

CARLTON LE MOORLAND PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 12th July 2021 in Carlton le Moorland Village Hall

Minute		Action
	<p>The Chairman Jeremy Hutchinson welcomed all to the meeting of the Parish Council which was being held in the Village Hall for the first time since March 2020.</p> <p><u>REPORT FROM DISTRICT COUNCILLOR</u></p> <p>The District Council had been sending regular electronic newsletters updating parishes on all matters.</p> <p>Cllr. Mary Green had sent her monthly report this had been circulated to all members of the Council.</p> <p>A resident commented about the Sands Area and the fish in the pond. There was also a comment about the damage to the floor in the hall due to the wearing of stiletto heels.</p> <p>There were no other questions.</p> <p>THE COUNCIL THEN MOVED INTO FORMAL SESSION</p>	

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42/12/21	<u>PRESENT AT THE MEETING</u> Cllrs. J. Hutchinson, F. Jacques, D. Cook, E. Surphlis, 2 members of the public and the Clerk.	
43/12/21	<u>APOLOGIES FOR ABSENCE</u> There were apologies from Cllr. Garland, Cllr Macleod, and Cllr. Sceeny which were accepted.	
44/12/21	<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 and Surrounding Area, and Cllr Jacques declared an interest at item 7 Pond and Surrounding Area.	
45/12/21	<u>TO APPROVE THE NOTES OF THE PREVIOUS MEETING</u> The minutes of the last Parish Council meeting on 5 th May 2021 were proposed by Cllr. Surphlis, seconded by Cllr. Jacques, and agreed by the members to be a true record.	
46/12/21	<u>MATTERS ARISING FROM THE MINUTES</u> Item 39/9/21 Correspondence – item ii) Poppy Appeal – 10 lamp post poppies had been ordered and received.	
47/12/21	<u>COVID-19 UPDATE</u> The Council agreed to continue to follow the Government guidance from 19 th July when restrictions would be relaxed.	
48/12/21	<u>VILLAGE HALL</u> 1. <u>Development Issues</u> It was agreed that the outdoor store and patio area should proceed with the patio area extended to the agreed building line identified in the planning permission together with an 'L' shape extension to the rear fence. The information on the alternative canopy for the rear was considered and it was decided that a visit to view a similar canopy in situ was preferred before a final decision was made. There was agreement for the purchase of new blackout blinds and indoor bowls equipment. 2. <u>Any Other Village Hall Matters</u> i) Hall bookings – the hall was receiving a number of enquiries and new bookings for September. The hand sanitisers would remain in place, and it was agreed that 3 drip trays would be purchased to place under them so that the flooring would not be damaged. ii) Cleaners Hours – it was agreed that with bookings increasing in September, that cleaning hours would increase to 4 hours per week. This would be monitored. iii) The fire alarm had been triggered a number of times in recent weeks and it was due for a service. A quotation from Lindum Fire Service had been received which would be accepted £70 plus VAT. (Brook & Mayo £296.80 plus VAT). Further training was required on how the fire alarm system operated. iv) Brown Bin – it was agreed to order a brown bin through NKDC for the green waste at the Village Hall and other council-owned areas. v) Broadband – the broadband contract had been renewed with Plusnet at a cheaper rate of £22.00 plus VAT from August. vi) Other items – the toilet seat in the female toilet needed replacing and the manhole keys were still to be purchased	JH AS DP JH/FJ

