

CARLTON LE MOORLAND PARISH COUNCIL

Minutes of the Annual General Meeting of the Parish Council held on Wednesday 11th May 2022 in Carlton le Moorland Village Hall

| Minute | | Action |
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| | The Chairman, Councillor Jeremy Hutchinson welcomed all to the Annual General meeting of the Parish Council, and introduced new councillor Ewan Marland, following his co-option by the Parish Council at the last meeting. | |
| 22/06/22 | <u>PRESENT AT THE MEETING</u> Cllrs. J. Hutchinson, R. Garland, F. Jacques, A. Sceeny, D. Cook, E. Marland six members of the public and the Clerk. | |
| 23/06/22 | <u>APOLOGIES FOR ABSENCE</u> There were apologies from Cllr. E. Surphlis and County Councillor Marianne Overton and these were accepted. | |
| 24/06/22 | <u>ELECTION TO COUNCIL POSITIONS</u> 1.1 <u>Election of Chairman</u> - Cllr. J. Hutchinson was nominated by Cllr A. Sceeny and Cllr. R. Garland and agreed to act as Chairman for the forthcoming year. 1.2 <u>Election of Vice -Chairman</u> - Cllr. R. Garland was nominated by Cllr. A. Sceeny and Cllr. F. Jacques and agreed to act as Vice-Chairman for the forthcoming year. 1.3 <u>Councillor Area of Responsibility</u> Councillors agreed their areas of responsibility but because two councillors were not present there was flexibility for change in due course. | |
| | The formal Parish Council meeting was suspended. <u>PUBLIC TIME & DISTRICT COUNCILLORS REPORT</u> Cllr. Mary Green reported that she had recently sent her monthly report, which had been circulated to all councillors: the NKDC Annual meeting would take place on 12 th May and she had contacted NKDC Environmental Protection with regards to the dog fouling information the Parish Council had requested. Cllr. Green would forward any response in due course. There was a question with regards to the suggestion that the goal posts would be removed from the playing field – no final decision had been made on this matter. The Council were thanked for all the work they have done, which was appreciated by residents. The formal Parish Council meeting resumed. | |
| 25/06/22 | <u>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT</u> Cllr. Sceeny declared an interest at item 6 – Village Hall and item 9 Allotments, Cllr. Jacques declared an interest at item 7 – Pond and item 9 Allotments, and Cllr Hutchinson declared an interest at item 7 Pond and item 9 Allotments. | |
| 26/06/22 | <u>TO APPROVE THE NOTES OF THE PREVIOUS MEETING</u> The minutes of the last Parish Council meeting held on 13 th April 2022 were proposed by Cllr. Jacques, seconded by Cllr. Cook and agreed by the members to be a true record. | |
| 27/06/22 | <u>CONSIDERATION OF ITEMS TO BE DISCUSSED IN CLOSED SESSION</u> It was resolved that the following item would be discussed in closed session: Item 6 – Village Hall Development correspondence. | |

