

# CARLTON LE MOORLAND PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on  
Wednesday 13<sup>th</sup> November 2019 in the Carlton le Moorland Village Hall

Minute		Action
	<p>The parishioners were welcomed to the November meeting of the Parish Council.</p> <p><b><u>PUBLIC TIME</u></b></p> <p>There were no questions from the public in attendance.</p> <p><b><u>REPORT FROM CLLR. CHRIS SPRAY NKDC</u></b></p> <p>Cllr. Spray noted that his colleague Cllr. Green had forwarded a report from NKDC and this had been circulated to councillors ahead of the meeting. He also reported the additional information on the LCC Planning application for the proposed rendering plant at Norton Disney would be discussed at a planning meeting at NKDC on 8<sup>th</sup> January 2020. NKDC were consultees on this application, which they had rejected on the previous occasion. The planning appeal relating to the proposed crematorium at Thurlby would take place on 3<sup>rd</sup> December 2019.</p> <p><b>THE COUNCIL THEN MOVED INTO FORMAL SESSION</b></p>	

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13<sup>th</sup> November 2019

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112/38/19	<p><b><u>PRESENT AT THE MEETING</u></b>                      Cllrs. J. Hutchinson, R. Garland, J. Clarke, E. Surphlis, A. Sceeny, F Jacques, D. Cook and District Councillors Mary Green, Chris Spray, nine members of the public and the Clerk.</p>	
113/38/19	<p><b><u>APOLOGIES FOR ABSENCE</u></b>                      There were apologies from County Councillor M. Overton.</p>	
114/38/19	<p><b><u>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT</u></b>                      The following declarations were made: - Cllr. J. Hutchinson declared an interest at item 7 – Pond and surrounding area and item 9 – Allotments, Cllr. Clarke declared an interest at item 9 – Allotments, Cllr. Garland declared an interest at item 17.1 – Planning Application (Villa Farm), Cllr. Jacques declared an interest at item 9 - Allotments and Cllr. A. Sceeny declared an interest at items 6 – Village Hall and 9 – Allotments.</p>	
115/38/19	<p><b><u>CONSIDERATION OF ITEMS FOR DISCUSSION IN CLOSED SESSION</u></b>                      There were no items for discussion.</p>	
116/38/19	<p><b><u>TO APPROVE THE NOTES OF THE PREVIOUS MEETINGS</u></b>                      The minutes of the meeting of the Parish Council on 9<sup>th</sup> October 2019 were proposed by Cllr. Garland seconded by Cllr. Jacques, and agreed by the members to be a true record. The minutes were signed by the Chairman.</p>	
117/38/19	<p><b><u>MATTERS ARISING FROM THE MINUTES</u></b>                      Minute 102/34/19 Item i) Access to Wheatley Lane south of Clay Lane. LCC had confirmed that there was public access to this road and this would be taken up with the landowner who had installed a barrier at the entrance.</p>	
118/38/19	<p><b><u>VILLAGE HALL DEVELOPMENT AND OTHER MATTERS</u></b></p> <ul style="list-style-type: none"> <li>i) <u>Development Issues</u> <ul style="list-style-type: none"> <li>a) Final Development Matters – the Lottery had sought proposals for the use of the £47,000 underspend within the project. Suggestions to be explored were for the provision of a canopy and landscaping for the rear garden, possibly using artificial turf. A cupboard for the green room was suggested as a requirement.</li> <li>b) Building Matters – The electrical contractors would be asked to visit the hall to provide instruction on the operation of the heaters. Notices would be placed near the heaters to ask users to refrain from switching them off during the winter months. Condensation on the window of the green room would be investigated.</li> <li>c) Working Group – the terms of reference of the Working Group had been met as the development had been broadly concluded. It was the view of the majority of members that any future decisions could be made at a PC meeting.                          Young Peoples Trust – the funding that was remaining would be returned to the YPT as required by their terms of the grant.</li> </ul> </li> </ul>	<p>JC to seek quotations</p> <p style="text-align: center;">JC</p>

