

Carlton Parish Council

Minutes of the meeting of Carlton Parish Council on Tuesday 26th March 2024 held at 7.30pm, in the school room of Carlton Methodist Church.

Present: Cllrs Lowes, Clayton, Kibble, Land, Quinn, and Taylor.

Attending: H Phillips – Clerk, and one member of the Public.

128. Apologies for Absence

- i) Apologies and reasons for absence were received from Cllrs Deller, Holmes, and Palmer.

Resolved: That the apologies received from Cllrs Deller, Holmes, and Palmer, and the reasons for absence be approved.

- ii) The Chair, in receiving the apology from Cllr Holmes, also received an indication that Cllr Holmes would be resigning from the Parish Council forthwith.
The Chair requested that Cllr Holmes notify the Council of his resignation officially via the clerk, and thanked him for his service to the Parish over the years of his position as Parish Councillor.

Resolved: That

- i) **Cllr Holmes notify the Parish Council officially via the clerk of his resignation.**
ii) **the clerk notify the Local Authority of the resignation and vacant position, once in receipt of the resignation; and**
iii) **Cllr Holmes be thanked for his input and service to the Parish Council over his years in the role.**

129. Declarations of Interest

The Council received a disclosure of personal and disclosable pecuniary interest from Cllr Land, on matters to be considered at the meeting, relating to Carlton Village Hall.

Resolved: That the declaration of interest of Cllr Land be noted.

130. Parish Council meeting – 27th February 2024

The Council considered the Minutes of the Parish Council meeting held on 27th February 2024.

Resolved: The Minutes of the meeting held on 27th February 2024 be approved.

131. County Councillors Report

The Council received the verbal report of the attending County Councillor, points of which are noted below: -

- The issues with the newly positioned bollard adjacent to the Co-operative store in Carlton have been raised again; this will be chased up by the Cllr.

- There has been no appeal received as yet regarding the planning application for the land adjacent to Carlton Holy Family High School.
- The planning application for the development off Mill Lane, Carlton, should be coming to review in May/ June 2024. At present wildlife surveys are being conducted.
- Car-park charges are being increased by 20% in the North Yorkshire Council areas.
- The request for a pedestrian crossing at the centre of the village has not been addressed further by NY Highways Dept.

Resolved: That the County Councillor's be thanked for his attendance and the verbal report be noted.

132. Chair's Report

The Council received the Chair's verbal report on meetings and events attended since the meeting held on 27th February 2024. The report will be available to read on the Council's website and a copy will be posted in the Golden Garden noticeboard along with the Minutes of this meeting. Main points are as follows: -

- Attendance at the event at Drax Church and The Read School, for the Licencing of the new Reverend (Mark Poskitt) on 6th March 2024.
- Attendance at the Community Policing Surgery on 23rd March 2024, at St Mary's Church, Carlton.
- Discussion with the owner of 'Frying Nemo' regarding the electricity supply for the Christmas Tree and lights in the Golden Garden.

Cllr Clayton attended the Drax Liaison meeting in March 2024, where it was noted that: -

- The waste spoil sited at Drax Golf Club will start to be moved by road in April 2024, with traffic light being put in place to assist with access and egress to the site. These lights will be set to Green for road users and will be activated when HGV's enter or leave the site.
- There is a planned power outage on Unit 3 in April 2024.
- Work is planned on the big chimney of the power station due to aging and damage to the concrete.

Resolved: That the reports by the Chair and Cllr Clayton be noted.

133. Clerk's Report

The Council received the clerk's report for updates on queries from the public and actions completed since the meeting held on 27th February 2024. The report will be available to read on the Council's website.