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| 28/07/22 | <p><u>MATTERS ARISING FROM THE MINUTES</u> There were no matters arising from the minutes.</p> | |
| 29/07/22 | <p><u>VILLAGE HALL</u></p> <p>1. <u>Development Issues</u></p> <p>i) The building work for the outdoor store, patio extension and fencing was due for completion on Thursday 12th May. There would be a delay in the snagging process as the Project Consultant was not available due to illness and the Lottery had been made aware of this.</p> <p>2. <u>Any Other Village Hall Matters</u></p> <p>i) Electrical – it had been agreed to purchase a further hand dryer to replace the faulty one in the ladies' toilets. Councillors agreed that any replacement would need to be fitted by an electrician and the clerk would contact some for prices.</p> <p>ii) Insurance – following the completion of the building work the insurance would need to be updated to take account of this (£20,000) and the additional equipment purchased (£10,000).</p> | |
| 30/07/22 | <p><u>POND AND SURROUNDING AREA IN SANDS LANE</u> Councillor Jacques provided a report on the work done by the volunteers. Cllr. Jacques would get in touch with the grass cutting contractor with regards to the cut ahead of the Platinum Jubilee event on the Sands and Playing field. The Council thanked Cllr. Jacques and the volunteers for all the work done.</p> | |
| 31/07/22 | <p><u>PLAYING FIELD</u></p> <p>i) Zip Wire Repair – Sovereign were still in correspondence with regards to the repair: further information about the price would be forwarded when received from them.</p> <p>ii) Football Nets – the clerk had offered these to Bassingham Parish Council but there had been no response.</p> <p>iii) Toddler Swing/Seat – a price from Wicksteed would be obtained with a view to purchase a toddler swing from the additional funding recently received from NKDC.</p> | |
| 32/07/22 | <p><u>ALLOTMENTS</u></p> <p>i) It was agreed that a committee would review the Allotment Terms and Conditions, and would include the contribution of a small number of allotment members. This group would then submit its recommendations to the Parish Council for consideration and implementation if agreed.</p> <p>ii) Review of Allotments – it was agreed that the inspection/audit should be completed by mid-August so that a written report can be presented to the Council in September.</p> <p>iii) Vacant allotment plot – the plot had been let to a resident: a number of issues that had arisen had been resolved.</p> | |
| 33/07/22 | <p><u>HIGHWAYS AND FOOTWAYS</u> Cllr. Garland provided a report following a recent meeting with Rowan Smith, Highways Officer. The focus of the meeting was the poor condition of Norton Disney Rd and Sands Lane. These were not identified as priorities and so there was little positive news on any improvements to be made. Residents were urged to continue reporting potholes to Fix My Street.</p> | |
| 34/08/22 | <p><u>GRASS CUTTING AND MOLE WORK</u> The mole contractor would be requested to attend the Sands area and the playing field to deal with the increasing mole activity.</p> | |

