

Carlton Parish Council

Minutes of the Carlton Parish Council meeting held on Tuesday 29th October 2024 at 7.30pm, in the school room of Carlton Methodist Church.

Present: Cllr's Lowes, Hawe, Kibble, Land, Palmer, and Taylor.

Attending: H. Phillips – clerk, and two members of the public.

73. Apologies for Absence

The Council received apologies from Cllr's Clayton, Deller, and Quinn, and considered their reasons for absence.

Resolved: That Cllr's Clayton, Deller, and Quinn's apologies be received, and reasons for absence approved.

74. Declarations of Interest

The Council received a disclosure of personal and disclosable pecuniary interest from Cllr Land on agenda items 80. And 82.5 ii) to be considered at the meeting.

75. The Council considered the Minutes of the Parish Council meeting, held on 24th September 2024.

Resolved: That the Minutes of the Parish Council meeting held on 24th September 2024 be approved.

76. The Council considered the Minutes of the Finance Committee meeting, held on 8th October 2024.

Resolved: That the Minutes of the Finance Committee meeting, held on 8th October 2024 be approved; and

from the Recommendations to Council: -

- i) the Finance Committee's Terms of Reference be approved.**
- ii) the Financial Regulations be approved.**
- iii) the Financial Risk Assessment be approved; and**
- iv) approval be given retrospectively for the cost of essential works relating to the digging of the trench for the electricity supply in the Golden Garden, at a cost of £2196.00**

77. North Yorkshire Councillor's Report

The Council received the North Yorkshire Councillor's verbal report, as follows: -

- There is a meeting of the full North Yorkshire Council in November 2024.
- A concern raised regarding the completion of planning stipulations relating to the landscaping of the extension to the Oddfellows Public House has been received. This has been allocated to an NY Planning Officer who will investigate the matter further.
- A new planning proposal is in the midst for another solar farm in the area, which is larger than the proposed Helios site.

- PCSO Annie Newbould is holding a number of local Police surgeries over the next two weeks, including ones at Drax Social Club, and Carlton Towers Tearooms.

A Parish Councillor asked two questions: -

- Q1: Are NYC are reviewing/ changing the boundaries in the County?
A1: The boundaries of the present Wards are being reviewed/ merged, from 90 to 89 Wards. This is an on-going process and will be reported when completed.
- Q2: Regarding the Holy Family School ground that are owned by NYC, would it be possible to transfer the asset from NYC to Carlton Parish Council?
A2: Yes, if it is something that the Council would consider; the Parish Council would need to complete a Community Request for procurement, sending a formal request to Area 7. If the land is eventually considered and planning passed for building land then the Parish Council could apply to take over the 'Green Space' management.

Resolved: That the North Yorkshire Councillor's verbal report be noted.

78. Chair's Report

The Council received the Chair's verbal report on meetings and events attended since the meeting held on 24th September 2024, as follows: -

- Attendance at the Village Hall Committee meeting was a worthwhile outing; a summary of findings was presented to the Councillors, by email, and this was issued to the Chair of the Village Hall Committee, with observations and comments included.
- The trench has been completed, and the new electrical supply connected. This was completed by Silica Lodge Garden Centre, and the owners of Frying Nemo.

Resolved: That the Chair's verbal update be noted.

79. Clerk's Report

To receive the clerk's report to update on matters and issues completed by the clerk and/ or raised by the public since the meeting held on 24th September 2024.
The report is available on the Council's website to view.

The clerk had been notified since issue of the report that Carlton Methodist Church are to hold a Carol Singing around the Golden Garden Christmas Tree on 16th December 2024, with refreshments available at the Church afterwards.

- 1.ii) a discussion was held, and it was felt that there was no clear evidence to prove or disprove that the Cemetery groundwork contractor had caused the damage to the family's memorials, therefore should the family wish to pursue the issue further they should approach the contractor independently. Th clerk will update both parties and supply the contractor's contact details to the family if permission is given to do so.

- 4.i) Three residents have been contacted and all are to have the over-hanging vegetation cut back.

(Recommendation to Council to consider the request of Ms. Taylor to join the petition).

- ii) A discussion was held, and it was voted upon to decide whether or not to join the traffic petition. The consensus was to join.

Resolved: That

- i) **the clerk's report be noted.**
- ii) **the clerk to contact and update the parties involved in the memorial damage issues; and**
- iii) **the clerk to contact Ms. Taylor to notify that Carlton Parish Council wish to join the traffic petition.**

80. Carlton Village Hall Report

The Council received a verbal report from the Council's representative for Carlton Village Hall on meetings and events attended since 24th September 2024, as follows:

- A Halloween event had been well attended and gained good income.
- There are plans to arrange a Christmas Afternoon Tea; details will be posted locally.
- The Village Hall Committee continue to work towards improving the facilities of the Village Hall.

Resolved: That the Council's Village Hall representative's report be noted.

81. Communications from the Public

- i) The Secretary to St Mary's (Anglican) Parochial Church Council wrote to the Council requesting that the Council consider including the cutting of the church car park grassed area in its annual groundworks contract. The task has previously been completed by volunteers but due to advancing years they are finding it an impossible task.
Cllr Land has a possible solution to the issue which will be explored and an update given by the clerk at the meeting.

An update was given by the clerk, and a discussion held by the Council. It was agreed that the clerk is to ask that the groundworks contractor cut the grassed area before Christmas as a gesture of goodwill, and the task will be included in his contract for the coming years.

Resolved: That the clerk speak to the groundworks contractor to request action as noted.

- ii) A member of the public who previously requested permission to place a commemorative bench in the Golden Garden for a renowned village character who had passed away was informed of the resolution of the Council to permit a commemorative plaque to be placed on one of the existing benches. He replied thanking the Council for their decision, and would confirm the design and fixing arrangements.

Resolved: That the thanks and future actions be noted.

- iii) A matter raised by a member of the public received by the clerk after the agenda was issued noted that they were concerned about the regularity and loudness of the sessions of Church bell ringing, more so the Friday night sessions which were two hours long, commencing at 6.30pm.

The clerk had communicated with the resident and a discussion was held at the meeting. It was felt that the resident should attempt to contact the Selby Abbey bell ringers directly to negotiate the matter.

Resolved: That the clerk contact the resident to update them on the resolution of the Council.

82. Finance Matters

- 82.1 The Council considered the Cash Book, Bank Statements, and Budget Monitoring reports, up to 30th September 2024.

Resolved: That the accounting records and statements up to 30th September 2024 be approved.

- 82.2 The Council considered approval of payments made by the clerk under delegated authority.

Invoice Date	Customer Inv. No.	Payee	Payment Detail	Date Paid	Amount Paid	Payment Method (Incl. Cheque No.)
27/09/2024	S22427	The National Allotment Society	Annual Subscription	01/10/2024	66.00	BACS
27/09/2024	528	Selby Industrial Development Co. Ltd.	Repair works to the West & South cemetery walls	01/10/2024	26,820.00	BACS
29/09/2024	SB20243079	PKF Littlejohn LLP	External Audit - AGAR	01/10/2024	378.00	BACS
30/09/2024	n/a	Carlton Methodist Church	Sept Room Rental	01/10/2024	50.00	BACS
25/10/2024	M7 Wk29	Nest	Pension Contribution		48.76	DD
25/10/2024	M7 Wk29	H Phillips	Clerks October Salary	25/10/2024	668.74	BACS

Resolved: That the payments made by the clerk under delegated authority be approved.

- 82.3 The Council received an update on the Parish Council's grit bins, their status, and the cost of grit salt to cover the Winter 2024-25 period from the clerk, and attending Councillors.

A discussion was held, and it was agreed that the grit bin on Pinfold Lane, Carlton should be replaced, at a provisional cost of £60.00

Regarding the regular checking and maintenance of the existing Parish Council owned grit bins, the clerk suggested that quotes should be obtained from contractors to carry out this task, as storing the bulk grit it a difficult proposal.

A discussion was held, and it was agreed that the clerk complete this action and report back to the Council as soon as is possible.

Resolved: That

- i) **The clerk order a new grit bin for Pinfold Lane, Carlton; and**

- ii) **The clerk obtain quotes for the upkeep and maintenance of the Parish Council owned grit bins, and report the details to the Council.**

82.4 The Council considered provision and cost of the Golden Garden Christmas Tree for the festive period of 2024-25.

Cllr Lowes confirmed that Silica Lodge Garden Centre would once again donation a Christmas tree for the Golden Garden.

They would invoice for the installation and removal of the tree as appropriate, at a cost of £336.00

Resolved: That

- i) **Silica Lodge Garden Centre be thanked for their kind donation; and**
- ii) **The cost of installation and removal of the Christmas tree be approved.**

82.5 Community Grant Funding

- i) No Community Grant applications had been received by the clerk since 24th September 2024.
- ii) The Council considered the amount set for the annual funding provision to the Village Hall Committee for the future, in light of a verbal update from the clerk, and the forthcoming budget setting meeting by the Finance Committee.

A discussion was held, and it was agreed that as the annual grant award had remained at £3000.00 for at least four years, due to inflation the amount should be increased. The consensus was to increase it to £4000.00 as of April 2025.

Resolved: That the Annual Village Hall Committee grant award be increased to £4000.00 as of April 2025 be approved.

