

Item 25

From: the Clerk to the Carlton Parish Council

Date: 8th June 2026

Clerk's Report on matters since the Parish Council meeting held 19th May 2026

i) Cemetery

- One ashes interment is booked for 8th July 2026.
- One additional inscription, and one new memorial and inscription have been authorised for June 2026.
- A request was made to a local Landscaping company to request a quote for the garden works around the chapel but they did not have the time to complete this until much later in the year. Further local companies will be approached, to get the best price for the work. Dependant on the cost external funding may be sought.
- A member of the public asked about the process in searching for an acquaintance's family member's grave plot, believed to be in Carlton. The clerk requested that the actual person who is searching contact her to enable the Council's Cemetery Database to be interrogated.

ii) Allotments

All of the annual rentals have been paid now. An assessment of the state of the plots is to be made to ensure they are being worked. Should they not be, contact will be made to the tenants in question to pursue their improvement actions.

There are 10 persons on the Waiting List.

iii) General News

- A replacement waste bin was ordered for next to the newly installed bus shelter adjacent to St Mary's Close.
- The 2025-2026 AGAR documentation has been issued to the External Auditor.
- The Council's payroll provider failed to issue the salary, HMRC and pensions documents for payment due in May 2026. The clerk queried this on return from work absence and the documents were sent at that point. The payroll provider gave an apology for the failure and a £15.00 credit to the account.
- Carlton Village Hall emailed to thank the Council for their approval of the recent community funding application.

iv) Local issues

- An update on the NYC Highways contact due to a resident of Low Street, Carlton having queried the responsibility of grass verge cutting adjacent to their property. This property was/ is owned by NYC who did cut the verges and hedging around this property.

The resident has an email from NYC stating that the Parish Council are responsible for cutting the grass adjacent to the resident's property. As the property is still owned by NYC and the Parish Council have never been responsible for cutting that area the clerk has requested assistance and further clarification from Cllr Mike Jordan.

- A member of the public notified the Chair that a grit bin believed to be owned by the Parish Council had been moved/ removed. This will be monitored to ensure it is replaced in situ and with contents intact.

- A member of the public emailed raising concerns about the grass verges down Mill Lane, Carlton. I informed them that the Parish Council engages a person to cut the verges in the Parish. I chased up with the contractor to see if/when that area is scheduled to be cut – awaiting response.