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| 35/08/22 | <p><u>PLATINUM JUBILEE</u> Cllr. Jacques informed the meeting that the 2 new benches were awaiting installation. Brass plaques and Postcrete had been purchased. The wood on the remaining commemorative seat on Norton Disney Road was in poor condition and it was agreed to seek a cost for replacing the wood. There was also an update on the arrangements for the Platinum Jubilee in the village.</p> | | | | | | | | | | | | | | | | | | | |
| 36/08/22 | <p><u>COMMUNITY INFRASTRUCTURE LEVY</u> A sum of £545.93 had been received from NKDC in respect of the CIL from developments in the village. Under the terms of the funding, it was agreed that this sum would be used for playing field equipment.</p> | | | | | | | | | | | | | | | | | | | |
| 37/08/22 | <p><u>LYCHGATE</u> Volunteers had completed the maintenance of the Lychgate and the members agreed to refund the cost of the materials purchased to complete the work - £33.90.</p> | | | | | | | | | | | | | | | | | | | |
| 38/08/22 | <p><u>PLANNING</u> i) 22/0280 – 14 Norton Disney Road – 2 storey rear and side extension had been approved. ii) 22/0363 17 Wheatley Lane – Erection of single storey extension and garage conversion. There were no comments.</p> | | | | | | | | | | | | | | | | | | | |
| 39/08/22 | <p><u>CORRESPONDENCE</u> All correspondence had been circulated to councillors including: i) Police Report - Monthly ii) Norton Disney – Community Big Dig – there were a number of residents interested in getting involved, however as the funding had been achieved it was agreed not to pursue this further. iii) NKDC Consultation on Interim Polling Place Review 2022 – there were no changes to the use of the village hall for polling.</p> | | | | | | | | | | | | | | | | | | | |
| 40/08/22 | <p><u>FINANCE</u> 1. <u>Audit of Accounts 2021-22</u> i) Accounting Statements 2021/22 - This was read, agreed by the Council and the document would be signed by the Chairman. ii) Internal Audit Report 2021/22 - John Shaw had confirmed that the audit had been completed and he had signed the documentation required. The clerk informed members that John was not requesting any reimbursement – and he was thanked for undertaking this work again. 2. <u>Finance Report and Bank Reconciliation May 2022</u> The Income and Expenditure Accounts had been circulated and the Finance report summary presented was accepted. The balances on the accounts as of 1st May 2022 were as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Treasurer's Account</td> <td style="text-align: right;">£1,404.45</td> </tr> <tr> <td>Village Hall Account</td> <td style="text-align: right;">£3,630.78</td> </tr> <tr> <td>Savings Account</td> <td style="text-align: right;">£24,129.88</td> </tr> <tr> <td>Defibrillator Fund</td> <td style="text-align: right;">£1,340.61</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;">£16,142.09</td> </tr> <tr> <td>Lottery Account – Village Hall Development</td> <td style="text-align: right;">£16.40</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;">£48,434.22</td> </tr> </tbody> </table> | Treasurer's Account | £1,404.45 | Village Hall Account | £3,630.78 | Savings Account | £24,129.88 | Defibrillator Fund | £1,340.61 | Village Hall Development Fund - YPT | £795.01 | Village Hall Development Fund - Fundraising | £16,142.09 | Lottery Account – Village Hall Development | £16.40 | YPT – Grant for Film Events | 975.00 | TOTAL | £48,434.22 | |
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| 40/09/22 | <p><u>FINANCE (Continued)</u> 3. <u>Payment of Accounts</u> The following accounts were approved for on-line payment: -</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Clerk's Admin Expenses – April 2022</td> <td style="text-align: right;">£10.00</td> </tr> <tr> <td>C.B. Grounds Maintenance – April 2022</td> <td style="text-align: right;">£112.37</td> </tr> <tr> <td>M Harwood – Litter picking – April 2022</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td>BHIB Main Parish Insurance from 1.6.22</td> <td style="text-align: right;">£687.04</td> </tr> <tr> <td>Pott Morton Printers - Newsletter</td> <td style="text-align: right;">£128.97</td> </tr> <tr> <td>Lincolnshire Pest Control – Annual Contract</td> <td style="text-align: right;">£175.00</td> </tr> <tr> <td>EBay – Two Brass Plaques for benches</td> <td style="text-align: right;">£21.56</td> </tr> <tr> <td>Hykeham DIY – Postcrete for benches</td> <td style="text-align: right;">£26.00</td> </tr> <tr> <td>A. Alsop – Lychgate Maintenance materials</td> <td style="text-align: right;">£33.90</td> </tr> <tr> <td>Microsoft Software License – May payment</td> <td style="text-align: right;">£11.28</td> </tr> <tr> <td>Clerk's Salary – April 2022</td> <td style="text-align: right;">£293.04</td> </tr> <tr> <td>Sue North – Cleaning V. Hall – April 2022</td> <td style="text-align: right;">£160.00</td> </tr> <tr> <td>Brook & Mayo – Electrical Checks - Nest and hand dryer</td> <td style="text-align: right;">£108.90</td> </tr> <tr> <td>Octopus Energy – April 2022</td> <td style="text-align: right;">£227.51</td> </tr> <tr> <td>Wave – Water – April 2022</td> <td style="text-align: right;">£25.00</td> </tr> <tr> <td>Plusnet Broadband – April 2022</td> <td style="text-align: right;">£30.16</td> </tr> </tbody> </table> | Clerk's Admin Expenses – April 2022 | £10.00 | C.B. Grounds Maintenance – April 2022 | £112.37 | M Harwood – Litter picking – April 2022 | £30.00 | BHIB Main Parish Insurance from 1.6.22 | £687.04 | Pott Morton Printers - Newsletter | £128.97 | Lincolnshire Pest Control – Annual Contract | £175.00 | EBay – Two Brass Plaques for benches | £21.56 | Hykeham DIY – Postcrete for benches | £26.00 | A. Alsop – Lychgate Maintenance materials | £33.90 | Microsoft Software License – May payment | £11.28 | Clerk's Salary – April 2022 | £293.04 | Sue North – Cleaning V. Hall – April 2022 | £160.00 | Brook & Mayo – Electrical Checks - Nest and hand dryer | £108.90 | Octopus Energy – April 2022 | £227.51 | Wave – Water – April 2022 | £25.00 | Plusnet Broadband – April 2022 | £30.16 | |
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| 41/09/22 | <p><u>ANY OTHER URGENT BUSINESS</u> There was no other business to discuss.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 42/09/22 | <p><u>DATE AND TIME OF NEXT MEETING</u> The next Parish Council meeting was scheduled for Wednesday 8th June 2022 at 7.45pm. The meeting closed at 9.45pm.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |