

### **Minutes of the Brookenby Parish Council Meeting held at 7.30 pm**

**at the Community Centre, Kent Road, Brookenby on 5<sup>th</sup> May 2026**

Present: Cllr S. Sumnall (Chair), Cllr B. Preece, Cllr N. Tracey, Cllr S. Coulam, Cllr L. Fraser & Cllr S. Turnbull

In Attendance: 0

Members of public present: 7

**Ref 4104 To elect a chairperson – Proposed to elect Cllr Sue Sumnall**

Proposed Cllr Coulam Seconded Cllr Tracy

**Ref 4105 To elect a vice chairperson – Proposed to elect Cllr Steve Turnbull**

Proposed Cllr Sumnall Seconded Cllr Tracy

**Ref 4106 Public Session – 15 Minutes**

Nothing to report

**Ref 4107 To receive apologies for absence**

None

**Ref 4108 To receive declarations of interest under the Localism Act 2011- being any pecuniary or non-pecuniary interest in agenda items not previously on members' Register of Interests**

None

**Ref 4109 To receive any reports from external organisations to include Ward Councillor**

NONE

**Ref 4110 To approve the minutes of the Council Meeting held on 7<sup>th</sup> April 2026**

It was resolved to approve these as a true record.

Proposed, Cllr Turnbull. Seconded, Cllr Tracy. All in favour

### **Finance Matters**

**Ref 4111 To approve the financial report year ending 31/3/26**

Resolved to approve the financial report

Proposed: Cllr Turnbull, Seconded Cllr Sumnall. All in favour.

**Ref 4112 To approve payment of the Schedule of Payments**

Resolved to approve a Schedule of payments of £1234.50

Proposed: Cllr L Fraser, Seconded Cllr S Turnbull. All in favour.



# **BROOKENBY**

## **Parish Council**

### **Ref 4113 To note receipts to Council**

The acting Clerk notified council of monies received totalling £28,018 (£518 in rental income) in April 2026. PLEASE NOTE: Precept and some rental that came in on the 1<sup>st</sup> April was incorrectly reported last month.

### **Ref 4114 To Accept the Bank Reconciliation**

Bank reconciliation as of 11:47hrs 5/5/26 showing a cash book total of £72,134.06 was approved by the Chair

### **Ref 4115 To discuss the audit report and resolve on any action to be taken**

Resolved

Proposed: Cllr L Fraser, Seconded Cllr S Turnbull. All in favour.

### **Ref 4116 To the AGAR section 1 (Annual Governance statement) and resolve on any action to be taken**

Resolved to approve AGAR section 1

Proposed: Cllr L Fraser, Seconded Cllr S Turnbull. All in favour.

### **Ref 4117 To the AGAR section 2 (Annual Accounting statements 2025/2026) and resolve on any action to be taken**

Resolved to approve AGAR section 2

Proposed: Cllr L Fraser, Seconded Cllr S Turnbull. All in favour.

### **Ref 4118 To discuss the renewal of Council insurance policy which expires on 31<sup>st</sup> May and resolve on any action to be taken**

Resolved to accept the 1-year quote from Zurich

Proposed: Cllr Sumnall, Seconded Cllr Coulam. All in favour.

### **Ref 4119 Update on the Cllr Volunteering scheme**

Cllr S. Sumnall met with Ellie. The volunteers will replace the gate section. The Parish Council will provide the materials required. Mike Swannick will collect them prior to the work being carried out.

### **Ref 4120 To discuss the actions required to fill the vacancy in the Office of Councillor and resolve on any action to be taken**

Resolved to defer filling the vacancy.

Proposed Cllr Fraser Seconded Cllr Tracy

### **Ref 4121 To discuss any issues within the Community Centre and resolve on any action to be taken.**

The roof is leaking on the corridor downstairs. Council to investigate.

### **Ref 4122 To discuss the proposal from Brookenby Venue for the colour scheme for the decoration of the Community Centre "Lobby 3" and resolve on any action to be taken**

Resolved that Brookenby Venue could proceed with the suggested colour scheme and the Parish Council would cover the cost of 4 rolls of insulation approx. £150 for the suspended ceiling.

*S Sumnall* 2026/2

# **BROOKENBY**

## **Parish Council**

Proposed Cllr Tracy Seconded Cllr Sumnall

**Ref 4123 To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the following business to be transacted.**

Proposed: Cllr S. Turnbull, Seconded Cllr N. Tracey. All in favour

**Open Meeting concluded 1949 hrs**

**Ref 4124 To discuss the quotes to refurbish the Community Centre ground floor toilets and resolve on any action to be taken**

Resolved to accept of the quotes. Cllr Sumnall to arrange with the various trades to start work.

Proposed Cllr Fraser Seconded Cllr Preece

**Ref 4125 To discuss any updates for Parish Clerk/RFO and resolve on any action to be taken.**

No update. Defer.

The meeting closed at 20:09hrs

