Claybrooke Magna Parish Council

Minutes of the Parish Council Meeting held on 10th September 2026 at 7.00pm in Claybrooke Village Hall

1. **Members Present**
   Cllr R Kimberley (RK) chair, Cllr J Allcoat (JA) Cllr R Deacon (RD), DCllr R Page (RP) and Patricia Nunn (PN), Parish Clerk.
   0 members of the public were present.

2. **To receive any apologies for absence**
   Apologies were received from Cllr S Herald (SH) vice-chair, and Cllr M Lenihan (ML), 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**
   Ther were not any dispensations for this meeting.

6. **To approve as accurate the minutes of the last Parish Council meeting held on 2nd July 2026**
   The minutes of last meeting were proposed to be approved as accurate by RK, seconded by JA. Unanimously agreed**. Resolved.** These were signed by RK.

7. **To consider any matters arising from the previous minutes on 2nd July 2026**
   - Details of the bus shelter have been obtained. Getting quotes for the hard standing- ongoing. It was agreed that once received, a structure licence be applied for and then work to commence.
   - It was proposed by JA, seconded by RK, that the wood cutting on the village sign should go ahead once approved by LACF. Unanimously agreed**. Resolved.** It was agreed to leave the sign in its current place.
   - Frolesworth Road hedges and replacements cycle signs were requested.
   - The PC vacancy was advertised.

8. **To receive any matters raised by the District/County Councillor**
   RP encouraged projects to use the underspend of the Jubilee Path Fund be considered. Residents to be asked for suggestions on PC social media. **JA**
   There is a Rural Fund now available through RP. It was agreed that quotes for a replacement metal bench, plus rocks to act as a barrier, by the path and an additional wooden one for the playground would be obtained and sent to RP for consideration**. PN**
   RP provides regular email updates and information prior to the Parish Council meeting and all matters were noted.

10. **Financial Matters**

i) **To note any receipts and approve any payments up end of August 2026**

Payments

Payment to P Nunn expenses (travel to September meeting 10 x 45p = 4.50; Printing costs August and September - 2.99 x 2 = £5.98)	10.48
Payment to Lloyds Bank for bank charges May- June	4.25
Payment to Lloyds Bank for bank charges June- July	4.25

Payment to HDC for emptying litter bins Q1		70.54
Payment to HDC for emptying litter bins Q2		70.54
Payment to Lloyds Bank for bank charges for July- August		4.25

Total Payments: £ 164.31

Receipts:

30.6.26	Interest reserve account 1	4.72
30.6.26	Interest reserve account 2	11.70
9.9.26.	Half precept	6369.50
31.7.26	Interest reserve account 1	4.58
31.7.26	Interest reserve account 2	11.35
28.8.26	Interest reserve account 1	4.14
28.8.26	Interest reserve account 2	10.25

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

ii) **To note the bank reconciliation up 31st August 2026**

Current account

c/f at 30.6.26			43347.34
July payments		10.48	43336.86
Additional July payments		4.25	43332.61
August payments		145.33	**43187.28**
September receipts		**6369.50**	**48556.78**
September payments		14.73	4852.05
Reserve Account 1			
30.6.26 c/f			6338.04
Interest	13.44		**6351.48**
Reserve Account 2 (Playground)			
30.6.26 c/f			15703.92
Interest	33.30		**15737.22**

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

iii) **To approve the annual pay increase for the clerk backdated to 1.4.26**

It was proposed by RD, seconded by JA, to approve the NALC pay award of 3.3% backdated to 1.4.26. Unanimously agreed. **Resolved.**

11. Planning Matters

i) **New /Unresolved planning applications**

26/00917/PDN – to determine if prior approval is required for proposed installation of solar photovoltaic equipment on roofs of non-domestic buildings – Whitmore's Timber. Neutral. **Approved 11.8.26**

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

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

12. To discuss Councillor and other training

No training needs identified at this time.

13. To receive an update and requests from the Village Hall Committee

The Hall needs work for damp on the inside. Quotes to be obtained for this.

14. To discuss any matters relating to the playground

There is a crack on the path leading into the playground. The nearby resident to be contacted with regard to solving the issue**. RD** It has been investigated and not a health and safety issue.

Quotes to be obtained for trimming the hedge and removing thistles from basket swing area; also, a general tidy up. **PN**

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

It was proposed by RK, seconded by RD, that the minutes of 25th August 2026 be approved. Unanimously agreed. **Resolved.**

The cemetery fees have not increased since 2023. A small increase was recommended by the JBC. It was proposed by RD, seconded by RK, that the increase in fees be approved. Unanimously agreed. **Resolved.**

Quotes are being obtained to refurbish and paint the bier house. It was suggested by RP that a quote be submitted to the new Rural Fund for consideration. This to be passed to the JBC.

16. To receive any correspondence/postbox and agree actions

Residents contacted the PC concerning the damaged bench by the footpath. This has now been removed and another one will be sought together with large stones to protect the bench from being damaged by vehicles. Grateful thanks given to the resident for removing the damaged bench.

Dates for the re-opening of waste sites was received and published.

17. Any other business

A suggestion that the overspend fund be used for a hard surface next to the jubilee path where cars park but this is LCC land so cannot make that decision.

The trees overhanging Manor Fram wall have been cut.

RP stated that it is not possible to move the cul-de-sac sign in Manor Road was erected by Highways and they stipulate where the sign should be. **RP**

At the next review of the Emergency Plan, could there be a method for dealing with hot weather conditions and communicate with wardens. **PN**

18. Date of Next Meeting

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

The meeting was closed by RK at 2000hrs

To **resolve** that the minutes of the meeting of the Parish Council held on the 10th September 2026, and circulated to all members, be signed as a correct record.

Signature:…….. (Chair)

Name:…… ……

Date:……8th October 2026……

Action Points:

1. Residents to be asked for project suggestions on PC social media. **JA**
2. Quotes for a replacement metal bench by the path and an additional wooden one for the playground would be obtained and sent to RP for consideration for the new Rural Fund**. PN**
3. Resident to be consulted about crack in pathway**. RD/JA**
4. Obtain quotes for trimming playground hedges etc**. PN**
5. At the next review of the Emergency Plan, include a method for dealing with hot weather conditions and communicate with wardens. **PN**