

CARLTON LE MOORLAND PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 8th July 2020 via Video Conferencing

Minute		Action
	<p>All were welcomed to the July meeting of the Parish Council which was being held via Video Conferencing due to the Covid-19 restrictions.</p> <p>The meeting had been advertised on the village website, noticeboard and on social media, and County Councillor Marianne Overton and District Councillor Mary Green joined the meeting.</p> <p><u>REPORT FROM DISTRICT AND COUNTY COUNCILLORS</u></p> <p>The District Council had been sending regular electronic newsletters updating parishes on all matters.</p> <p>Cllr. Mary Green would investigate the fly tipping which had been reported but was taking months to remove due to the nature of the waste.</p> <p>Cllr. Marianne Overton had forwarded her newsletters/information to Parish Council. She confirmed that our list of highways defects for maintenance had been received.</p> <p>There were no other questions.</p> <p>THE COUNCIL THEN MOVED INTO FORMAL SESSION</p>	

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34/15/20	<p><u>PRESENT AT THE MEETING</u> Cllrs. J. Hutchinson, R. Garlant, A. Sceeny, F. Jacques, E. Surphlis, D. Cook, Cllrs M. Overton and M. Green and the Clerk.</p>	
35/15/20	<p><u>APOLOGIES FOR ABSENCE</u> There were apologies from Councillor John Clarke and District Cllr. C. Spray.</p>	
36/15/20	<p><u>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT</u> Cllr. Hutchinson declared an interest at item 7 – Pond area and item 9 Allotment matters, Cllr. Garlant declared an interest at item 13. Planning – tree work application, Cllr. Cook declared an interest at item 9 Allotment matters, Cllr Jacques declared an interest at item 9 Allotment matters and Cllr. Sceeny declared an interest at item 6 Village Hall, item 9 Allotment matters and item 14.2 Pathway maintenance.</p>	
37/15/20	<p><u>TO APPROVE THE NOTES OF THE PREVIOUS MEETING</u> The minutes of the last Parish Council meeting on 10th June 2020 were proposed by Cllr. Garlant seconded by Cllr. Jacques, and agreed by the members to be a true record.</p>	
38/15/20	<p><u>MATTERS TO BE DISCUSSED IN CLOSED SESSION</u> It was agreed to discuss item 14.1 (Correspondence from resident regarding allotment) in closed session to consider these items under Standing Order 11 (b). Cllr. Hutchinson would withdraw from the meeting at this point.</p>	
39/15/20	<p><u>MATTERS ARISING FROM THE MINUTES</u> Item – Defibrillator instructions had been placed in the telephone box and the noticeboard. Cllr Jacques informed the meeting that all residents who had previously received training had been updated with the defibrillator instructions.</p>	
40/15/20	<p><u>VILLAGE HALL MATTERS</u></p> <p>1i) Development and Building Issues The Nest system had been installed but there remained concerns about the future heating costs with the current system. The Chairman would contact Evolution Design to make enquiries with regards to upgrading/expanding the heating element of the air-cooling system using the remaining Lottery Funding.</p> <p>ii) Defects – enquiries would be made as to when the defect work would start.</p> <p>iii) Lottery Funding – Cllr. Hutchinson would seek further advice from Evolution Design regarding the costs to construct a brick-built store at the rear of the hall. Cllr Sceeny had sought the views of the Village Hall group and some suggestions for the use of the funding had been forwarded. Alterations to the metal rear gate would be costed and a further contact had been sought who may be able to undertake this work.</p> <p>2. Any Other Village Hall Matters</p> <p>i) Air Conditioning System Annual Service - The equipment was under warranty and following further enquiries it was resolved to accept the quotation from MCL Energy who had installed the system.</p> <p>ii) Re-opening of hall - a risk assessment would be undertaken on Monday 13th July.</p> <p>iii) Energy Renewals 2021 – it was agreed to leave this review for now.</p>	

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41/16/20	<u>POND AND SURROUNDING AREA IN SANDS LANE</u> There was nothing to report.	
42/16/20	<u>PLAYING FIELD</u> <ul style="list-style-type: none"> i) Following recent Government decisions to relax restrictions on the use of playground and gym equipment, the Council had organised for a formal risk assessment to be completed as required by the guidance. This would take place on Monday 13th July. In addition, the annual inspection of the play equipment would be completed by Wicksteed Ltd during August. The Council would review the closure of the playing field again following the risk assessment and would install appropriate signage as required if the decision is to open. ii) Grass Cutting – the clerk would contact the contractor regarding the grass cutting at the playing field. iii) Inspection – Cllr. Cook agreed to undertake a weekly inspection of the equipment as required by the insurers. 	
43/16/20	<u>ALLOTMENT MATTERS</u> The item in Correspondence 14.1 would be discussed in Closed Session.	
44/16/20	<u>HIGHWAYS AND FOOTWAYS</u> <ul style="list-style-type: none"> i) The list of Highways issues had been forwarded to the County Councillor following the last meeting. ii) Manor Lane to Wheatley Lane Public Right of Way – there had been correspondence between the clerk and Highways as the contractors had not cut a stretch of pathway and it was inaccessible. This had subsequently been cut. iii) Wheatley Lane (South) – Highways had not acted to seek the removal of the barrier by the landowner which is blocking the lane, which is a public highway. The clerk would make further enquiries. 	
45/16/20	<u>GRASS CUTTING & MOLE WORK</u> The playing field grass had already been discussed.	
46/16/20	<u>WILDLIFE CONSERVATION</u> Cllr. Hutchinson reported that he had prepared some brief plans which would be circulated to all councillors. There were 4 areas which could be achieved during the autumn – plant wildflower seeds, create pond shallow edge shelving, cut back most of the overhanging willows (leaving some at the back as nesting cover at the rear of pond), and cut 1/3 of the brambles back by 1-2 metres on the edges of the main grassed area.	
47/16/20	<u>PLANNING</u> 20/0815/TPO – 6 Grange Court - Holly tree work – there were no objections to this proposal.	
48/16/20	<u>CORRESPONDENCE</u> <ul style="list-style-type: none"> i) Pathway Maintenance of Street Furniture – councillors agreed that as Bassingham PC received the same level of funding (approx. £795) as Carlton Le Moorland, they should be approached to fund the treatment required to the wooden horse. ii) SBA External Auditor – the external auditor had requested additional information as an intermediate audit was being undertaken. This had been submitted by the clerk. iii) NKDC Licensing – Review of licensing policy – consultation to 7th September. 	