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48/13/21	<p>VILLAGE HALL – (Continued)</p> <p>2. Any Other Village Hall Matters</p> <p>vii) Plaque – the layout for the plaque for the late John Clarke had been circulated and would now be ordered.</p>	
49/13/21	<p>POND & SURROUNDING AREA – WILDLIFE CONSERVATION</p> <p>Cllr. Jacques updated the meeting on progress with the completion of the work on the signs. Future plans include the refurbishment of the old sign to provide an information board near the picnic area. Cllr. Jacques was thanked for his work.</p>	
50/13/21	<p>PLAYING FIELD</p> <p>i) The painting of the play equipment was progressing and nearing completion. The swing seats would be replaced with the suggestion of placing mixed seats together (junior and toddler). The volunteers had suggested closer cutting of the football pitch area which was agreed.</p> <p>ii) A crack in the metal of the swing was reported and would be repaired after the inspection. It was agreed to book the annual inspection with Wicksteed.</p> <p>iii) Grass cutting – the length of the grass would be monitored over the summer due to the increased usage of the field during the summer holidays. Additional cuts were approved if required.</p>	<p>JH/FJ</p> <p>DC/FJ</p>
51/13/21	<p>NEWSLETTER</p> <p>Cllr. Cook informed the Council that she had received a number of items and would forward this to the clerk for preparation of the newsletter.</p>	
52/13/21	<p>CORRESPONDENCE</p> <p>All correspondence had been circulated to councillors including:</p> <ul style="list-style-type: none"> i) E-mail request for planting of oak tree in remembrance of the Duke of Edinburgh ii) LALC – Big Green Week – 18th to 26th September 2021 – this would be included in the newsletter. 	
53/13/21	<p>FINANCE</p> <ul style="list-style-type: none"> 1. <u>Audit of Accounts – 2020/21</u> <ul style="list-style-type: none"> i) Internal Audit – It was noted for the record that the Council had received the Internal Auditors report on 13th May 2021 and this was accepted. There were no adjustments required to any of the documentation and action to be taken ii) Statement of Accounts - The Statement of Accounts was signed on receipt of the Auditors report in May which confirmed the accuracy of the accounts. iii) Dates of the Exercise of Public Rights – the dates were from 14th June to 23rd July 2021. 2. <u>Finance Report and Bank Reconciliation June 2021</u> The Income and Expenditure Accounts had been circulated and the Finance report summary presented was accepted. 	

