

# Carlton Parish Council

## **FOR THE ATTENTION OF ALL PARISH COUNCILLORS**

You are hereby summoned to attend the meeting of Carlton Parish Council on **Tuesday 29<sup>th</sup> January 2019** to commence at **7.30pm** in Carlton Methodist Church Schoolroom. In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press may attend the meeting.

**86. Apologies for Absence**

**87. Declarations of Interest**

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

**88. Minutes of the Previous Meeting**

88.1. To confirm that the minutes of the meeting of the Council held on the 27<sup>th</sup> November 2018 be signed as a correct record. (Pages 2-5 attached)

88.2. To confirm that the minutes of the Finance Sub-committee meeting held on the 14<sup>th</sup> January 2019 be signed as a correct record. (Pages 6-7 Attached)

**89. Questions from the Public**

**90. Selby District Councillor's & North Yorkshire County Councillor's Report.**

**91. Clerk's Report.**

**92. Correspondence Received**

To receive the letters and emails submitted to the Parish Council

**93. Three Year Budget Plan**

To consider the three year budget plan. (separate PDF)

**94. Funding Requirement**

To consider the recommendation of the Finance Sub-Committee for the 2019/20 Precept Requirement.

**95. Planning Matters**

**96. Financial Matters**

96.1. To receive the current account reconciliation to the date of the meeting

96.2. To receive the list of income

96.3. To consider payments made and to be made (page 8 , attached)

96.4. To consider the current account status once payments made have cleared

**97. Parish Matters**

**98. Date of Next Meeting**

*S. Rockliff*

Clerk to Carlton Parish Council

**Carlton Parish Council.**  
**Draft Minutes of the Full Council Meeting.**  
**Tuesday 27<sup>th</sup> November 2018 at 7.30pm**  
**Carlton Methodist Church Schoolroom.**

**Present:**

**Councillors:** Cllr T. Clayton (Chair), Cllr M. Deller, Cllr J Thewlis, Cllr A. Bradshaw, Cllr P. Welburn, Cllr R. Everatt, Cllr D. Crabtree

**Proper Officer/Clerk:** Mrs S. Rockliff

**Members of the Public:** Cllr M. Jordan (SDC &NYCC)

**72. Apologies for Absence**

Apologies for absence were received from Cllr D. Leek and Cllr K. Longfield.

**Resolved that the apologies for absence be accepted.**

**73. Declarations of Interest**

There were no disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

**74. Minutes of the Previous Meeting**

The minutes of the meeting held on the 30<sup>th</sup> October 2018 were considered.

**Resolved that the minutes of the meeting be accepted as a correct record.**

**75. Questions from the Public**

There were no questions from the public

**76. Selby District Councillor's & North Yorkshire County Councillor's Report.**

76.1. The CEF Budget for Grants has all been allocated.

76.2. Chapel Haddlesey Bridge is on schedule to reopen on the 21<sup>st</sup> December 2018

76.3. The Selby District is going to be able to provide for children with additional needs with the opening of a school at Osgodby.

**Resolved that the report be noted.**

**77. Clerk's Report.**

Councillors received the clerk's report in to on-going matters.

77.1. The Remembrance Service took place in the Golden Garden on the 11<sup>th</sup> November 2018. The event was well supported and was very successful thanks to those who helped to organise and conduct the commemoration.

77.2. The clerk would like to thank Mr Hunter for acting as clerk during her absence

77.3. The clerk has contacted P. Ball, NYCC regarding the replacement street lamp programme.

77.4. The Village Services Audit has been submitted to SDC

77.5. The clerk has contacted Mr M. Townend regarding a headstone at the cemetery and advised him to discuss the matter with a Monumental Mason.

**Resolved that the clerk's report be noted. Letters of thanks to those involved in the Remembrance Service to be sent from the Parish Council. A letter of thanks from the Parish Council to Mr Hunter to be sent.**

**78. Correspondence Received**

Councillors received the correspondence to the council:

78.1. Email from a resident regarding pheasant shooting on land at Hanger Lane. The clerk informed local landowners of the concerns.

