

# CARLTON-ON-TRENT PARISH COUNCIL

Minutes of the meeting of  
Carlton-on-Trent Parish Council held  
in the Village Hall, Main Street, Carlton on Trent on

**Tuesday 2<sup>nd</sup> January 2018 at 7.30pm**

**Present:**

Cllr N Fletcher (Chair), Cllr M Martin (Vice-Chair), Cllr M Eley, Cllr L Hopkins, Cllr F Jerome, Cllr R Whate, CCllr B Laughton and T Grimes (Clerk)

**1) To consider any apologies for absence**

LH gave apologies for arriving late.  
DCllr SM gave her apologies due to ill health.

**2) To receive any declarations of interest in items on the agenda**

MM declared an interest in the clerk's wages.

**3) To accept the minutes of the Parish Council meeting held Tuesday 5<sup>th</sup> December 2017**

The minutes were approved as a true record of the meeting and were signed by the chair.

**4) 10 minute open forum to receive questions and comments from members of the public**

No-one was present although RW noted the poor state of a manhole cover by the pumping station which the clerk agreed to report.

LH arrived.

**5) To note any matters arising from the minutes of 5<sup>th</sup> December 2017**

**a) Standing Order for clerk's wages**

The clerk noted that the standing order had not been set up due to the first payment date expiring prior to its approval.

**b) Bank signatories**

The clerk had received notification that the new signatories were set up at the bank. RW confirmed that she had managed to login but ME had not yet managed to.

**6) To receive updates on any District & County Councillor matters**

CCllr BL noted that Cromwell was the only area that would impact Carlton on Trent regarding the Local Minerals Plan. It was noted that there had been some test drills recently near Cromwell Holt and CCllr BL suggested keeping an eye on such activities.

CCllr BL also encouraged the council to make an application to the LIS funding scheme, pointing out that he had been involved in getting the scheme changed so that smaller councils like Carlton on Trent would not need matched funding for projects like noticeboards. He confirmed that he would be happy to support such an application.

**7) To decide on the next steps regarding the Housing Survey**

The clerk informed council of the responses from Miles King as follows:

- The references to Weston have been corrected and a new copy of the results emailed through but nothing else had changed.
- There will be no open market houses included in the scheme

- There would have to be 6 properties built to achieve effective economies of scale
- There would be 2 rental properties and 1 shared ownership because the survey had identified needs for these but the tenure of the remaining 3 would be up for negotiation with the parish council.
- The next step would be a walking tour of the village looking for potential sites.

Councillors still had questions about specific numbers identified in the survey. The chair asked that these be put to the clerk by email so that MK could be approached for answers before any decision was taken.

### **1) To consider an application for LIS funding**

The clerk noted that there were 9 A4 sheets on permanent display in the kiosk, but that this included a removable agenda and minutes to enable people to read the subsequent pages. It was noted that often items like the audit notice covered others or posters were removed before events occurred due to new posters arriving. The clerk, therefore felt that a minimum display board size of 12 to 15 sheets would be necessary but 24 would be ideal. The clerk circulated some designs and prices and CCllr BL suggested that Mike Keeling be approached regarding costs and permissions for installation. There was some discussion as to what size board would be appropriate but without knowing the size of the space it was difficult to judge the proportion. It was suggested that any property adjacent to the proposed installation be approached for their opinion as a courtesy. It was agreed that the finer details could be agreed after the form was submitted, when more information was available.

**RESOLVED:** To make an LIS application for a noticeboard.  
(proposed MM, seconded FJ, carried unanimously)

### **2) To consider unlocking the Defibrillator cabinet**

MM suggested that in a panic, the lock on the cabinet was a barrier to helping save a life and that there had been no evidence of issues with theft or vandalism of such equipment in the county.

**RESOLVED:** To unlock the defibrillator cabinet.  
(proposed MM, seconded FJ, carried unanimously)

### **3) To consider any planning matters**

#### **a) Notifications received**

##### **i) 17/02018/FUL - new bungalow 44 Main Street**

The clerk reported that the application had been approved.

##### **ii) Planning applications to discuss**

None.

##### **iii) Any other planning business**

None.

### **4) To receive feedback from councillors on any meetings/training attended**

#### **a) Notts CC Parish & Town Council event (NF)**

NF reported that the meeting had been curtailed due to the bad weather. There was a strong message to collaborate and innovate to overcome the lack of funding available. Highways will have an extra £1M for road maintenance and there is to be a project to tackle potholes on minor roads. Several items were put in the pack for councillors to read.

### **5) To note the following correspondence and respond as appropriate**

#### **a) NSDC - Planning Training**

The clerk gave details of a free training session at the council offices on 22<sup>nd</sup> January. Three councillors expressed an interest in attending.

#### **b) Notts ALC - training survey**

The clerk read out a list of proposed events and the chair expressed an interest in one.

### **6) To consider and approve any financial matters**

- a) **To approve the following payments :**
- **Clerks Wages to December £167.19 (not made due to JC's resignation)**
  - **Clerks Wages to January £167.19**

**RESOLVED:** To make these payments.  
(proposed LH, seconded RW, carried unanimously, MM did not vote)

- a) **Any other financial matters**
- i) **To note the bank reconciliation**

The statements and reconciliation were checked and signed by the chair.

- ii) **To approve the budget proposal for 2018/19**

The proposed budget was presented with a £250 element included for the data protection registration and the cost of employing a Data Protection Officer. This represented a final budget of £3175, a 5.5% increase on last year's precept request. It was felt that a second 5% increase was unacceptable and that the data protection costs were as yet unknown. If these costs were ignored the precept could remain the same and any data protection costs could be borne from the under-spend this year or from reserves as appropriate.

**RESOLVED:** To accept the budget.  
(proposed RW, seconded MM, carried unanimously)

- iii) **To set the precept for 2018/19**

It was felt that the precept request should not increase if possible. The clerk noted that there could be an election called as the vacancy notice did not expire until 8<sup>th</sup> January. It was agreed that the precept be set but if an election is called an emergency meeting should be convened to reconsider the precept request.

**RESOLVED:** To request a precept of £3009, to be submitted after the deadline for calling an election has expired.  
(proposed RW, seconded MM, carried unanimously)

- b) **To note the following payments**

- i) **Village Hall Fee TBC**

It was noted that the cost would be £6 for 2 hours, to be held on account.

- ii) **Standing Order for the clerk's wages**

It was noted that a new standing order had been set up to start in February giving plenty of time to login and approve it before the first payment is due.

- 2) **To raise any other business which may need to be included on the agenda of the next meeting**

The chair asked that litter pick be put on the next agenda and the clerk noted that it would be possible to co-opt a new councillor provided an election had not been called.

- 3) **To note the date of the next meeting**

This will be Tuesday 6<sup>th</sup> February at 7.30pm.

The meeting closed at 8.50pm