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53/14/21	<p><u>FINANCE (Continued)</u></p> <p>3. <u>Finance Report and Bank Reconciliation June 2021 (continued)</u> The balances on the accounts as at 1st July 2021 were as follows:</p> <table><tr><td>Treasurer's Account</td><td>£541.41</td></tr><tr><td>Village Hall Account</td><td>£1,612.00</td></tr><tr><td>Savings Account</td><td>£29,897.03</td></tr><tr><td>Defibrillator Fund</td><td>£1,572.61</td></tr><tr><td>Village Hall Development Fund - YPT</td><td>£795.01</td></tr><tr><td>Village Hall Development Fund - Fundraising</td><td>£16,366.09</td></tr><tr><td>Lottery Account – Village Hall Development</td><td>£8.40</td></tr><tr><td>YPT – Grant for Film Events</td><td>975.00</td></tr><tr><td>TOTAL</td><td>£51,767.55</td></tr></table> <p>4. <u>Payment of Accounts</u> The following accounts had been approved through the clerks delegated powers during June 2021 and those invoices awaiting approval in July: -</p> <table><tr><td colspan="2">June Invoices:</td></tr><tr><td>Clerk's Admin Expenses – May 2021</td><td>£10.00</td></tr><tr><td>C.B. Grounds Maintenance – May 2021</td><td>£103.44</td></tr><tr><td>M Harwood – Litter picking – May 2021</td><td>£30.00</td></tr><tr><td>Haigh Trading (UK) Ltd – Painting equipment</td><td>£81.80</td></tr><tr><td>Royal British Legion – Lamp post poppies</td><td>£30.00</td></tr><tr><td>Bernard Whitworth – Clock Repair</td><td>£50.00</td></tr><tr><td>Nisbets – Bolero Chairs and Tables (Lottery Funded)</td><td>£2423.40</td></tr><tr><td>P. Slater – Sleepers for Pond Maintenance work</td><td>£50.00</td></tr><tr><td>Clerk's Salary – May 2021</td><td>£288.00</td></tr><tr><td>Sue North – Maintenance V. Hall – May 2021</td><td>£80.00</td></tr><tr><td>Brook & Mayo Electrical work to lighting</td><td>£504.00</td></tr><tr><td>Lindum Fire Service – Fire Equipment Service</td><td>£54.62</td></tr><tr><td>Plusnet Broadband – May 2021</td><td>£34.20</td></tr><tr><td>Octopus Energy – May 2021</td><td>£98.19</td></tr><tr><td colspan="2">July Invoices:</td></tr><tr><td>Clerk's Admin Expenses – June/July 2021</td><td>£20.00</td></tr><tr><td>Microsoft Software License– Monthly from 1.8.21</td><td>£11.28</td></tr><tr><td>Microsoft Software License– August payment 1.9.21</td><td>£11.28</td></tr><tr><td>C.B. Grounds Maintenance – June 2021</td><td>£139.69</td></tr><tr><td>M Harwood – Litter picking – June 2021</td><td>£60.00</td></tr><tr><td>County Signs – Pond Signs</td><td>£84.00</td></tr><tr><td>Allen Signs – Plaque for Commemoration event</td><td>£87.60</td></tr><tr><td>Clerk's Salary – June 2021</td><td>£288.00</td></tr><tr><td>Sue North – Maintenance V. Hall – June 2021</td><td>£90.00</td></tr><tr><td>NKDC – Brown Bin for V. Hall</td><td>£52.00</td></tr><tr><td>Amazon – Drip Trays for Hand Sanitisers x 3</td><td>£23.97</td></tr><tr><td>ESPO – Village Hall consumables</td><td>£33.30</td></tr><tr><td>Plusnet Broadband – June 2021</td><td>£34.20</td></tr><tr><td>Octopus Energy – June 2021</td><td>£41.28</td></tr></table>	Treasurer's Account	£541.41	Village Hall Account	£1,612.00	Savings Account	£29,897.03	Defibrillator Fund	£1,572.61	Village Hall Development Fund - YPT	£795.01	Village Hall Development Fund - Fundraising	£16,366.09	Lottery Account – Village Hall Development	£8.40	YPT – Grant for Film Events	975.00	TOTAL	£51,767.55	June Invoices:		Clerk's Admin Expenses – May 2021	£10.00	C.B. Grounds Maintenance – May 2021	£103.44	M Harwood – Litter picking – May 2021	£30.00	Haigh Trading (UK) Ltd – Painting equipment	£81.80	Royal British Legion – Lamp post poppies	£30.00	Bernard Whitworth – Clock Repair	£50.00	Nisbets – Bolero Chairs and Tables (Lottery Funded)	£2423.40	P. Slater – Sleepers for Pond Maintenance work	£50.00	Clerk's Salary – May 2021	£288.00	Sue North – Maintenance V. Hall – May 2021	£80.00	Brook & Mayo Electrical work to lighting	£504.00	Lindum Fire Service – Fire Equipment Service	£54.62	Plusnet Broadband – May 2021	£34.20	Octopus Energy – May 2021	£98.19	July Invoices:		Clerk's Admin Expenses – June/July 2021	£20.00	Microsoft Software License– Monthly from 1.8.21	£11.28	Microsoft Software License– August payment 1.9.21	£11.28	C.B. Grounds Maintenance – June 2021	£139.69	M Harwood – Litter picking – June 2021	£60.00	County Signs – Pond Signs	£84.00	Allen Signs – Plaque for Commemoration event	£87.60	Clerk's Salary – June 2021	£288.00	Sue North – Maintenance V. Hall – June 2021	£90.00	NKDC – Brown Bin for V. Hall	£52.00	Amazon – Drip Trays for Hand Sanitisers x 3	£23.97	ESPO – Village Hall consumables	£33.30	Plusnet Broadband – June 2021	£34.20	Octopus Energy – June 2021	£41.28	
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54/15/21	<u>ANY OTHER URGENT BUSINESS</u> There was none.	
55/15/21	<u>DATE AND TIME OF NEXT MEETING</u> The next Parish Council meeting was scheduled for Wednesday 8 th September 2021 at 7.30pm in Carlton Le Moorland Village Hall. The meeting closed at 8.25pm.	