

Carlton Parish Council

Minutes of the Parish Council meeting, held on Tuesday 28th July 2026 at 7.30pm, in the school room of Carlton Methodist Church.

Present: Cllr's Lowes, Clayton, Hancock, Hawe, Palmer, Quinn, and Taylor.

Attending: H. Phillips – clerk, and County Cllr M. Jordan.

34. Apologies for Absence

The Council received an apology from Cllr Kibble and considered his reason for absence.

Resolved: That Cllr Kibble's apology be accepted and reason for absence approved.

35. Declarations of Interest

The Council received a disclosure of personal and disclosable pecuniary interests from Cllr Hancock on matters to be considered at the meeting relating to item 40 on the Agenda.

Resolved: That Cllr Hancock's disclosure of personal interest be noted.

36. Past Meeting Minutes & Notes

- i) The Council considered the Minutes of the Parish Council meeting, held on 23rd June 2026.

Resolved: That the Minutes of the meeting held on 23rd June 2026 be approved.

- ii) The Council received the Notes of the NDP Working Group, held on 14th July 2026.

Resolved: That the Notes of the NDP Working Group be accepted as a true account of the meeting.

37. North Yorkshire Councillors Report

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

- An NTC meeting has been held to assess the school's pupil transportation rulings relating to catchment areas; it is noted that there will be no change to the agreed process.
- The Oddfellows public house now has a vehicle registration recognition system in place in its carpark. Any users should ensure they log their registration to avoid penalties.
- There are to be some boundary adjustments relating to the County Cllr's area; in the near future West Haddlesey, and a portion of Chapel Haddlesey, being replaced by Great Heck, Balne, and Whitley Bridge.
- The County Cllr's Locality funding has now all been allocated.

Resolved: That the County Cllr's verbal update be noted.

38. Chair's Report

- i) The Council received the Chair's report on meetings and events attended since the meeting held on 23rd June 2026.

This can be viewed on the Council's website.

The main focus of the report was due to a resident of West Bank who contacted the Chair with concerns relating to the school catchment area versus the NYC transportation rulings. This was touch on by County Cllr Mike Jordan in his report.

A discussion was held and it was agreed that the clerk is to write to NYC and the local MP, Kier Mather, to raise the issues that this, and other residents are faced with in the matter. It was noted that the Snaith High School is not taking any students from the Carlton area and is actually out of area, being in East Yorkshire, therefore the High School age pupils are forced to go to Brayton; there is no direct bus route to Brayton (and especially not from West Bank and similar smaller villages).

Resolved: That the clerk write to NYC and the local MP, Kier Mather, to raise the issues that residents are faced with in the matter.

- ii) The Council considered the progress of Co-option for the present vacant position of Cllr. (as no applicants have shown interest or come forward within the deadline set of 27th July 2026).

It was agreed that the vacancy should be left open with a deadline for receipt of applications being extended to Tuesday 22nd September 2026.

Resolved: That the vacancy of Councillor deadline for applications be extended until 22nd September 2026.

39. Clerk's Report

The Council received 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 23rd June 2026. The report can be viewed on the Council's website. Main points to note were:

- An issue with a removed memorial headstone has led to clarity on the ruling; being that should a family instruct that a memorial needs re-siting, or refurbishment the monumental mason must contact the clerk to inform her of their intentions before they remove the headstone from the cemetery.
- The capped chapel tower in the cemetery needs some work to remove sprouting vegetation; this will be completed in the next few weeks.
- Family members are to be reminded of the Cemetery Rules; that no shrubs, plants, unauthorized grave plot surrounds, 'astro-turf type surface coverings must be used or planted. This could lead to the Council removing the items. The clerk will be contacting a number of families whose plots need corrective actions due to unauthorized items being in place.
- The side gate of the allotments was reported to have dropped and needed some remedial work; this has now been completed.

Resolved: That the clerk's report be noted.

40. **Carlton Village Hall Report**

The Council received a verbal update from the Council's representative regarding Carlton Village Hall Committee meetings attended since 19th May 2026, as follows:

- An NY fire safety inspection has taken place where there were found to be a couple of items that needed attention, but were incredibly minimal, and gave no threat to life or general safety of attendees to the hall. These actions are being completed to ensure all is compliant at the Village Hall.
- There has been intermittent complaints from a local resident regarding ball games, and balls going into their garden by football players. These incidents appear to have occurred later in the day and do not stem from Village Hall organised events. The fence adjacent to the resident's garden has been raised to assist with the issue, and the Hall Committee has attempted to contact the resident to no avail as no response has been received. The next step other than face to face is a letter to communicate further to the resident to try and solve the issue.

Resolved: That the verbal report be noted.

41. **Communications from the Public/Cllrs**

The Council considered the pre-submitted questions from members of the public on local issues/ concerns, received since 23rd June 2026, as follows:

- i) The Council considered the communication received from Enray Power regarding the Carlton Solar Farm. (issued by email previously).

Cllr Lowes raised the point that he was concerned about the noise of the solar panel units when they are moving to track the sun, as they are powered by a motor. It was agreed that the clerk would raise the question and ask for more information/ data on the matter.

Resolved: That the clerk contact the Enray Power representative to ask for more information regarding the motor noise, and update the Council asap.

- ii) The Council considered the suggested logo provided by Cllr Quinn, for use as a header and the Council's website.

Cllr Quinn explained the rationale of the design of the logo, and it was agreed by all that the Council should approve its usage. The clerk is to contact the website provider to request they assist in adding the logo to the website pages.

Resolved: That the new logo be approved for usage to represent Carlton Parish Council.

42. **Finance Matters**

- 42.1 The Council considered the Cash Book, Bank Statements, and Budget Monitoring reports, up to 30th June 2026.