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118/39/19	<p><b><u>VILLAGE HALL DEVELOPMENT AND OTHER MATTERS (Continued)</u></b></p> <p>ii) <u>Other Village Hall Matters (continued)</u></p> <p>a) Equipment – the Council agreed to return the fridge in the bar area to the Lunch Group and purchase a new fridge freezer. The list of kitchen equipment was approved for purchase. The fly screen had been ordered and payment would be made at the meeting in order for this to be processed. Members agreed to purchase new Christmas decorations and store them in the hall.</p> <p>b) Film Shows in the hall – the success of the first film in October was noted and it was agreed that this would continue into 2020.</p>	
119/39/19	<p><b><u>POND AND SURROUNDING AREA</u></b></p> <p>Cllr. Hutchinson had obtained a quotation for the price of £80 for this work. It had been agreed that the contractor could access the next-door garden in order for the hedge to be cut on both sides. It was unanimously agreed for the work to go ahead.</p>	JH
120/39/19	<p><b><u>PLAYING FIELD</u></b></p> <p>i) The parts had been finally fitted to the play equipment.</p> <p>ii) The grass cutting contractor would be making repairs to the football pitch.</p> <p>iii) Hedges – Cllr. Hutchinson would contact the hedge cutting contractor regarding the hedges in the playing field.</p> <p>iv) Cllr. Hutchinson and Clarke would inspect the last grass cut of the playing field as it was not good, perhaps due to the recent wet weather.</p>	
121/39/19	<p><b><u>ALLOTMENT MATTERS</u></b></p> <p>There was nothing to report.</p>	
122/39/19	<p><b><u>HIGHWAYS AND FOOTWAYS</u></b></p> <p>LCC Councillor Marianne Overton had forwarded a list of highways work which included our parish which had been circulated. LCC Highways had been invited to a site meeting on 15<sup>th</sup> November. Cllr. Garland would collate the list of issues that were outstanding within the parish so that these could be discussed.</p>	
123/39/19	<p><b><u>GRASS CUTTING AND MOLE WORK</u></b></p> <p>i) LCC Parish Agreement Highway Verge Cutting 2020/21 The members unanimously agreed to continue with the LCC contract for 2020/21 as noted in their recent communication.</p> <p>ii) Review of Grass Cutting Contract – with budgets in mind, it was resolved to contact the current contractor to obtain a price for grass cutting in 2020.</p>	Inform LCC
124/39/19	<p><b><u>OBJECTIVES 20/21</u></b></p> <p>The list of objectives for 20/21 had been updated and circulated. The final draft was unanimously agreed by the members and was adopted. A further discussion on how this would be achieved would be scheduled for the next meeting.</p>	Agenda
125/39/19	<p><b><u>WILDLIFE CONSERVATION</u></b></p> <p>Cllr. Hutchinson had yet to meet the contact from the Wildlife Trust in order to plan the future management of the pond and surrounding area. He advised that he had sourced some free marginal vegetation plants for the pond.</p>	

