

# CARLTON LE MOORLAND PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on  
Wednesday 11<sup>th</sup> September 2019 in the Carlton le Moorland Village Hall

Minute		Action
	<p>The parishioners were welcomed to the September meeting of the Parish Council. The Chairman, Cllr. Hutchinson introduced Diane Cook who had been co-opted to the vacant councillor position.</p> <p><b><u>PUBLIC TIME</u></b></p> <p>Highways verge – a resident asked if the Council would consider the removal of a crab apple tree in the verge near the Lychgate on Church Street.</p> <p><b>THE COUNCIL THEN MOVED INTO FORMAL SESSION</b></p>	

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11<sup>th</sup> September 2019

Minute		Action
82/27/19	<p><b><u>PRESENT AT THE MEETING</u></b>                      Cllrs. J. Hutchinson, J. Clarke, A. Sceeny, E. Surphlis, F Jacques, D. Cook and District Councillor Chris Spray, nine members of the public and the Clerk.</p>	
83/27/19	<p><b><u>APOLOGIES FOR ABSENCE</u></b>                      There were apologies from Cllr. R. Garlant and County Councillor M. Overton.</p>	
84/27/19	<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. Jacques declared an interest at item 9 - Allotments and Cllr. A. Sceeny declared an interest at items 6– Village Hall and item 9 – Allotments.</p>	
85/27/19	<p><b><u>CONSIDERATION OF ITEMS FOR DISCUSSION IN CLOSED SESSION</u></b>                      There were no items for discussion.</p>	
86/27/19	<p><b><u>TO APPROVE THE NOTES OF THE PREVIOUS MEETINGS</u></b>                      The minutes of the meeting of the Parish Council on 10<sup>th</sup> July 2019 were proposed by Cllr. Jacques seconded by Cllr. Clarke, and agreed by the members to be a true record. The minutes were signed by the Chairman.</p>	
87/27/19	<p><b><u>MATTERS ARISING FROM THE MINUTES</u></b>                      There were no matters arising.</p>	
88/27/19	<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) Boundary Fence – Cllr. Clarke informed the members that the Lottery had approved the funding of a new boundary fence (£1600) and this would be completed on 30<sup>th</sup> September. It was resolved that no changes would be made to the southern boundary at this time.</li> <li>b) Building Matters - The contractors had completed work in the carpark to deal with the subsidence however this was still not satisfactory and Cllr. Clarke would seek a review meeting. The problems with the gent’s toilets appeared to be resolved and the outside lights had been replaced. Further issues had been raised with the Chairman about these new lights which had been addressed in the short term.</li> </ul> </li> <li>ii) <u>Other Village Hall Matters</u> <ul style="list-style-type: none"> <li>a) Cleaning - Cllr. Hutchinson would arrange for the purchase of a new vacuum cleaner which had been agreed at previous meetings.</li> <li>b) Hiring of hall – since the hall had been opened on 1<sup>st</sup> June to 31<sup>st</sup> August there had been in 64 events/bookings with a number of new groups hiring the hall.</li> <li>c) Official Opening of the Hall Celebration – 21<sup>st</sup> September Cllr. Sceeny updated the members on the arrangements.</li> <li>d) Broadband – there had been a delay with the connection of broadband due to the time taken by Openreach to install a new pole outside the building to carry a cable.</li> <li>e) Event – it was proposed and agreed to fund £200 towards the cost of the Flix in the Stix film presentation in the hall on 26<sup>th</sup> October. The film was for children/family audience.</li> </ul> </li> </ul>	

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11<sup>th</sup> September 2019

