

Carlton Parish Council

Minutes for the Parish Council meeting held on 28th June 2022 at Carlton Methodist Church.

Present: Cllrs Bell, Clayton, Deller, Holmes, Lowes, Mann, Quinn and Taylor.

In attendance: the clerk and two members of the public.

18. Apologies for Absence

Apologies and reasons for absence were received from Cllr Land.

Resolved: That the apologies and reason for absence received from Cllr Land be approved.

19. Declarations of Interest

Declarations of personal and disclosable pecuniary interests from councillors on matters to be considered at the meeting were received from Cllrs Bell, Lowes and Mann relating to agenda item 25.2

Resolved: That the declarations of personal and disclosable pecuniary interests received from Cllrs Bell, Lowes and Mann be noted.

20. Local Councillor's Report

The council received the report of the attending SDC councillor, points to note below.

The Cllr's local budget of £10,000.00 is now available on application to local groups, with a further £6,000.00 being available through Cllr C Richardson. Applicants would be required to contribute to the overall project cost.

A new outline planning application is to be processed by Helios, for an extensive solar farm project around the Carlton, Camblesforth and West Bank area. Cllr Jordan is to meet shortly with a representative of the company as a fact finding exercise.

A question was raised from a parish councillor regarding the missing drain covers in the Broadacres area. Cllr Jordan was not able to update further at that point on the progress of the solution.

Resolved: That the local councillor's report be noted.

21. Questions from the Public

No questions were raised from members of the public.

22. Chair's Report

The council received a verbal update from the Chair since the last meeting. He had not attended any meetings however, the Chair noted that the memorial testing had been completed within the set timeframe and thanked all who carried out the testing.

The Chair had logged the issues of overgrown vegetation and soil residue in the roadsides and gulley's around the parish, on the NYCC website.

The Chair wished to note the success of the Platinum Jubilee events and celebrations held in the parish and thanked all who assisted in organising and contributing to those events.

Resolved: That the chair's report be noted.

23. Minutes of the Annual Meeting of the Parish

To consider the minutes of the Annual Meeting of the Parish held on 17th May 2022.

Resolved: That the minutes be deferred for consideration at the next Annual Meeting of the Parish in 2023.

24. Minutes of the Annual Meeting of the Council

To consider the minutes of the Annual Meeting of the Council held on 17th May 2022.

Resolved: That the minutes of the Annual Meeting of the Council be deferred for consideration until 26th July 2022 meeting.

25. Minutes of the Planning Committee

- 25.1 The council considered the minutes of the Planning Committee held on 7th June 2022.

Resolved: That the minutes of the Planning Committee meeting held on 7th June 2022 be approved.

- 25.2 The council considered the planning applications and planning decisions received since 17th May 2022.

25.2.1 Applications

25.2.1.1 **2022/0399/OUTM Hallam Land Management Ltd. Mill Lane, Carlton:** outline application for c. 150 residential dwellings. (see 25.1)

Resolved: That a response to the application had previously been issued to SDC Planning from the parish council.

25.2.1.2 **2022/0399/OUTM Caddick Development. Land east of Station Road, Carlton:** EIA screening assessment for proposed residential development.

Resolved: That the application 2022/0399/OUTM for Caddick Development be considered at the next council meeting on 26th July 2022 when representatives will present to council.

25.2.2 Decisions

25.2.2.1 **2022/0485/TELB Open Reach - 12 The Pastures, Carlton:** Install 2x 10m medium wooden pole – Not Required.

25.2.2.2 **2022/0170/HPA Ridley House, High Street, Carlton:** Infill to front porch – Permitted.

25.2.2.3 **2022/0181/HPA Coates Hall Lodge, Hirst Road, Carlton:** single storey extension to conservatory – Permitted.

25.2.2.4 2022/0400/S73 Pear Tree Farm, Low Street, Carlton: variation to original plans of approval 2018/0741/FUL for proposed demolition of existing single storey building at entrance to site, and erection of 3x two storey residential dwelling houses with detached garages – Permitted.

Resolved: That the planning decisions be noted.

26. Finance Matters

- 26.1 To consider the Cash Book, Bank Statements, Budget Monitoring, and Bank Reconciliation reports for 1st April to 31st May 2022

The council considered the report of the clerk and spreadsheet showing the cashbook, budget monitoring and income and expenditure accounts. The bank statement and reconciliation were also received.

Resolved: That the Cash Book, Bank Statements, Reconciliation, and Budget Monitoring reports be considered at the Finance Committee meeting to be held on 15th July 2022.

- 26.2 The council considered approval of payments outstanding and those made by the clerk under delegated authority.

