



22/74	Present J Freeman (JF), P Furey (PF), S Jarman (SJ), Alice Maggs (AM), Martin Round (MR), Paula Sargeant (PS) and the clerk. There were four members of the public in attendance.	Action
22/75	<p>Election of Chairperson and Vice-Chairperson JF read a statement out to the council in light of recent correspondence from the County Solicitor and the Chair of Governors at Claypole school. Other councillors wishing to stand for chair were also invited to make a statement. Both JF and SJ wished to stand for chair. A vote was taken and SJ received three votes and was duly elected as Chair. JF resigned from the council with immediate effect. PF thanked JF for his work on the council, acknowledging the vast amount of work that JF had put into the provision of the community park and in obtaining funding. AM wished to stand for vice chair, a vote was taken and this was agreed unanimously. The new vacancy will be advertised in line with legal requirements.</p>	
22/76	<p>Declaration of Acceptance of Office and signing The Declaration of Acceptance of Office book was signed by SJ and AM.</p>	
22/77	<p>Declarations of Interest None declared.</p>	
22/78	<p>Apologies and Reasons for absence Apologies and reasons for absence had been received and accepted prior to the meeting from Cllr Sweet. Apologies had also been received from County Cllr Maughan and District Cllr Wood.</p>	
22/79	<p>Notes of the last Parish Council meeting The notes of the meeting held on 6th April 2022 were accepted as a true and accurate record, proposed by PF, seconded by AM and accepted unanimously.</p>	
22/80	<p>Appointment of Councillors with special interests Finance- PS, MR, SJ and the clerk. Planning- MS and AM Cemetery- PF and the clerk Sports and Recreation- SJ Village hall- SJ Highways and footpaths- MR</p>	
22/81 22/81-1	<p>Forward planning suggestions and future agenda items The annual parish meeting will take place on Saturday 14th May 11-1pm</p>	



22/81-2	at the village hall. To be publicised. The next meeting will concentrate on discussions round the ongoing provision of showers, toilets and muga and also the application being made for the funding of a new pavilion.	Clerk Clerk/all
22/82 22/82-1	Neighbourhood Plan To receive the following recommendation: To resolve to submit the Submission Version of the Claypole Neighbourhood Plan to South Kesteven District Council in accordance with Regulation 15 of Neighbourhood Planning (General) Regulations 2012, together with the required supporting documents This was AGREED unanimously. The draft neighbourhood plan will be submitted to SKDC later this month with an expected referendum period in late summer.	
22/83 22/83-1 22/83-2 22/83-3 22/83-4	To receive the Clerk's Report The clerk's written report had been circulated prior to the meeting was approved and is attached to these minutes. After discussions the following decisions were made: Platinum Jubilee celebrations- grant funding of £6400 had been received. AGREED to look at providing programme of events in line with funding received based at the community park rather than the village hall. A team comprising of PS, AM, the clerk and Claire Simmonds (from the village hall committee) are prepared to move the project forward with a scoping meeting planned for Sunday 8 th May. Other organisations from the community will be invited to join in organising the programme. Annual Insurance- AGREED to continue with Zurich and subscribe to a three year deal at a cost of £666.18 per year. Bench at community park- clerk will ask for the specification of the proposed bench.	AM,PS Clerk Clerk
22/84	To Receive Councillors Reports No further reports were given.	
22/85	To Receive County Councillor/District Councillor Reports Cllr Maughan had sent a report via email which had been circulated. There was no report from District Cllr Wood.	
22/86	Village Hall The hall will be closed for bookings from 16 th May until June for refurbishment. It is not known how long this work will take so the next council meeting scheduled for 1 st June may have to take place one week later on the 8 th .	Clerk



22/87 22/87-1	Cemetery A report of proposed price increases had been circulated prior to the meeting. These were the first increases for two years. After discussion it was AGREED to adopt the price increases but to amend those for Children under the Age of Twelve. These will be resubmitted by PF to the council by email.	PF
22/88 22/88-1	Financial Matters The Annual Internal Audit Report for the year ending 31 st March 2022 had been completed. It was AGREED to approve the Section 1 Annual Governance Statement and Section 2- Accounting Statements at the next meeting.	Clerk
22/88-2	The clerks salary & expenses of £618.35 April- June were approved.	
22/89	To respond to Chair of Governors letter and the County Solicitors letter.	
22/89-1	Councillors to draft a response to the solicitors letter for approval before sending.	All
22/89-2	Clerk will request a meeting with the Head of the school and the Chair of the Governors with the Chair and any other councillors.	Clerk
22/90 22/90-1	Review of Policies AGREED to circulate a policy to each councillor for review. PS will review Financial Regulations.	Clerk PS
22/91 22/91-1	Planning Applications and Results Appeal Notice- submission for approval of reserved matters relating to access, appearance, landscaping, layout and scale pursuant to outline permission S21/0155 (for 4 dwellings including partial demolition of existing farm yard, Orchard Farm, Main Street. There were no further comments to be made.	
22/91-2	Results There were no results.	
22/92	Highway and Footpath Matters No matters to report.	
22/93 22/93-1 22/93-1	Correspondence Request for bench at the community park- dealt with in clerks report. Best Kept Village 2022- noted and will be advertised for information.	Clerk
22/94	Chairperson's closing statements All were thanked for attending the meeting which had not been an easy one. Councillors were reminded about the new date for the annual parish meeting of Saturday May 14 th .	



