

**BRINKLOW PARISH COUNCIL**  
**Minutes of the Meeting of the Council**  
**Held in the Community Hall on the 14<sup>th</sup> May 2026**

**Present:**

Councillor J Reid (Chairman)

J Boonham (Cemetery Agent)

Councillor T Heenan

D Lloyd (Clerk & RFO)

Councillor S Brown

Councillor J Currington

6 Members of the public

**1. Apologies.**

Apologies received and accepted from Councillor K Keene.

**2. Declarations of Interest.**

There were no declarations of interest made.

**3. Minutes of the last meeting.**

**RESOLVED**

**That the minutes of the meeting held on the 16th April 2026 were approved, signed and initialled by the Chairman as a correct record of the proceedings.**

**4. Comments, Questions or Suggestions made by Members of the Public.**

Adam Smith assured the Councillors that the work currently going ahead at Marston House is not the work that was refused in the recent Planning application.

**5. District and County Councillor Reports for Information.**

None were present, their reports were given at the earlier Annual Parish meeting.

**6. Report by Cemetery Agent.**

Jennie read out her report; over the past month there have been two burials in the cemetery, a burial of ashes and another to take place tomorrow. All these arrangements require a certain amount of admin and several meetings in the cemetery to ensure everything goes to plan. A family wishing to install a permanent memorial to commemorate a death some years ago has now been agreed and where the new headstone will be placed. A resident wishes to reserve a plot in Section C, which is the oldest part of the cemetery, plots are for a period of 99 years so permission is asked of the PC to go ahead with this request -it was agreed that where there is no headstone or tended grave these plots, which are in excess of 100 years old, should be considered for reservation provided historic records are kept. A review of the cemetery fees regarding plots and interment fees and the charge for the introduction of memorials and tablets was shared with the Councillors for approval and proposed to come into force as from 1<sup>st</sup> July 2026.

**APPROVED**

**Chair J Reid proposed agreeing the new fees as of 1<sup>st</sup> July 2026, Seconded by Cllr T Heenan**

**7. To Formally sign Section 1 of the AGAR.**

Section 1 was signed by the Chairman and the Clerk of the Parish Council in accordance with the rules.

**8. To Formally sign Section 2 of the AGAR.**

Section 2 was signed as approved by the Chairman in accordance with the rules.

**9. Update on the Internal Audit Report.**

The report was read out by Chair J Reid and will be published to view on the PC website. He thanked the Clerk for the amount of work and effort put into achieving a good audit for the Parish Council.

**10. Update on the Playground inspections.**

It is minuted that the monthly inspection sheets were passed to the clerk for recording and that any actions necessary have been completed.

**11. Update on the Assets inspections.**

It is minuted that the annual asset inspection sheet was passed to the clerk for recording and that any actions necessary have been completed. Further improvements to the storage container to prevent replacement are being looked into.

**12. To Approve the new Cemetery Fees and a date for Commencement.**

Already discussed and approved in item 6.

**13. Update on the purchase of a rough cut mower as previously approved.**

A used rough cut mower has been sourced and purchased, the old mower has been sold, this was all within the previously approved value of £350.00 - minuted March 2026, item 15

**14. Update on the Speed reduction project.**

This project (the new signage on the Fosse Way) was previously discussed in the Annual Parish meeting.

**15. Update on the Litter pick and safety procedures.**

The Parish Council were unable to get any response for help with road safety procedures for a litter pick to take place along the road to Coombe Abbey, it would be too dangerous to go ahead without these safety measures.

**16. Update on the recent Local Elections.**

Already discussed by the Local Councillors in the Annual Parish meeting earlier.

**17. To discuss and agree a response to Planning Application –**

- R26/0295 at 2, South View, Broad Street, Brinklow, Rugby, Warwickshire, CV23 0LT for demolition of existing garage & replacement new garage

The councillors all agreed to respond that they have no objections to this planning application.

**ACTION Clerk to send response to RBC**

**18. To Approve the Accounts for Payment.**

NB: The weekly bin emptying fees, £3 per bin for 7 bins, to be charged by RBC were approved on 27<sup>th</sup> March 2025 by email from the Councillors and communicated to RBC by the Clerk.

Date	Ch No /so	Details	Total Payments	Payment Particulars
15/05/26	EFT	J Bonham	376.86	salary & expenses
15/05/26	EFT	D Lloyd	473.10	salary
15/05/26	EFT	J Reid	315.30	purchase of new mower less sale of old mower <b>M:26/3-15</b>
15/05/26	EFT	J Wooliscroft	350.00	Internal audit fee <b>M:26/1-8</b>
15/05/26	EFT	J Reid	365.55	Expenses
15/05/26	EFT	Luke Smith	96.00	Cemetery work
15/05/26	EFT	Secure 21	36.00	CCTV data card
15/05/26	EFT	Equals Money	200.34	prepay card top up
15/05/26	EFT	Rugby B C	1209.60	bin emptying fees April 25-March 26 <b>M:26/5-18</b>
15/05/26	EFT	J Brickwood	123.00	Plants for village planters <b>M:26/4-10</b>
15/05/26	EFT	Leicestershire Gardens	2495.00	Grasscutting contract 1/9 – 1 <sup>st</sup> year of 3 year contract
15/05/26	EFT	Round the Revel	200.00	donation

**APPROVED Prop: Cllr S Brown, Sec: Chair J Reid**

The Cashbook, Bank reconciliation and bank statements were checked, initialled and balance agreed.

**19. Progress Reports for Information.**

**Brinklow Castle** – The chippings have all been put down at the Tump and the new rough cut mower is ready to be used.

**Playing Field** - A resident has complained about the brambles at the edge of the field but they cant be cut back until after September as it is bird nesting season.

**Any other business** – Following a recent Event Committee meeting the Scarecrow Festival is now insured and the license sorted with RBC.

**20. Correspondence received for information.** – none received.

**21. To confirm the date of the next meeting.**

The next official public meeting will be held on Thursday 11<sup>th</sup> June 2026.

The meeting closed at 8:40 pm

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CHAIRMAN