

CARLTON LE MOORLAND PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday 11th January 2023 in Carlton le Moorland Village Hall

Minute		Action
	<p>In the absence of the Chairman and Vice-Chairman, the clerk sought nominations from the members in attendance to step in as Chairman for this meeting under section 1(o) of the Standing Orders. Cllr Marland was nominated to act as Chairman by Cllr Jacques, seconded by Cllr Sceeny and agreed by all members. Councillor Marland, as Chairman, welcomed everyone to January's meeting of the Parish Council. He confirmed the arrangements on how the meeting would be conducted.</p> <p><u>Report from County Councillor Marianne Overton</u></p> <p>Cllr Overton had forwarded her monthly newsletter and her report included information relating to Fix My Street and improvements in response times with highways repairs. She noted the road repairs completed in the village but acknowledged Norton Disney Road and Sands Lane still required attention.</p> <p><u>Report from District Councillor Mary Green</u></p> <p>Cllr. Green had forwarded her monthly report and notified the meeting about the arrangement for the forthcoming parish council elections in May 2023.</p> <p><u>Public Time</u></p> <p>i) The hedge had been cut on the pathway between the village and Basingham and thanks were extended to Cllr. Sceeny for his work in achieving this.</p> <p>ii) The Assets of Community value application was requiring update in relation to the allotment land on the Sands area.</p> <p>iii) The clock in the Church had been stopped due to a problem with the lines/cables twisting and a repair for this was required. However there still remained the issue with the access to the tower to wind the clock which had not been resolved by the Church. A request to change the clock to auto winding was being suggested.</p> <p>iv) A resident raised numerous questions relating to the actions taken by the council following his deadline to quit an allotment on 28th November. The Chairman referred the resident to the information previously sent to him regarding this matter which clearly identified that any remaining property left on the allotment would be disposed of from 29th November. The council had no further information to add regarding this matter as the allotment had since been cleared and disposed of all remaining items.</p> <p>THE COUNCIL THEN MOVED INTO FORMAL SESSION</p>	

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144/38/23	<p><u>PRESENT AT THE MEETING</u> Cllrs. E. Marland (Chairman), F. Jacques, A. Sceeny, M. Frost, County Councillor Mrs M. Overton, District Councillor Mrs M. Green, 6 members of the public and the clerk.</p>	
145/38/23	<p><u>APOLOGIES FOR ABSENCE</u> There were apologies from Cllr. Hutchinson, Cllr. Garland and Cllr. Cook. These apologies were accepted by the members.</p>	
146/38/23	<p><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 8 – Village Hall, item 11 – Allotments and item 7 – Budget/Precept, Cllr. Jacques declared an interest item 9 – Pond and surrounding area, item 10 – Playing Field, item 11 – Allotments, Cllr Frost declared an interest at item 11- Allotments.</p>	
147/38/23	<p><u>CONSIDERATION OF ITEMS TO BE DISCUSSED IN CLOSED SESSION</u> It was proposed by Cllr. Jacques, seconded by Cllr Frost and agreed by the members that items 11(ii) Allotments and 18 (i) and (ii) Correspondence would be discussed in closed session under section 1(d) and section 11 of Standing Orders.</p>	
148/38/23	<p><u>TO APPROVE THE NOTES OF THE PREVIOUS MEETING</u> The minutes of the last Parish Council meeting held on 14th December 2022 were proposed by Cllr. Frost, seconded by Cllr. Jacques and agreed by the members to be a true record.</p>	
149/38/23	<p><u>MATTERS ARISING FROM THE MINUTES</u> There were no matters arising from the minutes.</p>	
150/38/23	<p><u>POLICIES</u> The clerk informed the meeting that a number of policies would need to be updated and reviewed in 2023. i) Standing Orders – the policy was proposed by Cllr. Frost, seconded by Cllr. Jacques and unanimously approved by the council. ii) Complaints Policy – the policy was approved by Cllr. Jacques, seconded by Cllr. Sceeny and unanimously approved by the Council.</p>	
151/38/23	<p><u>BUDGET/PRECEPT 2023-24</u> The Parish Council discussed the budget proposals for the 2023-24 precept considering recent correspondence from NKDC. i) Income - The income budgets were reviewed, and it was unanimously agreed that the village hall hire rates would remain unchanged from April 2023 with a further review in September 2023 when the utility contract information was known. This was proposed by Cllr Sceeny, seconded by Cllr. Frost and approved by the members. The allotment fees from April 2023 were set at £30 (full plot) and £16 (half plot). A year's notice had to be given for 2024 fees and it was unanimously agreed to discuss this again at the next meeting. ii) Expenditure – The expenditure budgets were reviewed, particularly the costs relating to the Village Hall and likely energy increases in 2023. iii) Precept - it was proposed by Cllr. Jacques, seconded by Cllr. Sceeny and agreed by the Council to set the Precept at £11,690 for 2023-24 which was the same as the previous year. Due to the decrease in the tax base, this would represent a 0.48% increase (£0.25) on the Council Tax for a Band D property.</p>	<p>Allotment fees 2024 – next agenda</p>

