

# CARLTON LE MOORLAND PARISH COUNCIL

## Minutes of the Meeting of the Parish Council held on Wednesday 12<sup>th</sup> October 2022 in Carlton le Moorland Village Hall

Minute		Action
	<p>The Chairman, Councillor Jeremy Hutchinson, welcomed everyone to October's meeting of the Parish Council.</p> <p>He informed the meeting of the postponement of the meeting on 14<sup>th</sup> September due to the requirements of local councils to adhere to the official period of mourning following the death of Queen Elizabeth II.</p> <p><b><u>Public Time</u></b></p> <p>There was a request that public time should be held at the end of the Parish Council meeting. The Chairman stated that this would be considered by the Council at the next meeting following consultation of the Standing Orders.</p> <p>There were condolences paid with regards to the death of the late Queen Elizabeth II.</p> <p><b><u>Report from County Councillor Marianne Overton</u></b></p> <p>The report included an update on the road repairs to Bridle Lane and Brigg Lane, social care funding in the county, the increases in cases of Covid and measures available to help residents with the heating crisis.</p> <p><b>THE COUNCIL THEN MOVED INTO FORMAL SESSION</b></p>	

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12<sup>th</sup> October 2022

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83/22/22	<p><b><u>PRESENT AT THE MEETING</u></b>                      Cllrs. J. Hutchinson (Chairman), R. Garland, F. Jacques, E. Marland, A. Sceeny, D. Cook, 7 members of the public and the clerk.</p>	
84/22/22	<p><b><u>APOLOGIES FOR ABSENCE</u></b>                      There were apologies from District Councillor Mary Green.</p>	
85/22/22	<p><b><u>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT</u></b>                      Cllr. Hutchinson declared an interest at item 7 – Pond and 9 – Allotments, Cllr. Sceeny declared an interest at item 6 – Village Hall, item 9 - Allotments and 13 - Pathway, Cllr. Jacques declared an interest at item 7 – Pond and item 8 Allotments, Cllr Cook declared an interest at item 16 – Church Clock and Cllr Marland declared an interest at item 14.2 – Planning.</p>	
86/22/22	<p><b><u>TO APPROVE THE NOTES OF THE PREVIOUS MEETING</u></b>                      The minutes of the last Parish Council meeting held on 13<sup>th</sup> July 2022 were proposed by Cllr. Jacques, seconded by Cllr. Cook and agreed by the members to be a true record.</p>	
87/22/22	<p><b><u>MATTERS ARISING FROM THE MINUTES</u></b>                      Item 78/18/22 i) Cllr Sceeny attended the summer Q/A with MP on 29<sup>th</sup> July and would provide a written report to councillors following the meeting.</p>	
88/22/22	<p><b><u>CONSIDERATION OF ITEMS TO BE DISCUSSED IN CLOSED SESSION</u></b>                      There were no items to be discussed.</p>	
89/22/22	<p><b><u>PARISH COUNCILLOR VACANCY</u></b>                      The required advertisement had been displayed and NKDC had notified the Council that co-option was permitted. The vacancy would be publicised on the noticeboard and website.</p>	
90/22/22	<p><b><u>VILLAGE HALL</u></b></p> <p>1. <u>Equipment Purchases</u>                      i) Two table tennis tables had been purchased and there would be some publicity to notify that the equipment was available for use. Terms and conditions of use of the equipment were to be determined. Fencing wire for the Brigg Lane boundary was still to be purchased.</p> <p>ii) <u>Outdoor Space</u>                      It was agreed that the rear grass would be scarified and prepared for the planting of suitable grass seed tolerant to shady conditions. The volunteers would help complete this task. Further planting would take place on the hall side of the boundary hedge to make good the gap near the brick store.</p> <p>iii) <u>Maintenance Issues</u>                      Electrical – Brook and Mayo attended to fix the heating issues and repaired the emergency access light. A replacement heater had been ordered for the main hall and the meeting room Nest was on order: both items would be fitted by the contractors at the same time.</p> <p>iv) <u>Any Other Matters</u>                      Outdoor Lighting (solar) for the area near the bins was agreed and would be purchased and installed by Cllrs. Hutchinson and Jacques. Cllr. Sceeny would circulate the list of equipment available for use in the hall which could be made into a leaflet or posted on the website for potential hirers.</p>	