82.6 The Council considered authorisation of the clerk's standard hours worked in October 2024.

The Council had been previously made aware of the NALC approved hourly rate increases for Parish Council employees, which would be applied as of November 2024, with back pay from April to October 2024 also being applied.

Resolved: That

- i) **the clerk's standard hours worked in October be approved; and**
- ii) **the NALC approved hourly rate increase be noted.**

83. Planning Matters

83.1 No planning applications had been received since 24th September 2024.

83.2 The Council received the Planning Decision below.

- i) ZG2024/0785/S73 – Land Adjacent to Elmstone House, Low Street, Carlton.
Section 73 application to vary condition 02 (approved plans) and 03 (materials) of approved 2021/0108/FUL for proposed erection of a single story dwelling and detached store. – **GRANTED.**

Resolved: That no comment be required.

- 83.3 The Council considered the Planning Consultation received since 24th September 2024, relating to ZG2024/1052/FULM – Battery Energy Storage System and associated infrastructure – Land East of Station Road, Carlton.

Resolved: That no comment be required.

- 83.4 The Council considered the planning appeal below received since 24th September 2024.

- i) APP/U2750/W/24/3347833 – Land east of Broadacres, Mill Lane, Carlton.
ZG2023/0732/OUTM - Outline application (some matters reserved) for development of up to 200 residential dwellings with access to, but not within, the site. Appeal from Hallam Land Management Ltd to the Secretary of State, determined by hearing.
All the representations made to NYC on the application have been forwarded to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal.
Deadline is 15th November 2024.

Resolved: That no comment be required.

84. Policy Review

- i) The Council reviewed the Eligibility for Co-option Policy.
- ii) The Council reviewed the Co-option to Vacancies Policy.
- iii) The Council reviewed the Corporate Risk Assessment.
- iv) The Council reviewed the Community Grant Application form.

Resolved: That Policies review within points i) to iv) be approved.

85. Cemetery

The Council received a verbal update by the clerk regarding the progress, and any issues raised, regarding the cemetery walls repairs.

The clerk noted that all walls apart from the front wall were almost completed, with some capping stones and replacement bricks still to be put in place. The front wall (Station Road) has many of the angled bricks requiring replacement and uniformity, as there is a mix of colours and style which have been replaced over the years. The contractor is sourcing the most appropriate options to ensure all are the same, and in good condition.

Many positive comments and observations have been received regarding the work, and improvement to the look of the walls and cemetery.

A concern has been raised by a resident on the Harron Homes estate, whose house is close to the walls, where debris has been left at the wall foot, and new hedging has been damaged.

On investigation, and consultation with the contractor, the debris has been removed, though as it is still a work in progress a final clean up will be carried out once all works have been completed. The hedging, where possible has been replanted, and any gaps will be filled with new plants on completion of the works. The land where the debris was sited is 'estate' owned public land, and not the resident's private garden.

Checks will be completed by the clerk, and both contractor, resident, and the Harron Homes estate have been contacted regarding this matter by the clerk.

Resolved: That

- i) the clerk's update be noted; and
- ii) the clerk to complete further checks to ensure all is made good at completion of works by the contractor.

86. Action Log

The Council received the Action Log for outstanding actions and updates. Whilst presented at the meeting the Action Log was noted as an older version of the report, therefore the clerk is to forward the correct version as soon as possible to the Council.

Resolved: That

- i) the clerk's verbal update on the Action Log be noted: and
- ii) the clerk to forward the updated version to the Council.

87. Training

- i) The Council received an update on training requests received and/or processed under delegated authority since the meeting held on 24th September 2024.
Cllr Taylor requested to join the NY Highways free training sessions in October 2024.
- ii) The Council received feedback from Cllr Palmer on his training completed on 29th October 2024 for 'Chairing Skills'. He reported that the course was very enlightening, and proved that Carlton Parish Council was run well.

Resolved: That the Training update and feedback be noted.

88. Date Future Meetings

- 88.1 Finance Committee: 6th November 2024 at 7.30pm.
- 88.2 Neighbourhood Development Plan Working Group: 12th November 2024 at 7.30pm.
- 88.3 Parish Council: 26th November 2024 at 7.30pm.
- 88.5 Allotment Working Group: To be confirmed, if required.
- 88.6 Cemetery Working Group: To be confirmed, if required.

The clerk noted that she is unavailable from 15th January to 9th February 2025, and suggested an alternative for the January 2025 meeting schedule. A discussion was held, and it was agreed that the January 2025 meeting schedule should be as follows: -

Neighbourhood Development Plan WG: 8th January 2025, at 6pm.
Parish Council: 8th January 2025, at 7.30pm.

Resolved: That the meeting schedule for January 2025 be approved.