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152/39/23	<p><u>VILLAGE HALL</u></p> <p>i) Energy The members and clerk would review the energy arrangements in the coming months with the contract renewal in June 2023. The clerk would seek the advice from UK Alternative Energy who supplied and fitted the solar panels and whether the hall was receiving maximum benefit from the energy and tariffs available.</p> <p>ii) Equipment Cllr Sceeny advised members that a donation of £376 had been received from the family of the late Eleanor Heywood. It had been suggested that chairs with arms could be purchased and Cllr. Sceeny would research this further.</p>	
153/39/23	<p><u>POND AND SURROUNDING AREA IN SANDS LANE</u></p> <p>Cllr. Jacques updated the meeting that the sign in the south east corner of the pond had been possibly stolen/thrown into the pond. The purchase of a tawny owl nesting box was approved from the grant recently received and the clerk would place the order for this.</p>	
154/39/23	<p><u>PLAYING FIELD</u></p> <p>i) Boundary Hedge – the boundary hedge had been trimmed back by the volunteers.</p> <p>ii) Toddler seat – Cllr. Jacques was dealing with removing and replacing the seat.</p>	
155/39/23	<p><u>ALLOTMENTS</u></p> <p>i) Allotment – terms and conditions review The council discussed and agreed a number of key points in the draft terms and conditions. With regards to the allotment rules, the following points were agreed by members: Item 5: The allotment inspection would be carried out by a team of two Parish Council representatives – at least one of the representatives should be an allotment holder. Item 6 (b): The managed wildflower area would comprise 5% of cultivatable area. Sheds and runs for chickens would form part of the cultivatable area. Item 6 (e): The maximum of eight chickens would be permitted. A final copy would be brought to the February 2023 meeting for final ratification by the council and implementation from April 2023. Item 6 (n): Sheds and greenhouses – wording changed to 'should be no more than 2.5m x 1.8m' – remove the word 'normally'.</p> <p>ii) Allotment Inspection update - Cllr. Garland would be asked to conduct the mid-year inspection follow up to take place in February 2023.</p>	Agenda
156/39/23	<p><u>HIGHWAYS AND FOOTWAYS</u></p> <p>Speed Indication Device – the delivery of the SID was due in the forthcoming week and the clerk was awaiting further information from Unipart Dorman.</p>	
157/39/23	<p><u>GRASS CUTTING AND MOLE WORK</u></p> <p>There were no matters to discuss.</p>	

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158/40/23	<p><u>PLANNING</u> 22/1563/OUT – Land at Corner House Farm, Bassingham Road - permission for 6 dwellings. The clerk had been in contact with Planning Officer Tom Siddons at NKDC and he had given an extension to the agent of LAS to 31/1/23 to provide additional information for this application.</p>																							
159/40/23	<p><u>OBJECTIVES 2023</u> The objectives were reviewed by the members and following some minor changes, it was resolved that these would be adopted.</p>																							
160/40/23	<p><u>CLERKS SALARY & COUNCIL CONTACT ARRANGEMENTS 2023</u> i) Clerks' salary - LALC had circulated the LGA pay award information with effect from 1st April 2022. It was proposed, seconded, and approved for the payment of the new rate to be made immediately. ii) Council Contact Arrangements – it was agreed that the correspondence address for the council would change to the Village Hall. The clerk would also investigate the change of e-mail address (gov.uk) as recommended by LALC.</p>																							
161/40/23	<p><u>CHURCH CLOCK</u> The council asked the Church wardens to seek quotations for the repair of the lines/weights for the clock to resume working. A quotation for auto winding would be reviewed but it was noted that grant funding may have to be sought for this work due to budget constraints.</p>																							
162/40/23	<p><u>CORRESPONDENCE</u> All correspondence had been circulated to councillors including: i) LCC Budget and Council Tax feedback – by 26th January 2023 ii) NKDC Community Right to bid, Assets of Community value – the allotment holders had indicated that this was pending review. The members confirmed that they had no objections to the renewal of this application.</p>																							
163/40/23	<p><u>FINANCE</u> 1. <u>Finance Report and Bank Reconciliation January 2023</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 January 2023 were as follows:</p> <table border="1" style="margin-left: 40px;"> <tbody> <tr> <td>Treasurer's Account</td> <td style="text-align: right;">£1,038.53</td> </tr> <tr> <td>Village Hall Account</td> <td style="text-align: right;">£5,306.53</td> </tr> <tr> <td>Savings Account</td> <td style="text-align: right;">£29,708.53</td> </tr> <tr> <td>Village Hall Development Fund - Fundraising</td> <td style="text-align: right;">£15,041.56</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">£51,095.15</td> </tr> </tbody> </table> <p>2. <u>Payment of Accounts</u> The following accounts were approved for on-line payment:</p> <table border="1" style="margin-left: 40px;"> <tbody> <tr> <td>Clerk's Admin Expenses – December 2022</td> <td style="text-align: right;">£10.00</td> </tr> <tr> <td>C.B. Grounds Maintenance – December 2022</td> <td style="text-align: right;">£112.37</td> </tr> <tr> <td>M Harwood – Litter picking – December 2022</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td>Amazon Black Ink Cartridge</td> <td style="text-align: right;">£19.99</td> </tr> <tr> <td>Bank Charge (Gen Account) – 4/12-3/1/23</td> <td style="text-align: right;">£8.00</td> </tr> <tr> <td>Microsoft Software Subscription – December</td> <td style="text-align: right;">£11.28</td> </tr> </tbody> </table>	Treasurer's Account	£1,038.53	Village Hall Account	£5,306.53	Savings Account	£29,708.53	Village Hall Development Fund - Fundraising	£15,041.56	TOTAL	£51,095.15	Clerk's Admin Expenses – December 2022	£10.00	C.B. Grounds Maintenance – December 2022	£112.37	M Harwood – Litter picking – December 2022	£30.00	Amazon Black Ink Cartridge	£19.99	Bank Charge (Gen Account) – 4/12-3/1/23	£8.00	Microsoft Software Subscription – December	£11.28	
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164/41/23	<p><u>ANY OTHER URGENT BUSINESS</u> There was no other business to discuss.</p>															
165/41/23	<p><u>DATE AND TIME OF NEXT MEETING</u> The next Parish Council meeting was scheduled at 7.45 pm on Wednesday 8th February 2023. The meeting closed at 9.30pm.</p>															