

# 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 7<sup>th</sup> November 2017 at 7.30pm**

**Present:**

Cllr N Fletcher (Chair), Cllr M Martin (Vice-Chair), Cllr J Clark, Cllr M Eley, Cllr L Hopkins, Cllr F Jerome, Cllr R Whate, DCllr S Michael, T Grimes (Clerk) and 2 members of the public

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

CCllr BL gave his apologies.

**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 3<sup>rd</sup> October 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**

Concerns were raised that the development on Park Farm is not proceeding as per the plans. There are several changes but the matter raising most concern was Plot 3 which should have 3 small obscure glass windows on the second floor South East elevation, but actually has two larger clear glass windows. The duty planning officer had been made aware but the developer had not taken action at the time of the meeting. DCllr SM offered to chase the matter and councillors felt that a letter from the Parish Council should be sent to the planning officer asking for an investigation.

LH made councillors aware that she had received comments that recent planning developments such as the garage workshop on Great North Road seemed to be causing the village to lose its identity and asked that councillors keep this in mind when considering planning applications.

**5) To note any matters arising from the minutes of 3<sup>rd</sup> October 2017**

**a) Newark Custody Suite**

The clerk informed councillors that, although no response had been received to date, a Newark Advertiser article confirmed that the custody suite will be closing.

**b) Pavement by the Hall Wall**

The clerk read out a response from VIA stating that the area is not going to be repaired as it does not meet the criteria for requiring work.

**c) Mike Keeling visit**

The clerk confirmed that MK will be visiting the village at some point but the date would be dependant on the weather. Councillors asked that someone be contacted to accompany him on the tour.

ME asked if the new sign could be raised; it is situated opposite the village hall and is misleading, showing the road going straight ahead, when in fact the road bends to the left.

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

There was still concern that despite the survey identifying a need for properties, councillors were aware of some reservations amongst residents. There were also a number of questions about when the parish council would have the final say, eg if land were offered but residents objected to the build could the parish council stop it going ahead? and if several plots were offered could the Parish Council decide which to develop? DCllr SM was able to answer some questions based on her knowledge of the Caunton development but some remained unanswered.

**RESOLVED:** To invite Miles King and Jill Sanderson to a council meeting.  
(proposed NF, seconded MM, carried unanimously)

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

DCllr SM reported that NSDC had been asked to house 10 Syrian families and that, to date, they had managed to home 6 families – all selected from refugee camps because they had urgent need of housing, such as having disabled dependants.

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

**a) Safer Neighbourhoods Meeting**

NF and JC attended but there was nothing to report.

ME & RW attended the NSDC Parish Event on 16<sup>th</sup> October. They reported that it had been interesting to see the new council offices and how they ran, as well as having talks from Roger Blaney and NHS Mansfield & Ashfield Clinical Commissioning Group.

**9) To consider any planning matters**

**a) Notifications received**

**i) 17/01648/FUL – Forest Lodge Extension**

The clerk noted that this had been approved.

**b) Planning applications to discuss**

None

**c) Any other planning business**

The clerk tabled an email regarding the Village Hall which was presumed to have been sent to the Parish Council in error but on further investigation it was found to have resulted from a 'previous enquiry'. The clerk has requested a copy of the enquiry as she was unaware of discussing the village hall windows.

**10) To note the following correspondence and respond as appropriate**

**a) Robert Jenrick – Traveller sites**

The clerk put the letter in the pack and informed councillors that a consultation would follow regarding illegal Traveller sites.

**b) Notts CC – poster**

The poster is to be placed in the Grey House Window.

**c) Clerks & Councils Direct**

The clerk put the magazine in the pack.

**d) Notts ALC – Data Protection Training**

LH expressed an interest in attending.

**11) To consider and approve any financial matters**

**a) To approve the following payments:**

- Notts ALC data training £30.00

**RESOLVED:** To pay for LH to attend the training.  
(Proposed MM, seconded FJ, carried unanimously)

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

- Clerks Wages to November £167.19  
The payment was noted.

**c) Any other financial matters**

**i) To note the VAT claim delayed payment**

The clerk reported that due to the change of bank account, HMRC had written to say there would be a delay in receiving the payment.

**ii) To decide how much money to transfer to the savings account**

The clerk suggested various options: the same as was in HSBC saving account, the ring fenced defibrillator reserves, the general reserves (ie all but this years unspent precept) or other amounts suggested by councillors. It was noted that transfer between accounts is much easier with Unity Trust Bank.

**RESOLVED:** To transfer all funds except the unspent precept from 2017/18.  
(proposed MM, seconded RW, carried unanimously)

**iii) To add new signatories to the bank account**

The clerk noted that RW had not been transferred as a signatory and needed adding. It was also suggested that whilst filling in the forms a forth signatory be added in case one retired; it isn't particularly fast to add a new one so could leave council unable to approve payments if one of the two remaining were on holiday.

**RESOLVED:** To add RW and ME as bank signatories.  
(proposed MM, seconded FJ, carried unanimously)

**iv) To note the bank reconciliation**

The bank statements were reconciled to the closure of the HSBC accounts and signed by the chairman. As yet there has not been a Unity statement but the clerk tabled the printout of the account showing that the HSBC balances had been transferred.

**v) To set the village hall fee**

The meeting went beyond 8.30 making the fee 2 hours, with a further 15 hours on account, making 17 to date.

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

It was noted that the poppies had been well received.  
NF requested that the precept be considered next month.

**13) To note the date of the next meeting**

This will be Tuesday 5<sup>th</sup> December at 7.30pm.

The meeting closed at 8.40pm