

Claxton Parish Council

Agenda

Date: Tuesday 16th September 2025

Time: 7:30pm

Place: Claxton Village Hall

Councillors are hereby summoned to this Parish Council Meeting of Claxton Parish Council. Members of the Press and the Public are invited to attend and address the Council during the public participation session. The law does not permit members of the public and the press to take part in the debates.

Charlotte Rust, Parish Clerk & RFO – clerk@claxton-pc.gov.uk

1. Welcome from the Chair.
2. To receive and approve apologies for absence.
3. To receive any declarations of interest from Members & consider requests for dispensation.
4. To approve the minutes of the Parish Council meeting held on Tuesday 15th July 2025.
5. Adjournment for Public Participation (15 minutes allowed for).
6. **Matters arising from July's meeting, including Clerk's report.**
7. **Reports from:**
 - 7.1 District Councillor, Councillor Thomson.
 - 7.2 County Councillor, Councillor Mason-Billig.
 - 7.3 Biodiversity, Councillor Wallis-Garcia.
 - 7.3.1. To receive an update on the Tree Audit.
 - 7.4 Traffic and SAM2, Councillor Harwood.
8. **Policies:**
 - 8.1 Data Protection.
 - 8.2 Financial Regulations.
 - 8.3 Pay Policy
9. **Play Area:**
 - 9.1 To review, approve and sign the revised Title Deed document for The Warren green.
 - 9.2 To receive an update of the play area project.
10. To discuss and consider the allocation of the litter pick 2025 funds.
11. To receive an update of the maintenance works of the Claxton sign.
12. To discuss the repairs of the SAM2.
13. To review Internal Control Check procedure.
14. To discuss the wasp's nest on The Warren green.
15. To note Community Safeguarding update from Framingham Earl High School.
16. **Planning:** None at time of publication.
17. **Finance:**
 - 17.1 To receive a Statement of Accounts as of 16th July 2025.
 - 17.2 To approve the clerks national salary increase and back pay in line with the Local Government Service Pay Agreement 2025/2026.
 - 17.3 To note any receipts and approve payments as detailed in the payment schedule.
18. To receive updates from individual Council Members (for information only).
19. To receive any items for inclusion on the next agenda (for information only).
20. To confirm date and time of the next Parish Council Meeting as Tuesday 18th November 2025 in Claxton Village Hall.
21. **Resolution to exclude members of the public and press under the Public Bodies (Admission to Meetings) Act 1960.**
 - 21.1 To discuss and approve the clerk's appraisal including her request for an increase to her working hours.