

Carlton Parish Council

FOR THE ATTENTION OF THE PARISH

You are hereby invited to attend the **Meeting of the Council on Tuesday 25th January 2022 to commence at 7pm**, to be held at **Carlton Methodist Church**

COVID-19 Restrictions

Whilst it is not compulsory it is advisable in indoor settings to wear a face covering in crowded and enclosed spaces where you may come into contact with other people you do not normally meet.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press may attend the meeting.

Helen Phillips

Clerk to Carlton Parish Council

Agenda

133. To receive apologies and to consider the reasons for absence

134. Declarations of Interest

To receive disclosures of personal and disclosable pecuniary interests from Councillors on matters to be considered at the meeting.

135. Questions from the Public

To receive questions from members of the public.

136. To receive the Chairman's Report

To receive the Chairman's report on meetings attended since the meeting held on 30th November 2021

137. Minutes of the Extraordinary Council Meetings

To consider the minutes of the Extraordinary meeting held on 7th December 2021(pages 4-6)

138. Minutes of the Parish Council Meeting

To consider the minutes of the Parish Council Meeting, held on 30th November 2021 (pages 6-10)

139. Minutes of the Finance Committee Meeting

To consider the minutes of the Finance Committee meeting held on 11th January 2022 (pages 11-12)

Recommendation to Council: That

- i the Reserves Policy reviewed by the Finance Committee, be adopted, providing no further amendments are suggested.
- ii the Council approve the bank statements, reconciliation, and budget monitoring reports up to 31st December 2021

140. Finance Matters

140.1 To receive the bank statements and reconciliation up to 31st December 2021

140.2 To receive the Income and Expenditure report and Budget Monitoring report for information.

140.3 To consider approval of the list of payments outstanding and those made by the clerk under delegated authority

Invoices to be approved at January 2022 meeting						
Invoice Date	Customer Inv. No.	Payee	Payment Detail	Date Paid	Amount Due/ Paid	Payment Method (Incl. Cheque No.)
29/11/2021	2120	TA Leek & Sons	Grass Verge Cutting		£555.60	TO PAY
07/01/2022	n/a	Carlton Methodist Church	Room Rental		£20.00	TO PAY
25/11/2021	n/a	H Phillips	Oct/Nov Salary	25/11/2021	£831.38	BACS
25/11/2021	8010360	Viking Direct	Print cartridges & paper	25/11/2021	£55.72	Card
01/12/2021	ZA306358	ICO	Freedom of Information Certificatation	01/12/2021	£40.00	BACS
01/12/2021	n/a	Carlton Methodist Church	Room Rental	10/12/2021	£70.00	BACS
11/12/2021	INV122435276	Zoom Video	Monthly Subscription	11/12/2021	£14.39	Transfer
16/12/2021	M7-9	HMRC	P32- clerk	21/12/2021	£67.65	BACS
17/12/2021	978-2122	YLCA	Exclusive Rights of Burial Webinar-clerk	24/12/2021	£22.50	BACS
25/12/2021	n/a	H Phillips	Dec Salary	23/12/2021	£864.45	BACS
13/12/2021	701211213	Business Stream	Cemetery Water	04/01/2022	£20.40	BACS
27/12/2021	7706	Autela Payroll Services	Payroll	04/01/2022	£89.88	BACS

141. Council Insurance Policy

To consider the council's insurance policy to ensure all assets are covered within the present policy.

142. Correspondence Received

To consider the Carlton Towers Woodland Management Plan

143. Planning Matters

143.1 To receive the planning decisions received.

Planning Decisions

- 2021/1028/FUL Retention of 2x Prefab. Classrooms for Carlton-in-Snail Cp School, Townend Ave, Carlton **GRANTED**
- 2021/1018/FUL Proposed single storey dwelling & attached store on land adjacent to Elmstone House, Low Street **GRANTED**
- 2020/0719/FUL Bund for Coates Hall Lodge **GRANTED**
- 2021/0356/FUL Proposed erection of detached Dorma bungalow **GRANTED**

143.2 To consider the Planning Committee Terms of Reference for adoption

144. Clerk's Report for Ongoing Matters

To consider the clerk's report on matters dealt with along with an update on actions.

145. Parish Matters

To receive any parish matters from councillors.

146. Parish Street Lighting

To receive an update on the costs, implementation, and plan of the next scheduled phase of streetlight renewal, and individual item repairs.

147. Cemetery Matters

To consider the memorial testing process, costs and recommendations from the Funeral Director and Memorial Mason.
(Deferred from 30th November 2021, agenda item 128)

148. To consider excluding the press and Public Bodies (Admission to Meetings) Act 1960 for the following items.

149. Groundworks Quotes

To consider the quotes received for the groundworks contract.

150. Village Community Infrastructure Levy (CIL) Monies

To consider the distribution of the receipted CIL monies for Carlton Cricket Club and Carlton Village Hall

- Carlton Cricket Club - £71,731.92 – to be used for improvements at the Cricket club*
- Carlton Village Hall - £26,183.00 – to be used for improvements at the Village Hall*

*Please note this must not include any maintenance costs.

151. Date of Future Meetings

151.1 Financial Committee: Tuesday 8th February 2022 at 7.30pm. Venue: Carlton Methodist Church

151.2 Parish Council: Tuesday 22nd February 2022 at 7pm. Venue: Methodist Church

151.3 Allotments Working Group: to be confirmed

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