

Carlton on Trent Parish Council

Minutes of the Meeting held on 17 September 2013 at 7.30pm in the Village Hall

Present: Mr T Cooper (Chair), Mr N Fletcher (Vice-Chair), Mrs J Clark, Mr K Smith, Mrs R Whate, M Eley, F Jerome, Cllr B Laughton, Cllr C Rose, Miss T Grimes (Clerk) and 1 member of the public

1. To consider any apologies for absence
None
2. To receive any declarations of interest in items on the agenda
None
3. To consider the minutes of the Parish Council meeting held Tuesday 16th July 2013
ME proposed the minutes were accepted as an accurate record, JC seconded the motion.
4. 10 minute open forum to receive questions and comments from members of the public
No comments were made.
5. To receive updates on any District & County Councillor matters
 - (a) A1 Noise (CR/TG)
Since the last update Jeremy Hutchinson had been consulted and had been out for a site visit on 4th September. His reaction was one of disappointment that Cyril Day had proposed no action. He measured the noise and recorded a level of 75dB with peaks of 84dB and proposed another site visit in 2 weeks with the kit to make official measures of the noise levels over a longer period. TC offered to speak to residents and to inform Cllr Rose of the most appropriate/acceptable site to take these measurements.
 - (b) A1 Damage (BL)
Cllr Laughton reported that he had been in discussions with Jo Horton who had done a thesis on laying tarmac over concrete. The issue is one of the two materials having different coefficients of expansion and it would not be possible to just replace the joints to resolve the problem, it would require £200,000 to £300,000 of work. She has been out to the site and it was felt that it would be helpful to ask her to attend the next meeting to discuss the matter, with any affected residents being invited to attend.
 - (c) Any other matters
None
6. To note any matters arising from the Minutes of 16th July 2013 which are not elsewhere on the agenda
 - (a) Village Sign (TG)
A photograph of the sign was circulated and it was explained that there could not be 2 mirror image signs. Councillors asked for clarification as to which sign would be replaced at the North end of the village. The sign was approved in principal with any art work issues being left for Jenny to discuss with the sign makers.
 - (b) Council lorries accessing the holding yard via the village and re-siting of weight limit signs (JC)
Mike Keeling declined to attend a meeting to discuss the weight limit signs but stated that the council had been sent a map showing their position and had approved it prior to the work taking place. Councillors asked JC to request a copy of the paperwork and for TG to look through the files for a copy. MK then explained that the holding yard was only used in May and June when resurfacing took place so there would not be an issue with council lorries passing through the village for several months but he would ensure that they took an alternative route from now on to avoid the village weight limit area.
Whilst speaking to Mike Keeling, he confirmed that the potholes outside number 7 were scheduled to be done in the near future but that the grid on the cross roads was not as this was Severn Trent's responsibility. He said that the sinkage on Ferry Lane would need to be investigated to find the cause of the problem before any work could be carried out. He acknowledged the overgrown state of the footpath from the crossroads over the A1 and said it would be cleared.
 - (c) Dog Bin signs (RW)
The signs RW had seen were of a man picking up dog mess and the words Clean It Up underneath but they had Bassetlaw District Council on them. Councillors felt that the problem had lessened and that the stencils put on Ferry Lane by Sutton Council were working.
 - (d) Meeting with Mike Keeling re Cromwell Halt etc (TBA)
RW had rung Mike Keeling about the lorries parking dangerously at both the new Cromwell Lay-bye and at Cromwell Halt. She was told that no-one had objected to the new lay-bye so nothing could be done but if a map of the danger spots was submitted then it may be possible to have curbs put in at Cromwell Halt. RW offered to produce said map. Councillors requested

that Cllr Laughton (who had left the meeting) be asked to move things forward.

- (e) Footpath signs (TG)
An email had been received confirming these are scheduled for installation in Oct/Nov. Councillors asked TG to check that the Wharf signs would be replaced at the same time.
- (f) Health and Safety report – telephone box light (TC/KS)
The outstanding kiosk light check has now been done completing the Health and Safety check.
- (g) The Holmes steps repair update (KS)
These have been repaired.
- (h) Plaque for the churchyard (RW/ME)
RW reported that there were acrylic signs available in Newark size 10"x6" for £34.03. The suggested wording was 'This rose arbour was planted by Carlton on Trent Parish Council in commemoration of the Diamond Jubilee of Queen Elizabeth II in 2013.' The position has still to be agreed with the church.
- (i) Clerk's contract of Employment (NF/TG)
TG had sought the advice of NALC on the points raised about the clerk's contract of employment. The contract had been amended and having noted the changes the new contract was accepted by a unanimous vote.

