

CARLTON LE MOORLAND PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 13th January 2021 via Video Conferencing

Minute		Action
	<p>All were welcomed to the January 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 District Councillor Mary Green, County Councillor Marianne Overton joined the meeting.</p> <p>Those in attendance observed a minute's silence to remember Councillor John Clarke who passed away on 10th January 2021. John was a valued member of the Council and his enthusiasm and expertise in delivering a number of projects brought so many benefits to the village and he would be sorely missed.</p> <p>REPORT FROM DISTRICT AND COUNTY COUNCILLORS</p> <p>The District Council had been sending regular electronic newsletters updating parishes on all matters.</p> <p>Cllr. Mary Green reported that the NKDC Cycling Strategy consultation would close at the end of January, there was an increase in thefts in the local villages including thefts from garden sheds/outbuildings and also heating oil.</p> <p>Cllr. Marianne Overton reported on LCC information relating to Covid19 and business grants, the increased funding received for mental health services and an update regarding long term highways issues for which she had a meeting arranged with Richard Fenwick.</p> <p>There were no other questions.</p> <p>THE COUNCIL THEN MOVED INTO FORMAL SESSION</p>	

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13th January 2021

Minute		Action
130/38/21	<p><u>PRESENT AT THE MEETING</u> Cllrs. J. Hutchinson (Chairman), R. Garland, A. Sceeny, F. Jacques, E. Surphlis, D. Cook, District Cllr. M. Green, County Cllr M. Overton and the Clerk.</p>	
131/38/21	<p><u>APOLOGIES FOR ABSENCE</u> There were no apologies.</p>	
132/38/21	<p><u>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT</u> Cllr. Cook declared an interest at item 11 Allotment matters and item 15. Church Clock, Cllr. Hutchinson declared an interest at item 9 Pond and Surrounding Area and item 11 Allotment matters, Cllr Jacques declared an interest at item 9 Pond and Surrounding Area, 11 Allotment matters and 14 Wildlife Conservation and Cllr. Sceeny declared an interest at item 8 Village Hall and item 11 Allotment matters.</p>	
133/38/21	<p><u>TO APPROVE THE NOTES OF THE PREVIOUS MEETING</u> The minutes of the last Parish Council meeting on 9th December 2020 were proposed by Cllr. Surphlis seconded by Cllr. Jacques, and agreed by the members to be a true record.</p>	
134/38/21	<p><u>MATTERS TO BE DISCUSSED IN CLOSED SESSION</u> There were no items to be discussed in closed session.</p>	
135/38/21	<p><u>MATTERS ARISING FROM THE MINUTES</u> There were no matters arising.</p>	
136/38/21	<p><u>COVID-19 UPDATE</u> At the time of the meeting, a full lockdown was in place. Further decisions would be made as Government guidelines were updated.</p>	
137/38/21	<p><u>BUDGET/PRECEPT 2021-22</u> The Parish Council discussed the budget proposals for the 2021-22 precept considering recent correspondence from NKDC.</p> <ul style="list-style-type: none"> i) Income - The income budgets were reviewed, and it was unanimously agreed to increase the village hall hire rates from April 2021. The allotment fees were due to remain unchanged at £28 (full plot) and £15 (half plot) from April 1st 2021 (a year's notice had to be given) and it was unanimously agreed to increase the rate to £30 (full plot) and £16 (half plot) from April 2022. This was proposed by Cllr Surphlis, seconded by Cllr. Garland and approved by the members. ii) Expenditure – The expenditure budgets were reviewed, particularly the costs relating to the Village Hall following its full year in operation. iii) Precept - Following a discussion regarding the options presented on the precept documentation circulated prior to the meeting, it was proposed by Cllr. Garland, seconded by Cllr. Surphlis and agreed by the Council to set the Precept at £11,590 for 2021-22 which an increase of £500 on the previous year. Due to the reduction in the tax base, this would represent a 5.55% increase (£2.74) on the Council Tax for a Band D property. 	

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9th December 2020

Minute		Action
138/39/21	<p><u>VILLAGE HALL MATTERS</u></p> <p>1. Lottery Funding</p> <p>i) Funding – further information was awaited from Evolution Design regarding the alternative heating options available and the outdoor store proposal. A padlock was required for the new metal side gate. The purchase of a hedge cutter/strimmer would be reviewed to update costs and the low level fencing the rear garden area. The clerk was in the process of claiming funding from the National Lottery for recent purchases.</p> <p>2. Any Other Village Hall Matters</p> <p>i) Opening/closure of the hall – the Council agreed that the hall would remain closed based on current government guidelines. The cleaner had returned to providing the weekly maintenance checks in accordance with insurance requirements.</p> <p>ii) Monitoring of electricity usage – the Council had received the analysis from Brook & Mayo following the week of monitoring the electricity usage. The outside lights and sign had been switched off as the hall was closed. The electricity would continue to be closely monitored.</p>	
139/39/21	<p><u>POND AND SURROUNDING AREA IN SANDS LANE</u></p> <p>Cllr. Jacques reported on the repairs to the picnic table were nearing completion.</p>	
140/39/21	<p><u>PLAYING FIELD</u></p> <p>i) Cllr. Cook had carried out weekly checks of the playing field and the warranty work on the zip wire and tower were completed by Sovereign on 18th December. The metal repairs to the swings would be checked to see if the work had been completed.</p> <p>ii) Grass cutting – the clerk would ask the grass cutting contractor to strim around the wooden zip wire support poles so not to cause damage which might lead to rotting.</p>	
141/39/21	<p><u>ALLOTMENT MATTERS</u></p> <p>There were no matters to report.</p>	
142/39/21	<p><u>HIGHWAYS AND FOOTWAYS</u></p> <p>i) Wheatley Lane – there had still been no further progress by LCC Highways regarding the gateway barrier which was blocking public access despite information that formal action was being taken.</p> <p>ii) Brigg Lane – Cllr. Hutchinson had reported the white safety barrier which crosses the watercourse to LCC.</p>	
143/39/21	<p><u>GRASS CUTTING & MOLE WORK</u></p> <p>The clerk would contact the mole contractor to attend the Sands area.</p>	
144/39/21	<p><u>WILDLIFE CONSERVATION</u></p> <p>i) Cllr. Jacques reported that the volunteers had completed a number of tasks including clearing the deadwood, cutting back overgrown brambles and paths had been cleared. There was little work to do before March and meetings had ceased due to the lockdown.</p> <p>ii) 10 bird boxes had been placed at the Sands and surrounding areas which would be monitored, and some planting had been completed</p> <p>iii) Hi-Viz tabards were still to be purchased.</p>	