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49/17/20	<p><u>FINANCE</u></p> <p>1. <u>Finance Report and Bank Reconciliation July 2020</u> The Income and Expenditure Accounts had been circulated and the Finance report summary presented was accepted. The balances on the accounts at 1st July 2020 were as follows:</p> <table border="1" style="margin-left: 40px; border-collapse: collapse; width: 80%;"> <tbody> <tr><td>Treasurer's Account</td><td style="text-align: right;">£1,023.92</td></tr> <tr><td>Village Hall Account</td><td style="text-align: right;">£3,512.15</td></tr> <tr><td>Savings Account</td><td style="text-align: right;">£25,657.78</td></tr> <tr><td>Defibrillator Fund</td><td style="text-align: right;">£1,572.61</td></tr> <tr><td>Village Hall Development Fund - YPT</td><td style="text-align: right;">£795.01</td></tr> <tr><td>Village Hall Development Fund - Fundraising</td><td style="text-align: right;">£16,809.02</td></tr> <tr><td>Lottery Account – Village Hall Development</td><td style="text-align: right;">£13,121.58</td></tr> <tr><td>YPT – Grant for Film Events</td><td style="text-align: right;">975.00</td></tr> <tr><td>TOTAL</td><td style="text-align: right;">£63,467.07</td></tr> </tbody> </table> <p>2. <u>Payment of Accounts</u> Under item 6.10 of the Financial Regulations it was agreed that internet banking would be used for the payment of accounts. The Council agreed that the clerk was mandated to make payments during August where invoices for contracted work needed to be settled. The following accounts were noted for approval at the meeting: -</p> <table border="1" style="margin-left: 40px; border-collapse: collapse; width: 80%;"> <tbody> <tr><td>Clerk's Admin Expenses – June & July 2020</td><td style="text-align: right;">£20.00</td></tr> <tr><td>C.B. Grounds Maintenance – June 2020</td><td style="text-align: right;">£103.44</td></tr> <tr><td>M Harwood – Litter picking – June & July 2020</td><td style="text-align: right;">£60.00</td></tr> <tr><td>Clerk's Salary</td><td style="text-align: right;">£280.08</td></tr> <tr><td>Sue North – Maintenance Check V. Hall - June</td><td style="text-align: right;">£30.00</td></tr> <tr><td>Sue North – Maintenance Check V. Hall - July</td><td style="text-align: right;">£40.00</td></tr> <tr><td>Plusnet Broadband</td><td style="text-align: right;">£34.20</td></tr> <tr><td>Octopus Energy – June 2020</td><td style="text-align: right;">£63.87</td></tr> <tr><td>Wave – Water Village Hall</td><td style="text-align: right;">£45.00</td></tr> </tbody> </table> <p>The Finance statements and payments were proposed by Cllr. Garland, seconded by Cllr. Surphlis and agreed by all the Council.</p>	Treasurer's Account	£1,023.92	Village Hall Account	£3,512.15	Savings Account	£25,657.78	Defibrillator Fund	£1,572.61	Village Hall Development Fund - YPT	£795.01	Village Hall Development Fund - Fundraising	£16,809.02	Lottery Account – Village Hall Development	£13,121.58	YPT – Grant for Film Events	975.00	TOTAL	£63,467.07	Clerk's Admin Expenses – June & July 2020	£20.00	C.B. Grounds Maintenance – June 2020	£103.44	M Harwood – Litter picking – June & July 2020	£60.00	Clerk's Salary	£280.08	Sue North – Maintenance Check V. Hall - June	£30.00	Sue North – Maintenance Check V. Hall - July	£40.00	Plusnet Broadband	£34.20	Octopus Energy – June 2020	£63.87	Wave – Water Village Hall	£45.00	
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50/17/20	<p><u>ANY OTHER BUSINESS</u> There was none.</p>																																					
51/17/20	<p><u>DATE AND TIME OF THE NEXT MEETING</u> The next Parish Council meeting was scheduled for Wednesday 9th September 2020 at 7.30pm. The meeting closed at 9.27pm.</p>																																					