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91/23/22	<p><b><u>POND AND SURROUNDING AREA IN SANDS LANE</u></b></p> <p>Councillor Jacques reported on parking on the Sands during the summer, the health and safety inspections completed and the work to the trees. Cllr Jacques and the clerk had recently accompanied Bassingham Brownies on a visit to the pond area, and the clerk had submitted a bid to the Lost Village for further equipment e.g.pond dipping kits.</p>	
92/23/22	<p><b><u>PLAYING FIELD</u></b></p> <p>i) Zip Wire Repair – the repair had been completed.</p> <p>ii) Waste Bin – it was decided that the waste bin was still serviceable without the damaged fire guard and so it would not be replaced.</p> <p>iii) Play Equipment inspection – this has been ordered through Wicksteed. It was noted by Cllr. Jacques that there was a split in the toddler seat which should be reported to Wicksteed.</p>	
93/23/22	<p><b><u>ALLOTMENTS</u></b></p> <p>i) Allotment 2 – Sands Lane The clerk read the letter sent to the tenant on 17<sup>th</sup> July 2022 regarding the action that was to be taken by 1<sup>st</sup> September. There was no evidence that any of the conditions set out had been met. It was proposed and unanimously agreed by vote, that under the terms of the tenancy agreement, the tenant would be served with one months' notice to vacate the allotment of any property.</p> <p>ii) Allotment 7- Wheatley Lane Further clarification would be sought on the terms of the shared tenancy requested by the tenant.</p> <p>iii) Allotment Audit – Cllr. Surphlis and the clerk had undertaken the audit on 3<sup>rd</sup> August 2022 and a report had been circulated to all councillors. The report was accepted by the members. Allotment holders would be contacted with the findings of the report and actions to be taken to meet the requirements of the tenancy agreement.</p> <p>iv) Terms and conditions review – Cllr Sceeny reported that the terms and conditions were being written in a more informal style, while ensuring that the requirements of the Allotment Acts were incorporated. The final version would be circulated to councillors for the next meeting.</p>	
94/23/22	<p><b><u>HIGHWAYS AND FOOTWAYS</u></b></p> <p>i) Speed Indication Device – this had been approved for purchase provisionally – an updated price would be sought to include an increase the number of brackets to 6 to enable further deployment of the equipment.</p> <p>ii) Bridle and Brigg Lane resurfacing – the clerk would write to LCC Highways to thank them for the work done.</p> <p>iii) Overgrown deep ditch on left (culvert side) at the bottom of High Street. This ditch is fairly deep with a brick drainage wall within it, is masked by overgrown foliage and is close to the public footpath sign. The clerk would write to LCC Highways and PROW officer.</p> <p>iv) Bassingham Road/Broughton Road crossroads – the clerk would write to LCC Highways to seek permission for a mirror to be installed at the junction.</p>	<p><b>Clerk to write to LCC Highways and footpaths</b></p>

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95/24/22	<p><b><u>GRASS CUTTING AND MOLE WORK</u></b> There were no matters to discuss.</p>																									
96/24/22	<p><b><u>OBJECTIVES 2022 REVIEW</u></b> This would be included on the agenda and discussed further.</p>																									
97/24/22	<p><b><u>PATHWAY</u></b> Cllr. Sceeny reported on the path adoption notice posted by LCC Highways, hedge cutting which was due in December and repairs which are required to the wooden horse. The Council agreed to fund the cost of the materials to repair the horse, and Cllrs Sceeny and Jacques would carry out the maintenance.</p>																									
98/24/22	<p><b><u>PLANNING</u></b> 22/1312 – 7 Wheatley Lane. There were no comments or objections to the proposal. 22/1348/LBC – Carlton House, High Street. There were no comments or objections to the proposal. 22/1441/TPO – 5 Manor Court. There were no comments or objections to this proposal.</p>																									
99/24/22	<p><b><u>CORRESPONDENCE</u></b> All correspondence had been circulated to councillors including: i) Treescapes – Update of tree survival rate. The feedback would be provided. ii) NKDC Litter picking Grant – the clerk had applied for this annual grant. iii) Lost Village – Grant Funding information.</p>																									
100/24/22	<p><b><u>FINANCE</u></b> 1. Review of Grant Funding to St. Mary's Church A formal response had not been received from St. Mary's Church following the Council's donation in August 2021 nor to a letter seeking information regarding the use of future grant sums and plans regarding maintenance of the churchyard. Cllr. Cook would deal with this. 2. <u>Finance Report and Bank Reconciliation September 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 1<sup>st</sup> October 2022 were as follows:</p> <table border="1" style="margin-left: 40px;"> <tbody> <tr> <td>Treasurer's Account</td> <td style="text-align: right;">£958.55</td> </tr> <tr> <td>Village Hall Account</td> <td style="text-align: right;">£4,791.33</td> </tr> <tr> <td>Savings Account</td> <td style="text-align: right;">£30,905.35</td> </tr> <tr> <td>Village Hall Development Fund - Fundraising</td> <td style="text-align: right;">£15,021.70</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>£51,676.93</b></td> </tr> </tbody> </table> <p>3. Payment of Accounts The following accounts (Sept/Oct) were approved for on-line payment:</p> <table border="1" style="margin-left: 40px;"> <tbody> <tr> <td>Clerk's Admin Expenses – August 2022</td> <td style="text-align: right;">£10.00</td> </tr> <tr> <td>C.B. Grounds Maintenance – August 2022</td> <td style="text-align: right;">£112.37</td> </tr> <tr> <td>M Harwood – Litter picking – August 2022</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td>Sovereign – Repair of Zip Wire</td> <td style="text-align: right;">£1140.32</td> </tr> <tr> <td>Bank Charge (Gen Account) – 4/8-3/9/22</td> <td style="text-align: right;">£8.00</td> </tr> <tr> <td>PFK Littlejohn – Audit of Accounts completed 2021-22</td> <td style="text-align: right;">£240.00</td> </tr> <tr> <td>Microsoft Software Subscription – Aug &amp; September</td> <td style="text-align: right;">£22.56</td> </tr> </tbody> </table>	Treasurer's Account	£958.55	Village Hall Account	£4,791.33	Savings Account	£30,905.35	Village Hall Development Fund - Fundraising	£15,021.70	<b>TOTAL</b>	<b>£51,676.93</b>	Clerk's Admin Expenses – August 2022	£10.00	C.B. Grounds Maintenance – August 2022	£112.37	M Harwood – Litter picking – August 2022	£30.00	Sovereign – Repair of Zip Wire	£1140.32	Bank Charge (Gen Account) – 4/8-3/9/22	£8.00	PFK Littlejohn – Audit of Accounts completed 2021-22	£240.00	Microsoft Software Subscription – Aug & September	£22.56	<p><b>Cllr. Cook</b></p>
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102/25/22	<p><b><u>DATE AND TIME OF NEXT MEETING</u></b>                      The next Parish Council meeting was scheduled at 7.45 pm on Wednesday 9<sup>th</sup> November 2022. The meeting closed at 9.45pm.</p>																																															