

Unadopted Minutes CARLTON-ON-TRENT PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on Thursday 12th May 2011 commencing at 7.30pm in the Village Hall.

Present: Mrs R Whate (Chairman), Mrs J Clark, Mrs F Jerome, Mrs M Eley, Mrs S Beresford (Clerk). Mr B Laughton and 9 members of the public

1. **Apologies for Absence:** Mr T Cooper, Mrs C Rose (District Councillor)
2. **Declaration of interest on items on the agenda.- None**
3. **To approve the minutes of the meetings held on Thursday 24th March 2011 and the extraordinary meeting held on Thursday 28th April 2011**
The minutes, having been circulated and read contained an irregularity regarding voting on a planning matter. The issue was identified prior to the meeting and amended minutes circulated and placed on the public notice board. The minutes from 24th March Proposed by Mrs F Jerome and seconded by Mrs M Eley. The minutes from the 28th April proposed as a true record by Mrs M Eley and seconded by Mrs F Jerome. All present in agreement.
4. **Election of Chairman and Vice-Chairman including declaration of acceptance of offer.**

Mrs R Whate proposed as Chairman by Mrs M Eley and seconded by Mrs J Clark. All present in agreement and no further proposals submitted. Mrs Whate declared that she accepted the offer.

In the absence of the present Vice-Chairman, Mrs Whate proposed Terry Cooper (absent) for Vice-Chair, seconded by Mrs F Jerome. Mr Terry Cooper accepted the offer outside of the meeting. All in agreement and no further proposals submitted.

5. Results of the election Thursday 5th May 2011

The Parish Council uncontested election resulted in 2 vacancies. The Clerk will seek advice regarding the co-opting of new Parish Councillors.

The District Council election duly re-elected Mrs Christine Rose with an overall majority.

In Newark and Sherwood District Council the election resulted in no overall control with 22 Conservative Councillors, 15 Labour, 6 Independent and 3 Liberal Democratic.

6. Matters arising from the Minutes.

a) Highways issues

The potholes on Ossington Lane still require attention on Castle Hill and the Clerk will write again to ask for a review, particularly outside the stud farm. The pathways are still in a dreadful state and require restoration. The Parish is now subjected to an annual inspection. Mr Laughton asked the

Clerk to write to Mike Keeling asking for a site meeting and he would also attend.

b) HGV issues including weight limit update.

Mr Laughton informed the Council that he had met with the cabinet member Mr Richard Jackson along with Mike Keeling and Jo Horton. Carlton-on-Trent and Cromwell are joined together in the HGV scheme. Mr Jackson agreed that he will put the village scheme on the agenda for the next local transport planning meeting which Bruce Laughton attends. This meeting will be held sometime early June therefore Mr Laughton will feedback at the next full Parish Council meeting.

c) Street Name irregularities.

Mrs Rose, District Councillor is looking into this issue so therefore it will be placed on the next agenda.

d) Best Kept Village Competition

The first round of judging will take place between 6th and 24th June 2011 and if successful the second round of judging will follow between 4th and 22nd July 2011. The last time Carlton-on-Trent entered the competition the Youth club helped enormously with litter picks. Information regarding the best kept village was included in the newsletter.

e) Spring/Summer Newsletter Distribution

The newsletters were divided up and each Parish Councillor took sufficient to deliver to their area.

f) Network Rail crossing delays- up date

The clerk reported that she had written to each Parish Council and received replies from almost all. The Clerk from North Muskham Parish Council reported that they had been trying to resolve the issue for some time and they were further down the line with this issue so asked to take the lead. There will be a meeting arranged sometime soon for all Parish Councils to send a representative, the Clerk at North Muskham to give more details in due course.

g) Crime Figures for March/April/May

No figures were available despite the Clerk emailing the Police 15 days ago. The website does not indicate any recent activity. The Clerk will continue to email and ask for the figures for the next meeting.

