

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 3rd April 2018 at 7.30pm

Present:

Cllr N Fletcher (Chair), Cllr M Martin (Vice-Chair), Cllr M Eley, Cllr L Hopkins, Cllr F Jerome, Cllr M McKinnen, Cllr R Whate, CCllr B Laughton, DCllr S Michael, T Grimes (Clerk) and 1 member of the public

1) To consider any apologies for absence

LH and FJ both apologised for arriving a few minutes late.
CCllr BL apologised for having to leave early.

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

MMA declared an interest in the clerk's wages.

3) To accept the minutes of the Parish Council meeting held Tuesday 6th March 2018

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

LH and FJ both arrived during this item.

FJ reported the poor state of the road in Main Street where she had tripped in a pothole causing her to fall over and resulting in two grazed knees. As there are no pavements on Main Street from Church Lane to the cross roads this is a stretch where elderly people often use the road rather than the verge believing the verge to be uneven. It was felt that a similar fall by an elderly resident would result in broken bones and a claim against the council. The clerk offered to report the potholes.

5) To note any matters arising from the minutes of 6th March 2018

a) Gravel Works

The clerk informed council of a response from Steven Osborne-James stating that these were archaeological test drills and water monitoring boreholes.

b) Housing Needs Survey – village walk

The clerk confirmed that there would be a tour of the village at 11.30am on Wednesday 11th April for any councillors able to attend. CCllr BL said if available he would attend.

c) ICO registration

The clerk confirmed this had been done.

d) Telephone box

The clerk confirmed that paint had been located in the resilience store and that a resident had offered to jet wash the box prior to painting.

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

DCllr SM reported that NSDC had appointed a new chief executive, John Robinson, who would be starting week commencing 9th April. She also informed councillors that there was to be an overhaul of the present recycling process as the council was not meeting recycling targets.

CCllr BL added that this was a County initiative which had resulted from recent media coverage such as Blue Planet and it would include encouraging supermarkets to provide plastic free aisles and a review of how and what is recycled. At present the main issues to be identified are that Tetrapaks and coffee cups cannot be recycled, recycling bin

waste is often contaminated so cannot be recycled and plastic bags create problems with the wind rollers used for the recycling process.

CCllr BL also reminded councillors that there was an extra £1.6m being spent on pothole repairs and noted that Weston Main Street had been identified as a priority for resurfacing in this area. He then mentioned that NCC had been working on a support package for both DCs and PCs to help implement GDPR. This would include online training, checklists and guidance as well as the possibility of providing DPO services. NF asked whether there had been any news on the lamp post knocked down in Ferry Lane. DCllr SM confirmed that the council do recoup the cost if they know who was responsible for the damage and CCllr BL informed the meeting that it takes between six and twelve weeks for replacement work to be carried out and it is completed by private contractors not by VIA.

7) To consider submitting a planning exemption for the village hall noticeboard

FJ informed councillors that the village hall committee wanted to replace the existing noticeboard with one which was a third larger. It would be handmade in oak with safety glass and a lock, similar in style to the existing one but larger. The planning department had advised them that it would be more likely to pass as an exemption under planning if the parish council were to submit the exemption. CCllr BL offered to help fund the project from his Community Development Fund.

Resolved: To submit an exemption request to NSDC on behalf of the Village Hall Committee.

(proposed FJ, seconded MM, carried unanimously)

8) To consider any planning matters

a) Notifications received

None

b) Planning applications to discuss

None

c) Any other planning business

None

9) To review and adopt the policies relating to the new Data Protection legislation

a) Personal Data Audit

b) Privacy notices for the public and for staff/councillors

c) Consent form

d) Subject Access Policy

e) Privacy Policy

f) Security Incident Response Policy

In light of CCllr BL's comments about NCC providing support and the feeling that the NALC model policies were not very user friendly, it was agreed that this item should be carried forward until more information was available.

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

None

11) To note the following correspondence and respond as appropriate

a) Notts ALC – Planning Training

MMc was interested in attending but needed to check her availability.

b) British Legion – Silent Soldier Campaign

The clerk noted that information had since been received to say that the Silent Soldiers may have sold out by the time of the meeting but that other material had been received. All such material was put in the pack for councillors to consider.

c) Hugo Fox – GDPR

The clerk noted that Hugo Fox had sent details of their actions to comply with GDPR requirements. The information was put in the pack for councillors to read.

d) Highways England – A1 closures

The clerk informed the meeting of two dates when the slip road would be closed. The information was put in the pack for councillors to read and disseminate.

e) CPRE – Best Kept Village Competition

The information was put in the pack for councillors to consider.

f) NALC – New Governance & Accountability

The clerk informed councillors that a new version of Governance and Accountability was now available on the NALC website.

g) Notts Hospice – Support request

The information was put in the pack for councillors to read and disseminate.

h) UK Parliament – EqualTeas & Parliament WeekE-on – Price increase

The information was put in the pack for councillors to consider.

12) To consider the following financial matters

a) To note the bank reconciliation

The statements and reconciliation were checked and found to be incorrect so were not signed. The clerk agreed to circulate the corrected version with the minutes.

b) To consider the year end accounts

These were circulated prior to the meeting and the clerk explained them for the benefit of newer councillors.

c) To appoint an internal auditor

The clerk noted that Mike Harness had audited the accounts for the past three years

RESOLVED: To approach Mike Harness to continue doing the internal audit.
(proposed ME, seconded MM, carried unanimously)

d) To approve the following payments

i) Dog Bin Emptying - £86.58

There was agreement that the reduced winter collections had been sufficient.

RESOLVED: To keep the contract the same and pay the invoice.
(proposed ME, seconded MM, carried unanimously)

ii) Planning Training – TBC

Not required.

iii) VH Fee on account – TBC

It was agreed that the meeting had gone into a second hour making £6 due on account.

e) To note the following payments

i) Standing Order for Clerks Wages to March £167.19

Noted.

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

MM asked if there would be a newsletter and if so whether it could explain that the PC had not asked for any increase in Precept despite the Council Tax bills suggesting a 1% increase.

The clerk suggested that the Annual Parish meeting be included if there was a newsletter.

FJ reported that there had been Van Djuin lorry drivers sleeping in the layby next to the village. If the issue is reported to the police they issue an on the spot fine and on the third occasion they contact the company rather than just dealing with the drivers. FJ asked that any more incidents be reported immediately.

NF informed councillors that the next SNG meeting will be on 26th April and if anyone has any matters they would like raising they should be emailed to him.

It was suggested the format of the Annual Parish meeting could be changed.

14) To note the date of the next meeting

The next meeting will be the Annual Parish Meeting at 7pm on 1st May followed by the Annual Council Meeting at 7.30pm

The meeting closed at 8.45pm