Good news items are that: -

- An additional waste bin is now in place next to the bus shelter in front of the Cemetery.
- The new pathway and gated access has now been completed in the Parish Council's allotment area adjacent to the Cemetery. This was fully funded by Cllr M Jordan's Locality Fund, Quickline Communications plc, Drax Power Station's Community Funding, and two VAT reclaims.
- The Parish Council was thanked for organising a new road sign for Lynwith Court by a resident, for providing community funding to the newly formed

Carlton Youth Club, and for arranging for a new noticeboard for the Village Hall. (this was paid for by the Village Hall Committee, not the Parish Council)

Recommendations to Council were

- i) the Council consider whether a lock should be placed at the new allotment gate; and
- ii) the Council consider approval of the old cemetery noticeboard being re-sited to the inner of the new allotment gate.

Resolved: That

- i) **a lock will not be placed on the new access gate to the allotments.**
- ii) **the old cemetery noticeboard be re-sited to the allotment gate for use by the tenants; and**
- iii) **the clerk's report be noted.**

134. Carlton Village Hall

The Council received a verbal update from the Council's representative regarding Carlton Village Hall meetings attended since the Parish Council meeting held on 27th February 2024.

- It was noted that there are issues to resolve regarding the Committee's bank account and with access to the internet at the Village Hall.
- The Village Hall Committee have received a Community Champions funding reward of c.£660.00 from the Lincolnshire Co-operative Store group.
- The Committee's AGM is scheduled for 9th April 2024 at 6.30pm. at the Village Hall.

Resolved: That the verbal report from the Council's Village Hall Representative be noted.

135. Communications from the Public and Councillors

No pre-submitted questions were received from members of the public on local issues and/or concerns.

136. Finance Matters

- 136.1 The Council considered the Cash Book, Bank Statements, Budget Monitoring, and Bank Reconciliation reports up to 29th February 2024.

The clerk noted that the cost for the Allotments Paths had been reallocated from Revenue Expenditure to Capitol Expenditure, after this was highlighted to her.

Resolved: That the accounting reports and statements up to 29th February 2024 be approved.

- 136.2 The Council considered approval of payments made by the clerk under delegated authority.
It was noted that the amount of the Scottish Water invoice on the issued agenda was incorrect and should have shown as £183.33, not £1883.33, the correct table is shown below.

Invoice Date	Customer Inv. No.	Payee	Payment Detail	Date Paid	Amount Paid	Payment Method (Incl. Cheque No.)
25/02/2024	M11 Wk47	H Phillips	February 24 Salary	25/02/2024	668.74	BACS
25/02/2024	M11 Wk47	Nest	Pension Contribution	27/02/2024	48.76	DD
17/02/2024	4409656	Business Stream - Scottish Water	Cemetery Water Rates + duplicated refund payback	01/03/2024	183.33	BACS
15/03/2024	505	S.I.D.Co Ltd	Allotment Paths Contract	18/03/2024	8,971.20	BACS
01/03/2024	n/a	Carlton Methodist Church	Feb '24 Room Rental	18/03/2024	50.00	BACS

Resolved: That the payments made by the clerk under delegated authority, recognising the amended figure, be approved.

- 136.3 The Council considered the request from Carlton Village Hall Committee member to pay for a new floor plate and transformer for the defibrillator, sited at the Village Hall, at a cost of £138.00 (including VAT).

A discussion was held, and it was agreed that the cost be covered by the Parish Council, subject to the Village Hall Committee conducting appropriate tests to ensure that the building and electrics are sound and fit for purpose in the vicinity of the defibrillator's fixings. This information should be forwarded to the Council via the clerk prior to the arrangement of any payment.

Resolved: That the payment of £138.00 be approved subject to appropriate checks being conducted, and reported to the Council by the Village Hall Committee.

- 136.4 The Council considered the request by the current tenant to purchase the Gravel Hole field.

A discussion was held, and it was agreed that the purchase of the Gravel Hole Field be permitted by the current tenant, after receiving a firm valuation for a reputable estate/ land agent. It was stated that the tenant should be liable for the Parish Council's conveyancing costs. The clerk was also requested to check whether the field sale would incur any Capital Gains Tax, gather quotes for conveyancing costs from reputable estate agents, and an update be given to the Councillors prior to further actions on the sale.