The clerk updated the Council regarding the recent salary payments that the Service provider had issued the salary documents late for the May 2026 payment so this was paid in June. The June payment had been pre-set on the banking app but when

checked was not visible therefore the clerk made the June payment; the pre-set actually transferred from the bank also therefore in June 2026 the May, June, and July 2026 salary payments were made.

Resolved: That

- i) the clerk's explanation of the salary payments made in June 2026 be noted; and
- ii) the accounting records up to 30th June 2026 be approved.

42.2 The Council considered the 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.)
25/06/2026	M3 Wk12	H Phillips	Clerk's June 2026 Salary	08/06/26	£717.98	BACS
23/06/2026	M3 Wk12	HMRC	June 2026 NI Contribution	02/07/26	£49.63	BACS
08/07/2026	n/a	Carlton Methodist Church	June 26 Room Rental	20/07/26	£25.00	BACS

Resolved: That the payments made by the clerk be approved.

42.3 There were no Community Grant applications received since the meeting held on 23rd June 2026.

42.4 The Council considered the quote received relating to the cost of clearing and gravelling the garden around the cemetery chapel, and external funding options available presently.

The clerk updated the Council that she had applied for external funding to cover the cost and had two further options for funding available.

A discussion was held, and it was noted that there was no budgeted funds for this work, however the clerk was approved to go ahead with the works subject to the external funding being confirmed.

The Council requested that the clerk seek a third quote as a comparison prior to any works commencing.

Resolved: That

- i) the clerk be approved to proceed with the cemetery garden works subject to confirmation of the external funding offer; and
- ii) the clerk seek an additional quote for the works as comparison.

42.5 The Council considered the options and cost of new VAS units for the North and South entrances to the village, presented by the clerk.

The preferred option was a warning signal for 30mph although a 'slow down' warning was also a keen option. It was agreed that the allotted budget is there and so the visually largest and most effective units should be purchased.

NYC gave the prices for solar powered units that have a five year warranty, and the clerk will seek advice at to the best options before placing the order.

Resolved: That

- i) the clerk seek further advise on the best options from NYC; and
- ii) the Council approve the purchase of two VAS units for the North and South entrances to Carlton village.

- 42.6 The Council considered the assessment of the village waste bins, and a programme of improvement/ replacement to align their design, sizing and positions. (This comes from a discussion from the NDP WG meeting held on 14th July 2026, after the village walkabout).

It was suggested that the clerk focus on the waste bins in the main street initially, by logging the position, state, and style of each to then form a plan of action to attempt to have all of the same type of bins along that street.

The costs of replacement, renewal can then be incorporated into the budget for 2027-2028.

The clerk will issue an update to the Councillors when the information is gathered and collated.

Resolved: That

- i) **data relating to the waste bins along the main street be gathered and collated by the clerk; and**
- ii) **the costs of replacement and/or renewal be incorporated into the 2027-2028 budget.**

- 42.7 The Council considered the options and cost of Christmas street lighting presented by the clerk.

A discussion was held, and it was agreed that the clerk explore this further, especially the cost implications relating to the works NYC would need to complete to provide the electrical link from streetlight column to the lights display.

Resolved: That the clerk explore the options and costs further and inform the Councillor's as the earliest point, or at the September 2026 meeting.

- 42.8 The Council considered the authorisation of the clerk's standard hours worked in July 2026.

Resolved: That the clerk's standard hours worked in July 2026 be noted.

43. Planning Matters

- 43.1 There were no Planning Applications received since 23rd June 2026.

- 43.2 The Council received the Planning Decisions notified since 23rd June 2026.

- i) ZG2026/0147/REM – Stonebridge Homes & Miller Homes – Withdrawn
Reserved matters application to agree details of substation pursuant to approval ZG2026/0732/OUTM for up to 200 dwellings with access to, but not within, the land to the East of Broadacres, Mill Lane, Carlton.
- ii) ZG2026/0264/FUL – Melrose Education Ltd – Permitted
Installation of boundary fencing at the Holy Family Roman Catholic High School, Long Hedge Lane, Carlton.
- iii) ZG2026/0299/CCP – The Grange, Mill Lane, Carlton. – Permitted
Lawful development certificate for proposed construction of rear dormer.
- iv) ZG2026/0472/HPA – East View, Low Street, Carlton – Permitted
Replacement bay windows and entrance porch.

Resolved: That the listed Planning Decisions be noted.

- 43.3 There were no Planning Consultation letters received since 23rd June 2026.
- 43.4 The Council considered the street names proposed by Dimmack Brothers Ltd via NYC for the Abbey Coachways development off Low Street, Carlton.

A discussion was held and further suggestions were agreed, as follows:

- Coachway Drive
- Coach Yard
- Coachway Mews

Resolved: That the clerk forward the new suggestions to NYC and the developer for consideration.

(update: NYC will not permit additional suggestions for street names; the dismay of the Council for this decision has been portrayed to NYC)

44. Policy Review

- i) The Council reviewed the Cemetery Rules, and the Cemetery Charges. A small number of amendments were considered and approved.

Resolved: That the Cemetery Rules and Charges documents be approved.

- ii) The Council reviewed the Standing Orders.

Resolved: That the Council's Standing Orders be approved.

- iii) The Council reviewed the Equal Opportunities Policy.

Resolved: That the Equal Opportunities Policy be approved.

45. Action Log

The Council received the Council's Action Log for outstanding actions and updates presented at the meeting by the clerk.

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

46. Training

No training requests or feedback was received and/or processed under delegated authority since the meeting held on 23rd June 2026.

47. Date Future Meetings

- 47.1 NDP Working Group: 8th September 2026 at 7pm.
47.2 Finance Committee: 22nd September 2026 at 7.30pm.
47.3 Parish Council: 29th September 2026 at 7.30pm.