One member of the Parish Council reported drug users throwing paraphernalia including needles in the village. Those present were asked to ring the Police if this is seen and take the issue to the Safer Neighbourhood meeting. Mr Laughton stated that the PCSOs have been pre-occupied recently due to re-location of Southwell Police station. Mr Laughton informed the Council that he had asked

the Chairman of the Police Authority to make a statement regarding the future of Southwell Police station.

h) Grit Box

The newly ordered grit box has still not appeared. The Clerk will email and chase this up.

i) Litter and Fly tipping

The dumping of garden rubbish along Carlton Lane continues, a section in the newsletter was included. There is also mention in the newsletter about dog fouling. Thanks to Mr John Whate for putting the dog fouling notices on posts.

j) Clerk PAYE

Mrs Jerome looking into this matter and it appears that it needs to be done using the HMRC website. There is a basic tool to work out the PAYE. To be placed on the next agenda. Mr Laughton suggests writing to Mark Spencer MP for Sherwood who was taking up the inconvenient matter of PAYE for small parish Councils.

k) Telephone box light bulb

Mrs Whate had looked at the light bulb fitting which requires a special tool to open the cover. She will ask her son, an electrician, to have a look over the next couple of weeks.

l) Parish Council filing cabinet upstairs

The filing cabinet needs 1-2 members of the Council and the Clerk to get together to sort through the archived documents and throw away anything unnecessary. The date for those undertaking this is yet to be determined.

m) Meeting with Morgan Wray- Flood defences

The date for Morgan Wray to return to the Parish Council will his researched proposals is about due. Mr Laughton agreed to chase Morgan Wray with his decisions.

7. General Correspondence

- a) New Councillor Training – dates placed in the correspondence pack.**
- b) Armed Forces Day- fly a flag- Those present could not ever remember being sent a flag. The Clerk to write to ask if there are any spare flags.**
- c) Adoption of Newark and Sherwood Strategy development- very little applicable for Carlton-on-Trent- placed in the correspondence pack.**

- d) Newark and Sherwood Community Safety Liaison group meeting- 23rd May 2011 at Kelham Hall 7.30pm- Mrs Whate and Mrs Clark to attend- will feed back at the next meeting

8. Financial Matters

- a) Payment of Village Hall fees

The new charging structure is now £3 per hour. The sum of £6.00 proposed by Mrs R Whate and seconded by Mrs F Jerome.

- b) Parish Council accounts and Internal Audit

The Clerk presented an overview of the accounts and talked those present through the income and expenditure. The accounts were agreed at the meeting and therefore the Clerk will take them to the Internal Auditor Zoe Beach in the next 2-3 weeks.

9. Planning Issues .

- a) Decisions Made

None

- b) Applications to discuss

None

10. Health and Safety Inspections

3 benches, 1 dog bin, litter bin and the Telephone kiosk all in a safe and secure state.

11. Items to include on the next agenda.

Matters arising
State of Pavements
Feedback from meetings
Crime figures
Flood defences
Kiosk-light bulb
PAYE-Clerk
Website development
HGV Weight limit
Village Hall Insurance donation

12. Any other business

- a) **Repairs to Spittle Bridge-** There is concern about the newly refurbished Spittal Bridge. The Trief kerbing system, which is extremely high, does

not allow motorists to pull over in the event that a vehicle comes too close. There is a need for much improved road markings and white lines to indicate single file only. This is exacerbated by motorists coming off the A1 and thinking that it is a one-way system. To ask for a meeting with Mike Keeling.

b) Co-opting new Parish Councillors

The Clerk to seek some advice as the system could be different after an election to co-opt members. More details should be available at the next Parish Council meeting.

c) Declaration and register of interests- Government Act 2000

All Parish Councillors must return their declaration forms and register of interest forms as soon as possible. Mrs Whate took some documentation for Mr Cooper.

d) Contact details for Bruce Laughton

Mr Laughton asked that his contact details mobile 07769726883 and home number 01623 8822536 go into the next newsletter.

e) Parish Council representative on Village Hall Committee

The new Chairman of the village hall committee is MR Nigel Fletcher. Mrs Jerome agreed to be the Parish Council representative- proposed by Mrs Whate and seconded by Mrs Eley. The letter from the Village Hall committee read out by the Clerk asking for a donation towards the Village Hall Insurance- this to be tied over to the next Parish Council meeting.

11. Date of Next Meeting-Thursday 14th July 2011

There being no further business, the meeting was closed at 21.15pm.