Resolved: That

- i) the purchase of the Parish Council owned Gravel Hole Field by the existing tenant be approved, subject to exploration of conveyancing costs and Capital Gains Tax incurrence by the clerk.
- ii) the purchaser pay the conveyancing costs incurred by the sale; and
- iii) the clerk update the Councillors with all findings of costs and taxes as soon as is possible.

- 136.5 There were no additional community grant applications received since the meeting on 27th February 2024.

- 136.6 The Council considered authorisation of the clerk's standard hours worked in March 2024.

Resolved: That the clerk's standard hours worked in March 2024 be approved.

137. Planning Matters

- 137.1 The Council considered the Planning Application received.

ZG2024/0171/HPA – Bradston Lodge, Low Street, Carlton. Deadline 28/03/24

Demolition of existing conservatory, erection of single story rear extension to create new entrance, erection of a first floor 1.5 storey extension with associated materials and window changes, and minor changes to landscaping and patio area.

Resolved: That no comment be required.

137.2 The Council received the noted Planning Decisions.

- i) ZG2023/0379/LBC – Carlton Towers, High Street, Carlton. – GRANTED
Listed building consent for external works of repair and alteration.
- ii) ZG2024/0046/S73 – Land adjacent to Elmstone House, Low Street, Carlton. – GRANTED
Section 73 application to vary condition 03 (materials) of approval 2021/0108/FUL. Proposed erection of a single storey dwelling and detached store, granted 08/12/2021.

Resolved: That no comment be required.

137.3 The Council considered response to Planning Consultation received.

ZG2024/0171/HPA – Bradston Lodge, Low Street, Carlton. Deadline 28/03/24

Demolition of existing conservatory, erection of single story rear extension to create new entrance, erection of a first floor 1.5 storey extension with associated materials and window changes, and minor changes to landscaping and patio area.

Resolved: That no comment be required.

137.3 Neighbourhood Plan

The Council considered approval of the formation and production of a Neighbourhood Plan.

A discussion was held, and it was agreed that the Parish Council should instigate the process and engage Mr D. Gluck as consultant for that process. The clerk is to contact Mr Gluck to arrange the commencement of the process. Full information and consultation with the Parish will be completed in the future.

Resolved: That the clerk contact Mr D. Gluck in order to instigate the process of drawing up a Neighbourhood Plan for the Parish of Carlton be approved.

138. Road Safety

The Council considered the present and any forward foreseen issues relating to road safety around the Parish.

A discussion was held regarding the need for a pedestrian crossing in the village to permit persons to cross the main road with safety, and issues with the junction at Camm Lane.

Resolved: That the clerk contact Highways and the Lincolnshire Co-operative group to explore the installation of a pedestrian crossing, and to explore permissions for the Parish Council self-funding for the crossing be approved.

139. Policy Review

The Council reviewed the updated Cemetery Charges for approval and adoption prepared by the clerk.

Resolved: That the draft Cemetery Charges, to incorporate one price for each type of plot purchases, be approved for adoption.

140. Action Log

The Council received the Council's action log for outstanding actions and updates.

Resolved: That the Council's Action Log be noted.

141. Training

141.1 The Council received an update training requests processed by the clerk under delegated power since 27th February 2024.

Cllr Palmer is booked to complete the two courses of 'Off to a Flying Start' in May 2024 at a cost of £70.20

The clerk is booked to complete a free of charge course on Employment Law in April 2024. Both courses are organised by the YLCA.

Resolved: That the update on training for Councillors and the clerk be noted and approved.

141.2 There was no feedback from the councillors and clerk regarding any training completed since 27th February 2024.

142. Date of Future Meetings (2024)

142.1 Finance Committee: 10th April at 7.30pm.

142.2 Parish Council: 30th April 2024 at 7.30pm.

142.3 Annual Meeting of the Parish: 28th May 2024 at 6.30pm.

142.4 Annual Meeting of the Council: 28th at 2024 at 7.30pm or consecutively after the Annual Meeting of the Parish.