Invoice Date	Customer Inv. No.	Payee	Payment Detail	Date Paid	Amount Paid	Payment Method (Incl. Cheque No.)
16/02-16/5/22	1146873	Business Stream	Cemetery water services	16/06/2022	5.52	BACS
19/05/2022	INV1033279	Narkedesign	Website hosting	16/06/2022	150.00	BACS
24/05/2022	GB238217XAEUI	Amazon EU	Banding machine for mem testing	24/05/2022	75.99	Card
20/06/2022	CCC194832 + CCC194862	BATA	40 x wooden stakes for mem testing - includes refund for 30 x stakes returned unused	20/06/2022	88.80 with 66.60 refund (cost £22.20)	Card
21/06/2022	o/n XWW037543147	Tool Station	Roughneck Fencing Pins (Mem Testing)	21/06/2022	34.98	Card
06/05/2022	n/a	DR Everattt	Adhoc works in cemetery- soil dispersal & seeding		231.60	
15/05/2022	INV-0535	TA Leek & Sons	Grass Verge Cutting		523.50	
23/05/2022	230004008	NYCC	Streetlight Maintenance		619.26	
25/05/2022	n/a	DR Everattt	2/12 invoices for groundwork contract		350.00	
25/05/2022	n/a	DR Everattt	Adhoc works in cemetery- removal of overgrown bush plus 1x hr hand-weeding		50.40	

Resolved: That

- i) the payments outstanding and those made by the clerk under delegated authority be approved, noting that salary, pensions and HMRC payments to be included on the monthly authorisation sheet in the future for all council meetings; and
- ii) the second bank account be allocated to the items included in the reserves policy.

- 26.3 The council considered authorisation of the clerk's hours worked within the May/June 2022 period. The additional hours of 21.25 were considered.

Resolved: That the clerks hours worked within the period for May/June 2022 be approved and the additional hours of 21.25 be paid in the salary payment.

27. Parish Matters

The council received the following parish matters from councillors.

- 27.1 A member of the public contacted a councillor to inform the council of a missing flower holder from their family grave plot in the cemetery.

Resolved: That the councillor is to request that the member of public checks the vicinity of the plot and if required report to the Police. The clerk is to ask the groundworks contractor if he is aware of any issues regarding the plot.

- 27.2 A member of the public had contacted a councillor to query the corrective actions of the memorial testing. The clerk is in the process of gathering the contact details of family members whose plots were affected by corrective actions from the testing process.

Resolved: That a letter will be issued to those affected to explain in more detail the process involved and their requirements.

- 27.3 A member of the public had contacted a councillor about altering their family grave plot area.

Resolved: That the member of the public is to be requested to contact the clerk to give more detail on their request.

- 27.4 A councillor queried the status of allotment plots as some were viewed as being overgrown and in need of attention.

Resolved: That the clerk is to contact the allotment tenants to alert them of the concerns.

- 27.5 A councillor raised concerns regarding overgrown vegetation at a property on the Broadacres estate.

Resolved: That the councillor was requested to report the issue via the NYCC website.

- 27.6 A councillor raised concerns regarding the lack of action to correct/improve the bollard section of Station Road, Carlton, adjacent to the Harron Homes development.

Resolved: That the clerk is to contact NYCC Chief Executive to request urgent action.

- 27.7 A councillor noted the recent run of break-ins and crimes throughout the parish. A discussion was held relating to more extensive CCTV coverage and making sure that residents raise the issues with the Police. It was agreed that no further action be taken with regards extending the parish CCTV system. It was suggested that the council could put a statement on the website asking residents to report incidents to the police and to be vigilant.

Resolved: That the council's website should be updated to request vigilance within the Parish and report incidents to the Police.

28. Parish Waste Bins

The council considered the requirement of additional waste bins for the Parish.

Resolved: That

The clerk contact Selby District Council to request information of existing serviced waste bins throughout the parish and update council at the next council meeting.

29. Clerk's Report

The council received the clerk's report and updates, along with recommendations on matters dealt with since the last meeting on 17th May 2022.

It was previously reported that the seating area in the Golden Garden requires some refurbishment; the roof needs repainting, and the guttering and drainage requires attention/ improvement. The work is scheduled for w/c 22nd August 2022.

The new noticeboard for the Golden Garden is expected to be delivered within the next 4 weeks. There has been a delay in production as they have been waiting for a component to be fabricated.

It has been reported that weeds are starting to grow through the new tarmac paths in the cemetery

Resolved: That

- i) The clerk's report and updates be noted;**
- ii) The quote received for the refurbishment of the Golden Garden seating unit be approved at a cost of £490, and the contractor, Mr M. Mason be appointed; funds to be taken from the council's reserves;**
- iii) The clerk write to a deed holder of a cemetery plot to request that the shrubbery is cutback; and**
- iv) The Cemetery Working Group assess the weeds that are coming through the new tarmac footpaths in the cemetery grounds and feedback to council remedial actions and suggestions.**

30. Training

The council received an update on training requests processed by the clerk under delegated power, and training completed by councillors.

Cllr Quinn had attended the two part training sessions on 'Chairing Skills' and Cllr Holmes is to attend the 'Basic Understanding of the Planning System' course.

Resolved: That the update be noted.

31. Date Future Meetings

Meeting to be held at Carlton Methodist Church (School Room)

- 31.1 Staffing and Recruitment Committee: Thursday, 14th July 2022 at 7.00pm.
- 31.2 Finance Committee: Friday 15th July 2022 at 6.30pm.
- 31.3 Allotment Working Group: Monday 25th July 2022 at 11am. (at the allotments)
- 31.4 Parish Council: Tuesday 26th July 2022 at 7.30pm.
- 31.5 Cemetery Working Group: Wednesday 14th September 2022 at 7.30pm.