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126/40/19	<p><b><u>DEFIBRILLATOR</u></b> The pads had been replaced and Cllr. Jacques would inspect the defibrillator in the coming days. It was suggested that a further training event be arranged. The footpath to the telephone box needed attention.</p>	Footpath - LCC Highways																				
128/40/19	<p><b><u>CLUSTER MEETING REPORT</u></b> The recent meeting held in the Village Hall was well attended. Speed devices had been purchased jointly by Norton Disney and Thurlby through the Road Safety Partnership. Similar provision for Carlton would be explored further by the Council</p>																					
129/40/19	<p><b><u>NEWSLETTER</u></b> Cllr. Sceny agreed to draft some content for the newsletter for circulation. Once agreed the final copy would be sent to the printers.</p>																					
130/40/19	<p><b><u>PLANNING</u></b> LCC - PL/0036 – Villa Farm, Folly Lane, Norton Disney – further information relating to the rendering plant application. The council noted that the deadline for comments was incredibly short (6/12/19) but further consideration would be made of the new information in conjunction with the comments submitted previously. Comments would be circulated, and a final response drafted and forwarded to LCC.</p>																					
131/40/19	<p><b><u>CORRESPONDENCE</u></b> i) LAS letters - the two letters regarding the planning consultation within the community and the environmental considerations had been circulated and were read at the meeting. The clerk would respond the LAS regarding possible dates when the hall could be available for a public consultation which they were requesting in support of their planning application. ii) Police Report – the police had forwarded a written report for the month and this would replace a visit from the police staff at the meeting. All correspondence received had been circulated prior to the meeting.</p>																					
132/40/19	<p><b><u>FINANCE</u></b> 1. <u>Finance Report and Bank Reconciliation November 2019</u> The Income and Expenditure Accounts had been circulated and the Finance report summary presented was accepted. The balances on the accounts at 1<sup>st</sup> November 2019 were as follows:</p> <table border="1" style="margin-left: 40px;"> <tbody> <tr> <td>Treasurer's Account</td> <td style="text-align: right;">£1,383.34</td> </tr> <tr> <td>Village Hall Account</td> <td style="text-align: right;">£7,800.38</td> </tr> <tr> <td>Village Hall Development Fund</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>Village Hall Development Treasurer's Account</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>Savings Account</td> <td style="text-align: right;">£19,499.00</td> </tr> <tr> <td>Village Hall Development Funding YPT</td> <td style="text-align: right;">£10,726.11</td> </tr> <tr> <td>Village Hall Development Funding Fundraising</td> <td style="text-align: right;">£17,752.95</td> </tr> <tr> <td>Defibrillator Fund</td> <td style="text-align: right;">£1,572.61</td> </tr> <tr> <td>Lottery Account – Village Hall Development</td> <td style="text-align: right;">£13,536.78</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>£72,271.17</b></td> </tr> </tbody> </table>	Treasurer's Account	£1,383.34	Village Hall Account	£7,800.38	Village Hall Development Fund	£0.00	Village Hall Development Treasurer's Account	£0.00	Savings Account	£19,499.00	Village Hall Development Funding YPT	£10,726.11	Village Hall Development Funding Fundraising	£17,752.95	Defibrillator Fund	£1,572.61	Lottery Account – Village Hall Development	£13,536.78	<b>TOTAL</b>	<b>£72,271.17</b>	
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132/41/19	<p><b><u>FINANCE (CONTINUED)</u></b></p> <p>2. <u>Payment of Accounts</u> The following accounts were noted for approval at the meeting: -</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <tr><td>Community Heartbeat – Defibrillator Pads</td><td style="text-align: right;">£45.00</td></tr> <tr><td>Clerk’s Admin Expenses – October 2019</td><td style="text-align: right;">£26.54</td></tr> <tr><td>C. B Grounds Maintenance – October 2019</td><td style="text-align: right;">£103.44</td></tr> <tr><td>M. Harwood Handyperson – October 2019</td><td style="text-align: right;">£30.00</td></tr> <tr><td>Amazon AVG Security for laptop</td><td style="text-align: right;">£26.37</td></tr> <tr><td>Clerk’s Salary</td><td style="text-align: right;">£280.08</td></tr> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <tr><td>Sue North – Cleaning of Hall – October</td><td style="text-align: right;">£60.00</td></tr> <tr><td>Pesthelp Ltd – Flyscreen for kitchen</td><td style="text-align: right;">£125.40</td></tr> <tr><td>Blueprint Film Foundation – second payment</td><td style="text-align: right;">£200.00</td></tr> <tr><td>ESPO – Cleaning Equipment</td><td style="text-align: right;">£50.76</td></tr> <tr><td>DAS – Vacuum Cleaner head tool</td><td style="text-align: right;">£20.00</td></tr> <tr><td>Octopus Energy–1/10-31/10/19</td><td style="text-align: right;">£148.61</td></tr> <tr><td>Wave (Anglian Water) 1/10/19</td><td style="text-align: right;">£45.00</td></tr> </table> <p>The following account relating to the Village Hall Development were approved for payment:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <tr><td>ESPO – Meeting Room Table</td><td style="text-align: right;">£276.00</td></tr> </table> <p>Cllr. Garland audited and signed the bank statements which agreed with the balances on the Finance report summary. The Finance statements and payments were proposed by Cllr. Jacques seconded by Cllr. Surphlis and agreed by all the Council.</p>	Community Heartbeat – Defibrillator Pads	£45.00	Clerk’s Admin Expenses – October 2019	£26.54	C. B Grounds Maintenance – October 2019	£103.44	M. Harwood Handyperson – October 2019	£30.00	Amazon AVG Security for laptop	£26.37	Clerk’s Salary	£280.08	Sue North – Cleaning of Hall – October	£60.00	Pesthelp Ltd – Flyscreen for kitchen	£125.40	Blueprint Film Foundation – second payment	£200.00	ESPO – Cleaning Equipment	£50.76	DAS – Vacuum Cleaner head tool	£20.00	Octopus Energy–1/10-31/10/19	£148.61	Wave (Anglian Water) 1/10/19	£45.00	ESPO – Meeting Room Table	£276.00	
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132/41/19	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p>Christmas Carols around the Tree – it was agreed on the 22<sup>nd</sup> December with the Council providing mulled wine and mince pies for the event.</p>																													
133/41/19	<p><b><u>DATE AND TIME OF THE NEXT MEETING</u></b></p> <p>The next Parish Council meeting would take place on Wednesday 11<sup>th</sup> December 2019 to be held at the Village Hall in Carlton le Moorland. The meeting closed at 9.15pm.</p>																													