7. Review of Standing Orders re minutes

It was noted that the standing orders state minutes and agendas will be delivered to councillors but that in fact they are being emailed. NALC advice states that email is acceptable provided standing orders reflect this and that council are aware of the potential risk. It was felt that the risk of someone intervening an email or sending a bogus one is slight whereas the cost of delivering items is an unnecessary expense. The vote to amend the standing orders to state 'agendas will be emailed to councillors (unless a councillor does not have access to email)' was proposed by NF and seconded by TC. The vote was carried unanimously.

8. To consider any planning matters

- (a) Decisions made (awaiting The Stables decision, Teals Garage and the Wind Turbine appeal decision)

The Stables and Turbine appeal have not been decided yet.

Teals retrospective Garage application was refused by NSDC.

It has been brought to the attention of the council that a very large conservatory/extension has been put up at Mill Farm on the Wharf without a planning application being submitted. It was agreed that an enquiry be submitted to NSDC to find out whether this fell within permitted development or not.

- (b) Planning applications to discuss (Wind Turbine at Weston 13/00938/FUL)

There was some discussion as to where the proposed turbine would be placed and the comments already received by NSDC were noted. The proposal to object to the application on the basis of proximity to the village, impact on the environment, cumulative impact of the appearance in the countryside and reinforcing Weston's objections was carried by a vote of 6 in favour and 1 abstention.

- (c) Any other planning business (One Acre)

NSDC were informed of a large digger appearing on site just before the August bank holiday. As yet no planning application has been submitted but it was noted that no further work had taken place either.

9. To discuss and note any further actions required from correspondence received since the last meeting

- (a) NSDC - Parish Conference

Information put in the pack

- (b) NALC – AGM

Information put in the pack

- (c) Stephen Tipping – Footpath signs

Covered by 6(e) above

- (d) NALC Pay Settlement

Councillors noted that a pay increase had been awarded to clerks.

- (e) NSDC – e-planning

Information put in the pack

- (f) NALC – Local Councils Explained

A new book costing £49.99 has been produced but as the clerk works at NALC and has access it was felt it was an unnecessary expense.

- (g) NALC – Good Councillor Guide

This guide has been updated and is available for £2.50 in paperback or free online. Councillors agreed that online was acceptable as they had a paper copy of the previous version.

- (h) NSDC – Register of Interests

The form for JC had been misplaced at NSDC so a new form was issued for return.

- (i) Highways – A1 works

The new date of early October was noted.

10. To consider and approve any financial matters

(a) To approve payments for:

- Village Hall fees

£6 payment was proposed by ME and seconded by JC

- Clerks wages

This payment was suspended at the clerk's request due to problems with reporting payments to HMRC. See 10 (b) below

(b) Any other outstanding financial matters

- Annual audit update

The external auditors had requested a break down of the asset register but were satisfied with the clerk's explanation and would therefore approve the accounts with a comment in their report rather than charging a fee for resubmission.

- HMRC RTI of PAYE

It is now law to report any wages paid at the time they are paid via the HMRC website. It is also law to submit an annual return by May 19th. Due to the issues with the clerk neither of these have been done. TG has made several calls to HMRC to set up the required software but is unable to complete the task without NI number, tax code and DoB for both previous clerks. Sarah has provided information on request but Helen has not responded to telephone calls and has no forwarding address. TC offered to approach her parents for the information, if unavailable it was agreed that a letter should be sent to HMRC stating the situation and asking how to proceed.

11. To discuss any other business which may need to be included on the agenda of the next meeting

An email has been received regarding an update meeting on Parish boundaries, JC expressed an interest in attending and took the details.

The Winter salt order form has arrived and needs to be submitted before the next meeting. It was agreed the 5 free bags should be ordered.

A member of the public has requested a copy of the electoral register. It was decided they should be directed to the library or NSDC as they are only able to view the council list not copy it.

It was noted that there had been some altercations over vehicles using the footpath to access Park Farm which shakes the adjacent properties and the residents had therefore blocked the access. The council noted that whilst it is a footpath it is also private access to the land until the development is complete so having asked the owner to use the alternative entrance nothing further could be done.

There will be a Safer Neighbourhoods meeting on 10th Oct which KS is unable to attend – NF offered to go in his place.

12. To set the date of the next meeting

19th November 2013 at 7.30pm

The meeting closed at 9.40pm.

Tanya Grimes – Temporary Clerk to the PC