

Claybrooke Magna Parish Council



Minutes of the Parish Council Meeting held on 21st May 2026 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 M Lenihan (ML) and Patricia Nunn (PN), Parish Clerk.

1 member of the public was present.

2. To receive any apologies for absence

Apologies were received from Cllr J Allcoat (JA) and DCllr R Page (RP) which were accepted.

3. Public Participation session

No were items 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 and 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 April 2026

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

7. To consider any matters arising from the previous minutes on 9th April 2026

No matters were raised.

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 up to May 2026

Payments

Payment to P Nunn expenses (travel to May meeting - 10 x 45p = 4.50	
Printing costs May - 2.99; printer paper 6.50)	13.99
Transfer from current account to reserve (playground account)	2000.00
Payment to CPA Horticulture for 60 bags of bark chippings for the playground	456.00
Payment to AEH Accountancy for annual audit fee	108.00
Payment to Zurich Insurance for annual insurance	570.00
Payment to Lloyds Bank for bank charges Mar-April	4.25
Payment to P Nunn for refund for flowers for Cllr J Allcoat	50.00

Total Payments: £ 3202.24 (£2456.00 paid in April; £746.24 paid in May)

Receipts:

31.3.26	Interest account 1	4.89
31.3.26	Interest account 2	10.56
30.4.26	Interest account 1	4.42
30.4.26	Interest account 2	10.49

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

ii) **To note the bank reconciliation up 30th April 2026**

Current account

c/f at 9.4.26		5680.34
April receipts	6369 .50	12049.84
April payments		2146.91
Additional April payments		9902.93
May payments		2456.00
		108.00
		7338.93

Reserve Account 1

28.2.26 c/f		6324.45
Interest	9.31	6333.76

Reserve Account 2 (Playground)

28.2.26 c/f		13672.27
Transfer from current account	2000.00	15672.27
Interest	21.05	15693.34

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

iii) **To approve the Annual accounts report 2025/2026**

It was proposed by RK, seconded by SH, that the accounting statements be approved. Agreed unanimously. **Resolved.**

iv) **To approve the Annual Governance Statement 2025/2026**

It was proposed by SH, seconded by ML, that the Annual Governance statement be approved. Agreed unanimously. **Resolved.**

v) **To approve the Accounting Statements 2025/2026**

It was proposed by ML, seconded by RD, that the Accounting statements be approved. Agreed unanimously. **Resolved**

vi) **To approve the internal audit report 2025/2026**

It was proposed by RD, seconded by RK, that the Annual Internal audit be approved. Agreed unanimously. **Resolved**

vii) **To approve the Certificate of Exemption 2025/2026**

It was proposed by RK, seconded by SH, that the Certificate of Exemption be approved. Agreed unanimously. **Resolved**

viii) **To approve the Exercise of Public Rights for accounts ending 31st March 2026**

It was proposed by SH, seconded by ML, that the Certificate of Exemption be approved. Agreed unanimously. **Resolved**

10. Planning Matters

i) **New /Unresolved planning applications**

26/00494/FUL -erection of side/rear extension- Garners Cottage - neutral

26/00574/OUT – storage or distribution etc at Mere Lane, Magna Park - object

26/00611/FUL – land to East of Watling Street, Claybrooke Parva -change of use for G/T site with 9 pitches etc. - object

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

Spinney View Farm – this is being monitored by HDC and the PC receives regular updates.

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

The AGM to be held on 5th June at 1030am.

There is a shortfall from the Community funding for the weatherproofing of the walls and drainage. It was agreed that the annual donation be paid to the Village Hall Committee. Any further shortfall to be made up by that Committee.

13. To discuss any matters relating to the playground

The bark chippings have been laid. Thanks were given to all volunteers for the help.

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

The next meeting will be on 25th August 2026.

16. To receive any correspondence/postbox and agree actions

No correspondence has been received.

17. Any other business

- A question was raised about the road repairs if Ullesthorpe Court has now been completed. **PN**
- **The siting of the new village sign** was agreed. The contractor to be contacted to erect the sign. **PN**
- **The provision of a new bus shelter** opposite the village green was discussed. **PN**
- **Residents have asked about the possible provision of dog poo bag dispensers around the village.**
The PC do not feel it is their responsibility to offer this facility as it is dog owners’ responsibility to provide these. Dispensers could only be sited in a fixed place which may not be of use for dog owners. Please also note the HDC the Public Space Protection Order which allows for dog owners to be fined if they do not clear up or have with them the means to clear up dog mess.

18. Date of Next Meeting

The next Parish Council meeting will be held on Thursday 2nd July 2026 meeting at 7pm in Claybrooke 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 21st May 2026, and circulated to all members, be signed as a correct record.

Signature:..... (Chair)

Name:.....

Date:.....2nd July 2026.....

Action Points:

1. Ask HDC about road repairs due to Ullesthorpe Court traffic.**PN**
2. Ask about feasibility of another bus shelter **PN**
3. The contractor to be contacted to erect the village sign. **PN**