78.2. Email from Drax Repower informing of dates for hearings.

78.3. Rural Services Bulletin, forwarded to councillors.

78.4. NALC Bulletin, forwarded to councillors.

- 78.5. Email from YLCA regarding a weekly telephone support service, forwarded to chair.
- 78.6. Email from SDC regarding Yorkshire Ambulance Service (YAS) First Aid Training.
- 78.7. Email from SDC regarding Precept Planning.
- 78.8. Email from Becky Allright, curate for Carlton, regarding Christmas events
- 78.9. Email from YAS informing that the defibrillator at the surgery had been used and asking the clerk to check it. The clerk has checked it.
- 78.10. Email from YLCA regarding planning training. The clerk has booked a place as this had been agreed at a previous meeting.
- 78.11. YLCA Security Incident Model Policy
- 78.12. YLCA White Rose Update, forwarded to councillors
- 78.13. North Yorkshire Fire and Police informing of a change in governance.
- 78.14. Contract Agreement between Carlton Methodist Church and the Parish Council for the schoolroom hire. Councillors agreed that the contract should be signed

**Resolved that the correspondence be noted. The clerk to enquire about the First Aid Training. A Finance Committee Meeting to be arranged for January to consider the precept requirement. The contract with the Methodist Church was signed.**

#### **79. Planning Matters**

Councillors considered planning matters

- 79.1. Notice of Decision for Pear Tree Farm, Permission Granted.
- 79.2. Two Planning consultations for developments on Station Road.

**Resolved that the Decision be noted. The council would request that the Play Area included in the development plan be designed with access and provision for those with disabilities.**

#### **80. Village Hall Grant Application**

Councillors considered the application from the Village Hall Committee for a grant. The Village Hall Committee had submitted a copy of their accounts and outlined their intentions for the grant.

**Resolved that a grant of £3000 be given to the village hall.**

#### **81. Golden Garden Refurbishment**

Councillors considered the progress made with plans for the refurbishment. The clerk had received the application forms from SDC to apply for the funding for the project. The quotations received so far were all similar in price. Councillors considered whether to appoint one overall contractor or individual ones for each part of the refurbishment.

**Resolved that the clerk would complete the funding application forms. The project would be done by one contractor.**

#### **82. Christmas Preparations**

Councillors considered when to put up the Christmas Tree on the Golden Garden. The date of the WI concert was not known.

**Resolved that the tree would be put up on the 8<sup>th</sup> December at 10am. Cllrs Thewlis, Clayton, Leek, Welburn and Deller to do it. The clerk to find out the date of the WI concert.**



**Resolved that the bank reconciliation be noted. The list of income received be noted. The list of invoices be approved for payment. The sum of £6,000 be vired from the savings account to the current account to maintain balances.**

**84. Parish Matters**

84.1. Residents of Broadacres Garth have complained about repeated incidences of dog fouling on the grass circle in front of their houses and the anti-social behaviour of the dog owners when challenged about it. Councillors discussed possible solutions to the issue.

**Resolved that signs would be erected saying no dogs allowed.**

84.2. Property on Broadacres with overhanging shrubbery.

**Resolved that the clerk would write a letter to the residents of the property.**

84.3. The roof of the bus shelter on Station Road is damaged.

**Resolved that the clerk would report it.**

84.4. Vehicles were still speeding through the village.

**Clerk to complete a 95 Alive Request.**

84.5. A new bus shelter is required opposite Church Lane.

**Resolved that the clerk would find out how to do this.**

**85. Date of Next Meeting**

85.1. **Finance Sub-Committee Meeting: Monday 14<sup>th</sup> January**

85.2. **Full Council Meeting: Tuesday 29<sup>th</sup> January at 7.30pm**

**The Meeting closed at 8.52pm**

# Carlton Parish Council

## Draft Minutes of the Finance Sub-Committee Meeting. Monday 14<sup>th</sup> January 2019 at 7.30pm

### Present:

Councillors: Cllr T. Clayton, Cllr D. Leek, Cllr J. Thewlis, Cllr P. Welburn.

