

Claybrooke Magna Parish Council



Minutes of the Parish Council Meeting held on 11th December 2025 at 7.00pm in Claybrooke Village Hall

The meeting was preceded by a presentation and a question and answer session from J Richardson HDC CEO, Phil Knowles, Leader of the Council, and Michaela Barton (HDC Planning Enforcement Team Leader). 29 residents attended, including three Councillors from Claybrooke Parva Parish Council.

At this session, various issues were discussed including A5/Woodway Lane illegal development; Spinney View Farm; Mere Lane and fly-tipping. It started at 7pm and finished at 8.40 pm. All residents left after the session concluded.

The Parish Council meeting commenced at 8.45pm

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), DCllr R Page (RP) and Patricia Nunn (PN), Parish Clerk.

0 members of the public were present.

2. To receive any apologies for absence

No apologies were received.

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 dispensation

A dispensation has been agreed for ML to speak and vote on village hall matters and for SH on JBC matters.

6. To approve as accurate the minutes of last Parish Council meeting held on 13th November 2025

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

7. To consider any matters arising from the previous minutes on 13th November 2025

All matters raised at the last meeting have been 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.

RP left the meeting.

9. Financial Matters

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

Payments

Payment to P Nunn expenses (travel to December meeting 10 x 45p = 4.50) 7.49

Printing costs December- 2.99)

Payment of bank charges to Lloyds Bank – Oct-Nov 4.25

Payment to P Nunn for refund of charitable donation to Open hands Charity for use of Xmas lights	50.00
Payment to J West for mowing, weeding and bulb planting Oct-Nov	118.00
Payment to J West for purchase of bulbs	6.00
Payment to Royal British Legion for 2 wreaths	40.00
Payment to for donation to Royal British Legion	20.00
Payment to Cuttlefish Multimedia Ltd for annual domain and e mail renewal	132.00
Payment to P Nunn for purchase of salt bin shovel	13.99
Payment to P Nunn for salary Oct-Dec	477.30
Payment to HMRC for tax Oct-Dec	119.40

Total Payments: £ 988.43

Receipts:

31.10.25	Interest reserve 1	5.43
31.10.25	Interest reserve 2	11.73
28.11.25	Interest reserve 1	4.60
28.11.25	Interest reserve 2	9.93

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 November 2025**

Current account

c/f at 31.10.25		18053.73
November payments	149.91	17903.82
Additional November payments	174.00	17729.82
December payments	814.43	16915.39

Reserve Account 1

30.09.25 c/f		6299.46
Interest	10.03	6309.49

Reserve Account 2 (Playground)

30.09.25 c/f		13618.27
Interest	21.66	13639.93

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

iii) **To approve the PC budget 2026/27**

The budget was circulated to all members before the meeting and was discussed. It was proposed by RK, seconded by JA, that the budget be increased by 3% from 2025/26. Unanimously agreed. **Resolved**

iv) **To approve the precept 2026/27**

It was proposed by JA, seconded by SH, that the precept for 2026/27 be £12739.00 representing the 3% increase. Unanimously agreed. **Resolved**

10. Planning Matters

i) **New /Unresolved planning applications**

There were not any new applications to consider.

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) – **Objected**. HDC have applied for an injunction to stop work. Awaiting the legal process to be completed.

Environmental concerns at Spinney View Farm – this is being monitored by HDC and the Environmental Agency. Any movements on the site etc should be reported to HDC with photos if possible.

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

No new matters raised.

13. To discuss any matters relating to the playground

No new matters raised.

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

A meeting was held on n 25th November 2025. The minutes have been forwarded and would ask the PC to approve them. This was proposed by ML, seconded by JA. Unanimously agreed. **Resolved.**

The mowing contract has been renewed for another 12 months with the existing contractor. This contractor will also be trimming the hedges.

A further Freedom of Information request was received and two others been replied to.

The PC is asked to approve the JBC budget forwarded before the meeting, and their contribution for 2026/27. It was proposed by RK, seconded by JA, that the JBC budget and the 2026/27 contribution by the PC be accepted. Unanimously agreed. **Resolved.**

15. To approve the cost of the cutting of hedges around the green and playground

Quotes have been obtained for the cutting of hedges around the village green (£500.00) and the playground (£585.00). It was proposed by RD, seconded by RK, that both quotes be accepted.

Unanimously agreed. **Resolved.** The work will start early in the New Year.

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

The village sign has been ordered.

Repairs to the side wall have started and hope to be completed before Christmas.

17. To receive any correspondence/postbox and agree actions

A TTRO was received for emergency sewer repairs to on High Cross Road from 4th December. Now completed.

18. Any other business

The village inspection was completed and all issues reported.

19. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 8th January 2026 at 7pm in the Village Hall.

The meeting was closed by RK at 2125hrs

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

Signature:..... (Chair)

Name:.....

Date:.....8th January 2026.....