

# **CARLTON LE MOORLAND PARISH COUNCIL**

## **Minutes of the Parish Council Meeting held on Wednesday 14<sup>th</sup> May 2025 in Carlton le Moorland Village Hall**

<b>Minute</b>		<b>Action</b>
<b>19/06/25</b>	<p>Chairman Councillor Ewan Marland welcomed all in attendance to May's Annual General Meeting of the Parish Council.</p> <p><b><u>ELECTION TO COUNCIL POSITIONS</u></b></p> <p>1.1 <u>Election of Chairman</u> - Cllr. E. Marland was nominated by Cllr M. Waring and Cllr. M. Frost and agreed to act as Chairman for the forthcoming year.</p> <p>1.2 <u>Election of Vice -Chairman</u> - Cllr. R. Garland was nominated by Cllr. E. Marland and Cllr. F. Jacques and agreed to act as Vice-Chairman for the forthcoming year.</p> <p>1.3 <u>Councillor Area of Responsibility</u> Councillors agreed their areas of responsibility.</p> <p><b>THE COUNCIL THEN MOVED INTO PUBLIC SESSION</b></p> <p><b><u>Report from LCC County Councillor</u></b> County Councillor Marianne Overton had forwarded her monthly newsletter.</p> <p><b><u>Questions from Residents</u></b> There were no questions.</p> <p><b>THE MEETING WENT INTO FORMAL SESSION</b></p>	

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**14<sup>th</sup> May 2025**

<b>Minute</b>		<b>Action</b>
<b>20/07/25</b>	<b><u>PRESENT AT THE MEETING</u></b> Cllrs E. Marland (Chairman), A. Sceeny, M. Waring, F. Jacques, J. Hutchinson, M. Frost, R. Garland, one member of the public and the clerk.	
<b>21/07/25</b>	<b><u>APOLOGIES FOR ABSENCE</u></b> There were no apologies.	
<b>22/07/25</b>	<b><u>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT</u></b> Cllr. Waring declared an interest at item 9 – Playing Field, Cllr. Frost declared an interest at item 10 – Allotments, Cllr. Sceeny declared an interest at item 7 – Village Hall, item 10 – Allotments and item 16 Correspondence, Cllr Jacques declared an interest at item 7 – Village Hall, 8 – Pond, 9 – Playing Field, 10 - Allotments and 12 Grass Cutting and Cllr. Hutchinson declared an interest at item 8 – Pond and item 10 – Allotments.	
<b>23/07/25</b>	<b><u>CONSIDERATION OF ITEMS TO BE DISCUSSED IN CLOSED SESSION</u></b> There were no items to discuss in closed session.	
<b>24/07/25</b>	<b><u>TO APPROVE THE NOTES OF THE PREVIOUS MEETING</u></b> The minutes of the last Parish Council meeting held on 9 <sup>th</sup> April 2025 were proposed by Cllr. Hutchinson, seconded by Cllr. Waring and agreed by all members to be a true record. The notes of the Annual Parish meeting held on 9 <sup>th</sup> April 2025 were reviewed and approved for accuracy only.	
<b>25/07/25</b>	<b><u>MATTERS ARISING FROM THE MINUTES</u></b> There were no matters arising.	
<b>26/07/25</b>	<b><u>VILLAGE HALL</u></b> <b><u>i)Painting of Hall</u></b> The decorating had been completed and within 2 days there was damage to the hall. The hirer had accepted the damaged and a small charge had been made accordingly. <b><u>ii)Maintenance Issues</u></b> <ul style="list-style-type: none"> <li>- Outside tap, hose and sprayer. Cllr Jacques had received two quotations for the installation of the outside tap and it was agreed to accept the price of £90. Cllr Jacques would identify best prices for hose and sprayer and it was agreed by members to purchase these items.</li> <li>- An extension lead and rubber cable mat strips would be purchased.</li> <li>- Entrance Hall light – the light had been flickering intermittently and it was agreed to monitor this with a view to repair.</li> </ul> <b><u>iii)Other Matters</u></b> Following feedback with regards to automatic front door entry, on further research this was found to be too expensive. A wireless doorbell may be considered for users to ring/call for assistance to access the hall.	
<b>27/07/25</b>	<b><u>POND AND SURROUNDING AREA IN SANDS LANE</u></b> Cllr. Jacques gave a report on the pond. It was proposed by Cllr. Frost, seconded by Cllr. Waring and approved by the members to purchase a telescopic ladder to assist with lopping of overhanging branches and other work when required.	