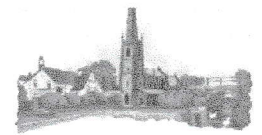
Claypole Parish Council

Minutes of the annual meeting held on Wednesday 4th May 2022 at 7.00pm in the village hall.

	<p>The meeting closed at 9.20pm</p> <p>Signed.....</p> <p>Date.....</p> <p>Chairperson</p>	
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Public Forum 6.45-7.00pm

- 1 Excessive litter was left at the park in April. It is difficult to determine who is responsible. Sunday football has now finished.
- 2 Litter pick equipment- SKDC will no longer be providing equipment. The council does have a supply of litter grabbers but will need to invest in some high viz. jackets if the annual litter pick continues.
- 3 Hedgerows at the community park- hedging has been planted at the top end adjacent to the old tree but has not taken like it has at the side of the park. The area needs grubbing out. It was recognised that the top area is much drier than at the sides and this could also be a reason why the hedging has not taken well.



Clerk's report – May 2022

1 Inspections- We need to have the annual inspection - that is the only one that we REALLY need as far as rules say. The regulations say we need an annual Inspection and then a suitable programme for ongoing inspection which we are doing.

According to LALC- 'There is a legal requirement for the council to manage their risk, the play equipment being one of them. An annual ROSPA (or other) inspection is essential. However, in the meantime visual inspections can be carried out by the council, recording each visit and reporting any H&S/risk matters. This can be carried out by the village caretaker (if you employ one), or by a councillor or clerk. The individuals cannot make any decisions, but can report any issues back to the council.' There are a number of items highlighted in the last operational inspection report which need attention.

2 Adverts on facebook- further checks to be made. I have contacted a group of clerks, some of whom say that charging for advertisers may have vat implications, others advise to avoid.

3 Cemetery

Slight damage has been made to a plinth in the cemetery. The family have been contacted who are content to leave as it is at the moment.

4 Electric charging point at village hall or the community park- I am meeting with a company representative at the community park to discuss further.

5 Active Holidays for Kids- The application has been successful and the 3 weeks have been booked with the school. I have informed Littlegates by email.

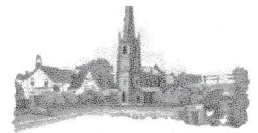
6 Correspondence with the school regarding use of muga and the car park- this matter will be discussed as a separate item on the agenda with the public excluded for that item.

7 Vacancy on the Council- the vacancy has been advertised for co-option and to date I have not received any correspondence from interested persons. The second vacancy due to the resignation of Cllr Flinders has also been advertised and ten electors have up until Monday May 9th to request an election. Otherwise the council will be in a position to co-opt.

8 Platinum jubilee celebrations- The grant from the Community Lottery has been granted approx 6.5k. This was to support the activities to be held at the village hall. These are no longer going to be held due to the timing of the hall refurbishment. How does the council proceed? I have been advised that the village hall would like to plant a tree in the grounds and have asked whether a tree could be sourced from this funding.

9 Community park footpath- I have one quotation from FA Landscapes and this is for £1200 to scrape the loose chippings from the footpath and to put it on the glebe land- am checking this out with Freddie.

11 Community Park website -the phone for people to make bookings at the community park- the current number can be added to an existing account (say mine) and this is £10 per month. In this instance I would pay the £10 each month and then be reimbursed by the PC- I am with EE. The other way is to have the account in the name of the PC (2 business proofs required



to set up), unlimited calls and texts- £11 per month by DD. I am not sure if the phone line is required but open to discussion on this.

The booking system has been renewed at a cost of £300 (plus vat).

12 Insurance- I have obtained quotes from the existing provider- Zurich and these are:

1 year £724.87

3 year £666.18

5 year £607.48

The quotation from Gallagher is £1480.26 and this can be extended to a 3 year agreement at the same annual premium.

Waiting for a quotation from BHIB.

13 Request for bench at community park

This request is from the former Claypole FC club as a tribute to John Norman who was a big supporter of village football. The bench should be of good quality. This is the link for the bench. Note it is from a specialist memorial benches company.

<https://memorialbenchesuk.co.uk/memorial-benches>

Sam Willis suggests it be sited next to the fence between the pitch and leisure park, and on a concrete platform that they will install.

It should be secure to avoid theft or misuse and would be secured by brackets to the concrete base. There would be no costs involved to the PC, and there will be a nice and useful bench from which to watch football matches.

14 Annual Parish meeting

The hall has been booked for Sunday 8th May 2-4pm. Local groups have been invited and these include: football clubs, tennis club, cricket club, five a side, Chris Simmonds (Play Centre scheme), Good Neighbours, WI, guides, village hall committee. Posters will be displayed on notice board, facebook pages.

Decisions required:

Platinum Jubilee celebrations- how does the council proceed?

Annual Insurance- recommendation is to continue with Zurich.

Bench at community park- to consider this request

C Clarke- May 2022