**Proper Officer/Clerk:** Mrs S. Rockliff

### 1. Budget Monitoring Record

Councillors considered the Budget Monitoring Record and reviewed areas of spending. They noted that most areas of spending were on track for the end of year. The planned rolling programme of replacing street lights has not yet been started by NYCC.

**Resolved that the Budget Monitoring Record be noted. The clerk would ask NYCC for a progress report on the replacement light programme.**

### 2. Receipts and Payments Record

Councillors considered the Receipts and Payments Record. Expenditure for the Financial Year beginning 1<sup>st</sup> April 2018 to the 1<sup>st</sup> December was £13,121.01 Income for the Financial Year beginning 1<sup>st</sup> April 2018 to the date of the meeting was £27,049.15 The current balance to carry forward was £74,313.16. The clerk reported that this would decrease by the end of the year but the carry forward would be higher than 2017/18 unless the street lamp replacement programme was started.

**Resolved that the Receipts and Payments Record be noted.**

### 3. Bank Balances

Councillors considered the Bank Account Balances to the date of the meeting totalling £77,740.80. The clerk explained that the difference between this and the carry forward in the Receipts and Payments Record was due to unrepresented cheques. The clerk said that the bank balances were not anticipated to meet auditors' recommendations to be one and a half times the precept.

**Resolved that the Bank Account Balances be noted**

### 4. Three Year Budget Plan

Councillors considered the three year budget plan created by the clerk. Areas of spending were reviewed and a 5% increase was calculated for all areas each year. Councillors considered capital projects and Cllr Thewlis proposed that the Vehicular Activated Signs (VAS) be updated. It was agreed that £10,000 be included in the budget for the purchase of VAS. Cllr Clayton proposed that a contractor be appointed to remove weeds, grass and overhanging shrubbery from the footpaths from Snaith Bridge to Camblesforth. It was agreed that £2,500 be included in the budget for this. £1,000 was also included for the purchase of a new laptop and a projector for the council. A projector would reduce the amount of paperwork printed out for meetings and facilitate council meetings. The budget for 2019/20 was calculated to be £53,786.

**Resolved that the three year budget plan be presented to the full council for consideration.**

### 5. Cemetery Charges

Councillors considered the cemetery fees which were last increased in 2016. Comparisons were made with Selby Town Council's fees and a village cemetery in the East Riding. Carlton's fees were less in both cases especially for non-residents who were charged double by STC and more than double by the East Riding village. The clerk suggested that the neighbouring villages of Camblesforth, Hirst Courtney

and West Bank, who do not have a cemetery of their own, continue to be charged 20% more. All other non-village requests be charged double.

**Resolved that the clerk finds out the fees for Drax Parish Council's cemetery. The cemetery charges then be considered by the full council.**

**6. Allotment Rents for 2019/20**

Councillors considered the level of rents for the allotments. The current charge of £25 has not increased for some years. There is currently a growing waiting list for the allotments. People applying for allotments have commented on the fact that some do not appear to be being used.

**Resolved that the clerk would write to existing tenants asking if they wished to continue renting their allotment. The clerk would find out the fees charged by other parishes for allotments.**

**7. Gravel Hole Field Rent.**

Councillors considered the annual rent for the Gravel Hole Field.

**Resolved that the Gravel Hole Field rent should not be increased.**

**8. Precept Scenarios**

Councillors considered options for the 2019/20 precept requirements. The clerk reminded the council that the government grant to parish councils has been phased out for the new financial year. Councillors noted that the number of Band D equivalents in the village has risen from 610.20 to 650.87. This increase negated the impact of the phasing out of the grant. Councillors agreed that the Band D charge needed to remain the same. This would mean there would be no increase in the Band D charge for 2019/20. A Band D property would continue to pay £37.40 per year.

**Resolved that the committee's recommendations be put to the full council for consideration.**

**The meeting closed at 9.15pm.**