Minute		Action
88/28/19	<p><b><u>VILLAGE HALL DEVELOPMENT AND OTHER MATTERS (Continued)</u></b></p> <p>ii) <u>Other Village Hall Matters (continued)</u></p> <p>f) Other Village Hall items for purchase – a fly screen for the kitchen door and items for the kitchen were still to be purchased from fundraising monies in reserve.</p> <p>g) Blood Donor Service – Cllr Jacques had provided information from the service about their needs when hiring/accessing premises when holding sessions. He agreed to contact them again to ask if the hall would be suitable.</p> <p>h) Flooring – the floor in one of the storage rooms had been damaged when a delivery had been made. The Council would have to fund the cost of the repair.</p>	FJ
89/28/19	<p><b><u>POND AND SURROUNDING AREA</u></b></p> <p>i) It was agreed that the boundary hedge (blackthorn) next to the Beeches would be trimmed back level with The Beech's own hedge. Cllrs. Hutchinson and Clarke would obtain quotations for this work to be done in the autumn.</p> <p>ii) Removal of fallen tree – it was proposed, seconded and approved by the members to make an ex-gratia payment of £40 to R. Casburn in respect of the work done to remove a fallen tree that was blocking the highway (Back Lane).</p>	
80/28/19	<p><b><u>PLAYING FIELD</u></b></p> <p>i) The safety inspection report had been received. It was agreed to order the parts as identified on the report from Wicksteed with fitting to be carried out locally.</p> <p>ii) It was agreed to seek advice from the grass cutting contractor about the holes in the football pitch and whether these can be filled/rolled.</p> <p>iii) Hedges–the hedges were due to be cut in the autumn/winter. The contractor would be asked to ensure that a guard was in place to avoid the spread of cuttings in the neighbouring gardens.</p>	Clerk  JC  JH
81/28/19	<p><b><u>ALLOTMENT MATTERS</u></b></p> <p>There were no allotment matters to discuss</p>	
82/28/19	<p><b><u>HIGHWAYS AND FOOTWAYS</u></b></p> <p>i) Tree Matter Hopyard Lane – there had been correspondence with LCC Highways regarding this matter and the council had informed officers that a tree (Field Maple) growing at the base of the mature Ash should be trimmed to improve visibility rather than removing both trees as had been suggested.</p> <p>ii) Bus shelter on Broughton Road – this was discussed, and it was agreed that a road mirror would be purchased to improve visibility at the junction. Cllr. Hutchinson agreed to look into this</p> <p>iii) Replacement Village Entry sign on Clay Lane – following a number of representations to LCC Highways and the County Councillor, the County Highways Manager has agreed that this sign will be replaced.</p> <p>iv) Moorland Close highways issues – It was agreed that a road mirror would be considered for the junction with Clay to be fitted on the lamppost opposite. A meeting with LCC Highways would be arranged to review speeding in this area.</p>	JH    JH

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83/29/19	<b><u>GRASS CUTTING AND MOLE WORK</u></b> There was nothing to report on this.	
84/29/19	<b><u>NKDC LITTERPICKING FUNDING</u></b> The Council agreed to apply to NKDC for funding for 2019/20 as in previous years. The clerk would write a SLA report regarding the use of the 2018/19 funding and submit this to NKDC.	
85/29/19	<b><u>WILDLIFE CONSERVATION</u></b> Cllr. Hutchinson informed the meeting of the areas where wildlife could be nurtured – including the marginal vegetation at the pond and creating a wildflower meadow at the Sands during the coming months. Jennie Milan at Stapleford would be contacted to seek further information on their project. A reply from the Lincs Wildlife Trust is awaited.	
86/29/19	<b><u>LINCOLNSHIRE AGRICULTURAL SOCIETY – CORNER HOUSE FARM</u></b> Some of the members had met with representatives of the LAS to discuss environmental issues. This meeting then led to a presentation of plans for the farmyard. The clerk read the statement summarising the position of the farm as the land had been let to a farmer from Brant Broughton. He had no requirement for the farmyard, so the LAS were pressing ahead with development of the site. A plan for 16 homes was presented which, it was suggested, included affordable homes. The Council had declined to offer any comments until it had been discussed at the next Parish Council meeting. The number of homes for the site was questioned, however it was agreed that the comments to be forwarded to the LAS were as follows: i) it would not support an application for development where there was an access onto the Bassingham Road. ii) it would require that the only access would be from the Broughton Road, with improvements made to the visibility splays and the provision of a more suitable bus shelter. iii) it would require the paddock to remain undeveloped in the future as stipulated by the late Miss Trafford in her will. iv) it would require 25% affordable homes on any development and with that a clear definition of ‘affordable’ v) that all houses be sympathetic to the surrounding buildings, including the farm house.	
87/29/19	<b><u>PLANNING</u></b> 19/1136/FUL – 14 Sands Lane – demolish house & garage and erection of new dwelling and integral garage. The Council commented that the design of the house should be in-keeping with the other neighbouring properties. They questioned the logic of the application to demolish the property, which is in good condition, when extensions had already been approved. 19/1122/HOUS – 7 Moorland Close – single storey rear extension – no comments from the Council.	
88/29/19	<b><u>CORRESPONDENCE</u></b> i) Letter from LCC Highways regarding the potential changes to the contracts for highways maintenance ii) PKF Littlejohn the External Auditors had notified that the 18/19 audit had been concluded. There was a ‘matters report’ which related to the completion of the AGAR form and referred to an issue dealt with in the 17/18 accounts.	

