

# Claybrooke Magna Parish Council

## MINUTES of a MEETING

held on THURSDAY, 12<sup>th</sup> April, 2018  
at 7.30 pm in the Village Hall

### **Present:**

Cllr Nicholas Reseigh, Chairman  
Cllr Jan Butcher  
Cllr Michael Lenihan

Mrs Faye Grundy, Parish Clerk  
Mr Peter Jones, Parish Clerk

### **Apologies for Absence**

Apologies were given by

Cllr Robin Deacon, Vice Chairman  
Cllr Jo-Ann Allcoat  
D/Cllr Rosita Page, District and County Councillor

### **Disclosure of personal interests.**

The Chairman disclosed a personal interest in relation to item 8 and declared that he would not be able to vote or comment on that item.

**Minutes of the last meeting**, held on 8<sup>th</sup> March 2018, were approved as a correct record and signed by the Chairman.

*It was agreed to take matters raised by residents first:*

### **Matters raised by Residents, at Chairman's discretion**

It was proposed by residents that the Parish Council approach developers with an offer to purchase a specific area of land owned by the developers. It was reported that knotweed was present on the land.

The Parish Council advised the residents that the purchase of land for this purpose would not be within Council's powers and therefore the proposal was denied. It was resolved that the Council write to HDC to request advice in relation to the alleged knotweed and escalate accordingly.

ACTION: FG

## **Matters Arising from the last meeting**

I: It was reported that the Parish Council would be undertaking a data audit and compliance exercise to ensure adherence to the General Data Protection Regulations. It was resolved to register the Council with the ICO and make the necessary payments required for registration.

ACTION: FG

II. The Council received confirmation that the Parish would hold two skate park events over the summer of 2018. It was noted that the school would advertise the events on behalf of the Parish Council and that the events would be advertised through Facebook and a leaflet drop following confirmation of agreed dates at the next meeting.

ACTION: ML

III. It was agreed to remind the County Council of the requirement for the overhanging trees to be cut.

ACTION: FG

IV: It was resolved that the contract for grass cutting to be awarded to the lowest priced contractor of all bids received, subject to that contractor agreeing to the terms off the contract.

ACTION: NR

V. The Councilors received confirmation that the chains for the playground had been received and would be constructed as soon as possible.

ACTION: NR/ML

VI. It was reported that the litterpick event had been a significant success. It was agreed that a thank you note be written into the next newsletter. It was also agreed that the event be an agenda item for the Parish Council at every January meeting.

## **Matters raised by Residents, at Chairman's discretion**

I. It was noted that the Parish Council's responsibility in relation to the Burial Board was not defined. It was agreed that this be progressed with the Clerk of the Burial Board.

ACTION:JB

II. The Councilors received an overview of the Infrastructure Delivery Plan. It was agreed that the Parish Council's concerns be raised with the District Councillor.

ACTION: ML

III. It was reported that local first responders will provide defibrillator training for a donation. It was agreed that this be progressed, and a date be identified for advertising.

ACTION: JB

## **Finance**

### *Accounts for Payment:*

It was proposed by the Chairman and seconded by Councillor Lenihan and agreed that the following accounts be approved:

Clerk's Salary & Expenses Jan/Mar 18 : £308.34

Dog and Litter bin emptying: £91.26

NLAC annual subscription: £203.03

Litter Pick refreshments:£7.72

It was noted that the paperwork for the internal audit and annual return required completing and that the Clerk would identify an internal auditor.

### *Monthly Financial Statement:*

The Parish Council had spent approximately 139.4% of its Precept in the current financial year. This was noted.

## **Planning**

### New/Unresolved Planning Applications

### Other/Ongoing Planning Matters

### New/Unresolved Planning Applications

*18/00367/FUL : Ashwood House, 2 Laurel Fields – side extension*

No comment

*18/00389/NOT DEL/FJA Prior notification for the erection of a conservatory, depth 5m, maximum height 3.309m and eaves height 2.1m, 7 Woodland Avenue, Claybrooke Magna*

No comment

**Correspondence** The Clerk produced items of correspondence, some of which were distributed amongst members.

## **Village Hall**

Th Parish Council received an update at to the refurbishment work being undertaken at the village hall. It was agreed that the village hall facilities for hire be advertised through Facebook.

ACTION: ML/JA

## **Parish Council IT Equipment**

It was reported that the Parish Council's IT equipment would be passed to the new Clerk. It was noted that the monitor would be written off due to age of the equipment.

### **Any Other Business**

- i. It was noted that the noise issue in relation to the woodyard appeared to have ceased but that any further noise be reported accordingly.
- ii. It was noted that the Christmas tree lights were in process.
- iii. It was reported that the Village Hall lights were to be replaced.
- iv. It was agreed that a walkabout be undertaken immediately prior to the July meeting.

**Date of next meeting:** Thursdays 10<sup>th</sup> May 2018

**The meeting concluded at 8.45pm**