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145/40/21	<p><u>CHURCH CLOCK MAINTENANCE</u> The Council had been advised that the Church clock had stopped. Unfortunately, the Council resolved that it was unable to support any maintenance for the clock at this particular time.</p>																			
146/40/21	<p><u>WEBSITE</u> LCC had switched off the old website at the end of December 2019 and the new site was live. LCC had provided a list of maintenance/changes to be completed in order to meet accessibility requirements and had added new pages in order to accommodate our requirements.</p>																			
147/40/21	<p><u>CYCLING STRATEGY 2020-21</u> Cllr. Sceny had circulated information relating to the consultation which the members approved for submission on behalf of the Council. The clerk would complete the survey.</p>																			
146/40/21	<p><u>PLANNING</u> 20/1661/HOUS – 8 Bells Court, Carlton le Moorland. Erection of single storey rear extension and porch. The Council had no comments to make regarding this application.</p>																			
147/40/21	<p><u>CORRESPONDENCE</u></p> <ul style="list-style-type: none"> i) Sands Conservation – Cllr Jacques would liaise with Mr Woodman (Hill Holt Wood) regarding the work to be undertaken as recommended by the Lincs Wildlife Trust report. ii) Request to metal detect playing field – the Council resolved that this could not be permitted, and the clerk would respond accordingly. iii) Village Hall – residents were concerned regarding the opening of the hall to hirers however the lockdown followed soon after. The clerk would thank the residents for their message. iv) Census – taking place on 21st March 2021 and the Council was being asked to assist with the publicity on its website and noticeboards. 																			
148/40/21	<p><u>FINANCE</u></p> <ol style="list-style-type: none"> 1. <u>Review of Clerks Hours</u> It was resolved by all members to confirm the clerks hours (24 hours per month) on a permanent basis. 2. <u>Finance Report and Bank Reconciliation December 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 January 2021 were as follows: <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Treasurer's Account</td> <td style="text-align: right;">£891.74</td> </tr> <tr> <td>Village Hall Account</td> <td style="text-align: right;">£2,596.97</td> </tr> <tr> <td>Savings Account</td> <td style="text-align: right;">£21,737.80</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;">£16,604.66</td> </tr> <tr> <td>Lottery Account – Village Hall Development</td> <td style="text-align: right;">£598.21</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;">£45,772.00</td> </tr> </tbody> </table>	Treasurer's Account	£891.74	Village Hall Account	£2,596.97	Savings Account	£21,737.80	Defibrillator Fund	£1,572.61	Village Hall Development Fund - YPT	£795.01	Village Hall Development Fund - Fundraising	£16,604.66	Lottery Account – Village Hall Development	£598.21	YPT – Grant for Film Events	975.00	TOTAL	£45,772.00	
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148/41/21	<p><u>FINANCE</u></p> <p>3. <u>Payment of Accounts (continued)</u> Under item 6.10 of the Financial Regulations, it was agreed that internet banking would be used for the payment of accounts. The following accounts were noted for approval at the meeting: -</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Clerk's Admin Expenses – December 2020</td> <td style="text-align: right;">£10.00</td> </tr> <tr> <td>C.B. Grounds Maintenance – December 2020</td> <td style="text-align: right;">£103.44</td> </tr> <tr> <td>M Harwood – Litter picking – December 2020</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td>Clerk's Salary – December 2020</td> <td style="text-align: right;">£288.00</td> </tr> <tr> <td>Sue North – Maintenance & clean V. Hall - December</td> <td style="text-align: right;">£60.00</td> </tr> <tr> <td>Plusnet Broadband</td> <td style="text-align: right;">£34.20</td> </tr> <tr> <td>Octopus Energy – December 2020</td> <td style="text-align: right;">£348.30</td> </tr> <tr> <td>Wave – Water Village Hall</td> <td style="text-align: right;">£23.00</td> </tr> </tbody> </table> <p>The Finance statements and payments were proposed by Cllr. Garland, seconded by Cllr. Sceny and agreed by all the Council.</p>	Clerk's Admin Expenses – December 2020	£10.00	C.B. Grounds Maintenance – December 2020	£103.44	M Harwood – Litter picking – December 2020	£30.00	Clerk's Salary – December 2020	£288.00	Sue North – Maintenance & clean V. Hall - December	£60.00	Plusnet Broadband	£34.20	Octopus Energy – December 2020	£348.30	Wave – Water Village Hall	£23.00	
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149/41/21	<p><u>ANY OTHER BUSINESS</u></p> <p>i) An item would be placed in the Witham Staple to thank those who organised and participated in the Advent Window Trail in the village.</p>																	
150/41/21	<p><u>DATE AND TIME OF NEXT MEETING</u></p> <p>The next Parish Council meeting was scheduled for Wednesday 10th February 2021 at 7.30pm. The meeting closed at 9.30pm.</p>																	