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11<sup>th</sup> September 2019

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89/30/19	<p><b><u>FINANCE</u></b></p> <p>1. <u>Finance Report and Bank Reconciliation September 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> September 2019 were as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <tr><td>Treasurer's Account</td><td style="text-align: right;">£1,315.07</td></tr> <tr><td>Village Hall Account</td><td style="text-align: right;">£6,867.74</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;">£20,945.60</td></tr> <tr><td>Village Hall Development Funding YPT</td><td style="text-align: right;">£10,874.51</td></tr> <tr><td>Village Hall Development Funding Fundraising</td><td style="text-align: right;">£18,132.07</td></tr> <tr><td>Defibrillator Fund</td><td style="text-align: right;">£1,617.61</td></tr> <tr><td>Lottery Account – Village Hall Development</td><td style="text-align: right;">£1.00</td></tr> <tr><td><b>TOTAL</b></td><td style="text-align: right;"><b>£59,753.60</b></td></tr> </table> <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: 10px 0;"> <tr><td>Clerk's Admin Expenses – August 2019</td><td style="text-align: right;">£17.32</td></tr> <tr><td>HMRC – Employers Costs – 1.4.19 to 30.6.19</td><td style="text-align: right;">£12.41</td></tr> <tr><td>HMRC – Employers Costs – 1.7.19 to 31.9.19</td><td style="text-align: right;">£12.60</td></tr> <tr><td>C. B Grounds Maintenance – July &amp; August 2019</td><td style="text-align: right;">£206.88</td></tr> <tr><td>M. Harwood Handyman &amp; Equip – August</td><td style="text-align: right;">£30.00</td></tr> <tr><td>Wicksteed – Annual Playground Inspection</td><td style="text-align: right;">£90.00</td></tr> <tr><td>Cartridge People – Black Ink for printer</td><td style="text-align: right;">£22.98</td></tr> <tr><td>PKF Littlejohn - External Audit</td><td style="text-align: right;">£960.00</td></tr> <tr><td>Clerk's Salary</td><td style="text-align: right;">£280.08</td></tr> <tr><td>Harveys Window Clean at Village Hall</td><td style="text-align: right;">£45.00</td></tr> <tr><td>Sue North – Cleaning of Hall – July</td><td style="text-align: right;">£100.00</td></tr> <tr><td>LE &amp; J Maguire – Return of hire deposit</td><td style="text-align: right;">£100.00</td></tr> <tr><td>Pott Morton Printers – leaflets/posters</td><td style="text-align: right;">£30.00</td></tr> <tr><td>Asda – opening event refreshments</td><td style="text-align: right;">£54.00</td></tr> <tr><td>Boyes – Village Hall Diary</td><td style="text-align: right;">£1.49</td></tr> <tr><td>Sue North – Cleaning of Hall – August</td><td style="text-align: right;">£80.00</td></tr> <tr><td>Octopus Energy– 1/8-31/8/1999</td><td style="text-align: right;">£71.99</td></tr> <tr><td>Wave (Anglian Water) 1/9/19</td><td style="text-align: right;">£45</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: 10px 0;"> <tr><td>ESPO – Meeting Room Tables</td><td style="text-align: right;">£588.00</td></tr> </table> <p>Cllr. Clarke 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>	Treasurer's Account	£1,315.07	Village Hall Account	£6,867.74	Village Hall Development Fund	£0.00	Village Hall Development Treasurer's Account	£0.00	Savings Account	£20,945.60	Village Hall Development Funding YPT	£10,874.51	Village Hall Development Funding Fundraising	£18,132.07	Defibrillator Fund	£1,617.61	Lottery Account – Village Hall Development	£1.00	<b>TOTAL</b>	<b>£59,753.60</b>	Clerk's Admin Expenses – August 2019	£17.32	HMRC – Employers Costs – 1.4.19 to 30.6.19	£12.41	HMRC – Employers Costs – 1.7.19 to 31.9.19	£12.60	C. B Grounds Maintenance – July & August 2019	£206.88	M. Harwood Handyman & Equip – August	£30.00	Wicksteed – Annual Playground Inspection	£90.00	Cartridge People – Black Ink for printer	£22.98	PKF Littlejohn - External Audit	£960.00	Clerk's Salary	£280.08	Harveys Window Clean at Village Hall	£45.00	Sue North – Cleaning of Hall – July	£100.00	LE & J Maguire – Return of hire deposit	£100.00	Pott Morton Printers – leaflets/posters	£30.00	Asda – opening event refreshments	£54.00	Boyes – Village Hall Diary	£1.49	Sue North – Cleaning of Hall – August	£80.00	Octopus Energy– 1/8-31/8/1999	£71.99	Wave (Anglian Water) 1/9/19	£45	ESPO – Meeting Room Tables	£588.00	
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11<sup>th</sup> September 2019

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90/31/19	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p>i) Cluster meeting – Cllr. Sceeny reminded members that the next Cluster meeting would be held in Carlton le Moorland Village Hall on 14<sup>th</sup> October.</p> <p>ii) Objectives – this would be added to the next agenda</p> <p>iii) Defibrillator – it had been reported that the responsibility for the defibrillator should pass to the Parish Council. Further information would be sought by Cllr. Jacques.</p>	Agenda FJ
91/31/19	<p><b><u>DATE AND TIME OF THE NEXT MEETING</u></b></p> <p>The next Parish Council meeting would take place on Wednesday 9th October 2019 to be held at the Village Hall in Carlton Le Moorland.</p> <p>The meeting closed at 9.30pm.</p>	