed as a correct record.

Signature:..... (Chair)

Name:.....

Date:.....11th December 2025.....

Matters arising

1. The church and village hall to be notified of the decision to support their projects from the Community fund. **PN**
2. Quotes to be obtained from a contractor for trimming of the Green’s hedges and also in the playground together with the removal of brambles. **PN**
3. Mowing contractor be asked about picking up cuttings. **PN**