

Item 64

Carlton Parish Council

To: Carlton Parish Council

From: Clerk to Carlton Parish Council

Date: 21st September 2022

Clerk's Report on Matters since the Parish Council meeting held on 26th July 2022

1. Cemetery

- i) There have been two interments within the cemetery in September 2022, raising expected income of £655.00
- ii) The letter was sent to the family member of the grave plot which has vegetation in need of removal. I am awaiting a response, providing the contact detail is still relevant.
- iii) A request for a new kerb-set memorial has been received. This was issued to all councillors by email on 7th September 2022.
- iv) The database has been completed as much as possible within the approved bounds to provide a usable working document. As discussed previously the database is a working document and can be added to on an ad-hoc basis, time permitting.
- v) The post memorial testing notifications for the red rated memorials have not been issued by post as the data for the plot owners was either unavailable or out of date due to the owner/s being interred. The alternative was to attach a notice to the memorials in question in hope that the visiting families take the desired action. Three have been corrected already, one may be dubious, as when I checked it the stake and band has been removed, but the headstone is still slightly unsteady, making it within the Amber test range. I will pursue this with the family and monumental mason.
The yellow rated tested memorials have been raised with the family members where possible. Again, as above the data is not available or incorrect. I will use the electoral role to pursue this further.
- iv) The large memorial at the front right of the cemetery with the pyramid topper is to be reset by a memorial mason at a cost of £150.00 as approved by the Finance Committee on 16th August 2022.

2. Local Issues, News and Updates

2.1 Wreaths for the passing of Queen Elizabeth II

Two wreaths were purchased, one which has been placed in Selby Abbey and one placed at the Golden Garden, Carlton. The cost was £60.00 each.

2.2 Public Right of Way Signage

A member of the public has raised an issue with lack of signage, North of Low Street. Highways have been contacted regarding this and am awaiting a response from the appropriate team.

2.3 Golden Garden

- i) The annual service of the CCTV was completed on 23rd September by Ryther Alarms, at a cost of £456.00, which is £56.00 over budget.

An upgrade to the software was completed and a mini training session, as the company were confident that the system is one of the best and can be utilised well for it's intended purpose. Ryther Alarms can and will liaise with the Authorities if required to do so to scrutinise footage as no additional cost.

- ii) The bandstand seating unit has been refurbished wonderfully and is looking resplendent apart from the unfortunate missing lattice-work section. The original supplier has been contacted and is looking at their records. Although they supplied the unit they out-sourced the lattice-work section, so need to contact their supplier.

3. **Allotments**

- 3.1 An existing tenant has decided to relinquish their quarter plot. The next person on the waiting list has been contacted but no response so will move on to the second person on the waiting list.

- 3.2 Boundary Fencing - Allotments/ Harron Homes Development.

Although I received no response to my email yet, Harron Homes have completed, as requested, the erection of a wooden fence between the allotment area and their development. This mirrors the existing fencing at the Shire Green development side.

4. **Internal Auditor**

I have had notification that the presently engaged internal auditor will not be available any longer as she is drastically reducing workload/ retiring.

5. **Convent Walk Lighting**

The solar lighting will be installed and completed FOC, by 27th September 2022.

6. **Carlton Village Hall**

The minutes of the Village Hall Committee meeting of 6th September 2022 were issued by email on 13th September 2022 to all councillors.

7. **Clerks Hours & Holidays**

I have completed 40 hrs only for September 2022, with an additional uncharged 2x hours worked to cover the 2x hr shortfall in August.

I completed the ILCA qualification at the beginning of August 2022.

I have booked to go to Australia from 16th December 2022 to 14th January 2023. I will ensure all work demands are met into January 2023.

Recommendation to council: That

- 1. **iii) the council consider the request for a new kerb-set received by the clerk.**