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<b>28/08/25</b>	<p><b><u>PLAYING FIELD</u></b></p> <ul style="list-style-type: none"> <li>a) A working party had removed the zip wire and completed other tasks at the playing field. Cllr Frost would help with removal of the old steelwork.</li> <li>b) Lost Village Festival – funding of £2,500 had been received to support the purchase of a replacement zip wire. The Council agreed that as there was a shortfall in funding, a further grant application would be applied for to secure funding for both the zip wire and under 5's equipment.</li> <li>c) Other matters discussed:- <ul style="list-style-type: none"> <li>i) Grass cutting – the grass was shorter on the playing field which was welcome. The volunteer group would strim the long grass around the equipment and boundary.</li> <li>ii) Commemorative seat – the seat had been delivered and was awaiting installation. It was agreed to purchase postcrete and to install the seat on the Norton Disney Road boundary. A plaque would be ordered.</li> <li>iii) Playing field gates – the clerk had sought 3 quotes and two companies had responded. It was agreed to contact Countryside gates to ask for a site inspection to ensure the proposed gate was suitable.</li> </ul> </li> </ul>	
<b>29/08/25</b>	<p><b><u>ALLOTMENTS</u></b></p> <ul style="list-style-type: none"> <li>a) Vacant allotments - All allotments in Sands Lane had been let now apart from allotment 5e (half plot). The clerk explained despite contacting a person on the waiting list in March and twice in April about vacant plots and further information, they had not responded and so the members decided that an interested resident could become tenant of plot 8 Wheatley Lane.</li> <li>b) Renewal of Tenancies – all but one tenant (plot 9) had renewed their tenancies. It was agreed that notice would be served if the rent was not received.</li> <li>c) Trees – all trees were monitored, and a number were in a poor state with overhanging boughs. It was agreed to arrange a site meeting to look at trees affected with a view to further action if required.</li> </ul>	Clerk to arrange
<b>30/08/25</b>	<p><b><u>HIGHWAYS AND FOOTWAYS</u></b></p> <p>It was agreed to rotate the SID to face the opposite direction in its current location on Sands Lane.</p>	
<b>31/08/25</b>	<p><b><u>GRASS CUTTING AND MOLE WORK</u></b></p> <p>The grass was improved on the playing field with shorter cutting. The volunteers would strim around the equipment and fence.</p>	
<b>32/08/25</b>	<p><b><u>DOMAIN NAME/EMAIL CHANGE (.gov.uk)</u></b></p> <p>It was proposed by Cllr. Garland, seconded by Cllr. Jacques and approved by the council to move to a new domain and e-mail as recommended by LALC. The clerk would look into this further.</p>	
<b>33/08/25</b>	<p><b><u>PLANNING</u></b></p> <p>There were no planning matters to discuss.</p>	
<b>34/08/25</b>	<p><b><u>NEWSLETTER</u></b></p> <p>The newsletter would be prepared including information including the commemorative tree and new bench.</p>	

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35/09/25	<p><b><u>CORRESPONDENCE</u></b></p> <p>i) NKDC Feedback – a photograph of the commemorative tree would be forwarded to NKDC Partnerships team.</p> <p>ii)Bassingham Bowls – request to loan the indoor bowls.</p> <p>The Council discussed the message from the Bowls Club to loan the indoor bowls for sessions outdoors with school children/scouts. The Council voted to decline the request after careful consideration as they wanted to guard against the potential damage of Village Hall equipment.</p> <p>iii)Springwell Solar Farm Project – Cllr Marland agreed to prepare a response to the request for comments based on the previous submission. The clerk would then submit the council's comments to the relevant site.</p> <p>iv) Cluster meeting – the next meeting is to be held on 10<sup>th</sup> June and the guest speaker will be the Chief Executive of NKDC.</p> <p>All correspondence had been circulated to members prior to the meeting.</p>	Clerk to respond to Bassingham Bowls																								
36/09/25	<p><b><u>FINANCE</u></b></p> <p>1. <u>Audit of Accounts 2024-25</u></p> <p>a) <u>Internal Auditors Report</u></p> <p>The Internal Auditor John Shaw had completed the internal audit process for 2024-25 and presented his report which was circulated. The council thanked Mr Shaw for completing the audit and agreed to purchase a small gift.</p> <p>b) <u>Annual Governance Statement 2024-25</u></p> <p>It was proposed by Cllr. Garland, seconded by Cllr. Frost and agreed by the Council to accept this statement.</p> <p>c) <u>Accounting Statements 2024-25</u></p> <p>It was proposed by Cllr. Garland, seconded by Cllr. Waring and agreed by the Council to accept this statement.</p> <p>2. <u>Finance Report and Bank Reconciliation May 2025</u></p> <p>The Income and Expenditure Accounts had been circulated and the Finance report summary presented was accepted.</p> <p>The balances on the accounts as of 1<sup>st</sup> May 2025 were as follows:</p> <table><tr><td>Treasurer's Account</td><td>£1,375.01</td></tr><tr><td>Village Hall Account</td><td>£11,471.29</td></tr><tr><td>Savings Account</td><td>£49,039.48</td></tr><tr><td>Village Hall Development Fund – Fundraising</td><td>£9,581.37</td></tr><tr><td>TOTAL</td><td>£71,467.15</td></tr></table> <p>3. <u>Payment of Accounts</u></p> <p>The following accounts were approved for on-line payment during May:</p> <table><tr><td>Clerk's Admin Expenses – April 2025</td><td>£10.00</td></tr><tr><td>CB Grounds Maintenance-Grass Cutting April 2025</td><td>£115.00</td></tr><tr><td>M. Harwood-Litter picking &amp; Handyperson April 2025</td><td>£40.00</td></tr><tr><td>Clear Councils Parish Insurance</td><td>£960.68</td></tr><tr><td>F. Jacques - Plants for Planters on Sands</td><td>£7.96</td></tr><tr><td>Marmax Products – Traditional Bench</td><td>£568.80</td></tr><tr><td>Bank charges 4/4-3/5/25</td><td>£8.00</td></tr></table>	Treasurer's Account	£1,375.01	Village Hall Account	£11,471.29	Savings Account	£49,039.48	Village Hall Development Fund – Fundraising	£9,581.37	TOTAL	£71,467.15	Clerk's Admin Expenses – April 2025	£10.00	CB Grounds Maintenance-Grass Cutting April 2025	£115.00	M. Harwood-Litter picking & Handyperson April 2025	£40.00	Clear Councils Parish Insurance	£960.68	F. Jacques - Plants for Planters on Sands	£7.96	Marmax Products – Traditional Bench	£568.80	Bank charges 4/4-3/5/25	£8.00	
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27/10/25	<b><u>ANY OTHER BUSINESS</u></b> There was no further business.																					
28/10/25	<b><u>DATE AND TIME OF NEXT MEETING</u></b> The next Parish Council meeting of the Parish Council would be held on Wednesday 11 <sup>th</sup> June 2025. The meeting closed at 9.10pm.																					