

## CARLTON-ON-TRENT PARISH COUNCIL

### DRAFT Minutes of the meeting held on Tuesday 18<sup>th</sup> March 2014 at 7.30pm in the Village Hall.

**Present:** T Cooper (Chair), N Fletcher (Vice-Chair), R Whate, F Jerome, M Eley, J Clark, B Laughton, C Rose, T Grimes (Clerk) and 2 members of the public

1. To consider any apologies for absence

KS sent apologies for his absence which were approved by council.

Cllr Laughton apologised for having to leave at 8pm to attend another meeting and Cllr Rose apologised for arriving at 8.30pm having been to another meeting.

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

None

3. To accept the minutes of the Parish Council meeting held Tuesday 21<sup>st</sup> January 2014 and the extraordinary meeting held Tuesday 18<sup>th</sup> February 2014

Both sets of minutes were accepted as a true account of the meeting, after a name correction.

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

A member of the public informed the clerk that potholes in Old Bell Lane had been reported, as had the mud and blocked gully's at the bus stop near the cross roads, however they had noted that a litter bin had disappeared when the bus stop sign was replaced and asked if it could be re-instated. They also enquired whether it would be possible to have a bus shelter at the North Road bus stop. Cllr Laughton explained that the council apply for one, Notts County Council will then assess the site for suitability and if possible provide one. NCC would be responsible for its maintenance. Cllr Laughton offered to enquire about this. The clerk was asked to enquire about the litter bin through Andy Stratham at NSDC.

Another member of the public had raised concerns about the new trailer cafe in the lay bye. The clerk had reported the matter to NCC and A1+. A1+ were only interested in the sign on the A1 and were sending someone out to look at it. NCC were interested in the trailer and copied a letter to the clerk which had been handed to the owner requesting a copy of public liability insurance and explaining that provided certain criteria were met they would be granted permission to trade. Cllr Laughton was due to meet Patrick Mercer MP on Monday 24<sup>th</sup> March and offered to mention the concerns about parking and litter at that meeting.

A member of the public commented that the footpath from The A1 to the Northern Inn was very overgrown.

5. To note any matters arising from the Minutes of 19<sup>th</sup> November 2013 which are not elsewhere on the agenda

- (a) Re-siting of weight limit signs

Mike Keeling had been away so there was nothing new to report but JC offered to chase this up again.

- (b) Cromwell Halt lorries

RW had obtained a suitable scale map and used it to identify the dangerous parking spots. JC offered to pass this on to Mike Keeling.

- (c) Environment update

The clerk read out a short email from Morgan Wray stating that the river survey had been completed and he hoped to be in touch in the near future.

- (d) The Dyke at the caravan park

JC reported that A1+ had been out and carried out an interim clearance operation to alleviate the immediate problem but would return in the next financial year to survey the dyke and determine what was required for a long term solution. NF reported that he had visited the member of public who raised the issue and as a result had contacted NSDC who have not adopted the site so have no responsibility and Severn Trent who confirmed there was no foul water main on the site. It was believed that the issue would possibly be due to septic tank/s which required emptying, the responsibility for which remained with the park owner or the tenants depending on the terms of the lease – the park owner had been informed of the problem.

- (e) Litter Pick date

FJ confirmed this had been arranged for 22<sup>nd</sup> March at 10am and RW agreed to organise equipment and hold the rubbish until NSDC could collect it. The newsletter included this information and was ready for circulation.

- (f) Defibrillator (TC)

TC introduced Graeme Coutts, a first aid instructor who had offered to answer any questions about defibrillators and to help the council in deciding the way forward. Having been in touch with Bathley PC who had got a defibrillator and Sutton on Trent PC who were in the process of getting them, TC believed it to be a good idea and suggested that a working party look into the different options and costs and report back to the council. The council agreed in principle so TC, Murray Martin and Graeme offered to be on the working party and it was noted that KS had expressed an interest prior to the meeting; 4 pledges of money were made by individuals and JC offered to help by leafleting or canvassing villagers when the time came. Cllr Laughton was approached for funding support and said he would be able to help although his budget had been cut by 50% so any support would reflect this. He informed Council that the number of deaths in NG25 had almost doubled in 4 years – possibly due to changes in A & E provision in the area – and suggested that defibrillators may help to reverse this trend.

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

(a) A1 Noise

Cllr Laughton and Cllr Rose were due to meet with Patrick Mercer MP on 24<sup>th</sup> March and would be asking about the A1 noise data.

(b) A1 Slip-road Damage

No news to report.

(c) Any other matters

Cllr Laughton had met with Peter Gamton of A1+, Jo Horton, Mike Keeling, the police and the chair of both Cromwell and Norwell Parish Councils earlier in the day to discuss the double parking on Cromwell slip road. Several solutions had been identified: a sign on the A1 warning that the slip road was 2 way, a traffic order prohibiting lorries from parking on the right hand side of the road or stopping lorries parking at all. The issues of Cromwell Halt were also mentioned.

Cllr Laughton reported that the NCC budget had been set. There would be a 1.8% increase in council tax, the council had made £80 million saving this year but still had £70 million to find next year so more cuts in services were to be expected.

Cllr Laughton complimented the council on the new village signs and asked that his congratulations be given to the artist.

He also asked that the next newsletter included a notice asking villagers to be vigilant and clear up after dogs because of dog fouling spreading a disease called Neospora which causes cattle to abort.

7. To review Council Policy and amend as appropriate

(a) Publication Scheme

FJ circulated a draft publication scheme prior to the meeting for consideration. It was felt that a section on how decisions are made and one on registers were not necessary. The council then voted to accept the policy. The clerk informed the council that there were some new Financial Regulations in the pipeline due to changes in the rules for signing cheques; council agreed that this should be the next policy to review for the May meeting.

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

(a) Safer Neighbourhood Meeting

A meeting has not taken place.

9. To consider any planning matters

(a) Decisions made (awaiting the Wind Turbine appeal decision)

The turbine appeal was successful.

(b) Planning applications to discuss (14/00387/FUL Retention of garage on the Wharf)

This application was a re-submission of an earlier retrospective application which was refused due to insufficient information proving the structure and purpose of a prior garage. The additional information submitted contained photographs and information to prove the garage was a permanent structure which became unsafe. Councillors did not object previously and felt that the new information did not change their decision to support the application. The motion was carried unanimously.

(c) Any other planning business (the conservatory on the Wharf)

NSDC have visited the Wharf property and confirmed that the conservatory is within current permitted development regulations; however it exceeds the size allowed at the time of building so the owners have been asked to submit retrospective planning permission.

It was noted that there still had not been any planning application for One Acre.

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

(a) NALC: CiLCA

The clerk requested support for obtaining this qualification if NALC would not pay the fees. Council approved payment of the registration fee of £150 provided they were eligible to receive a small council's bursary of £75.

(b) Police & Crime Commissioner: Volunteers scheme

A poster seeking volunteers will be put in the telephone kiosk.

(c) NALC: Finance Matters seminar

The clerk reported that Came & Co would be in attendance, from whom an insurance quote had already been obtained. There was no interest in attending the seminar as the clerk would be there anyway and could report anything of importance.

(d) RCAN: Best Kept Village Competition

It was decided that there was insufficient interest from the village to enter this.

(e) NALC: Clerk's Workshop

The clerk requested support in attending a training session. Council approved payment of travel expenses to Sturton le Steeple. The clerk reported that the first session on finance had taken place and that a few issues had arisen which would need to be implemented: initialling cheque stubs as well as signing cheques, providing a bank reconciliation at every meeting and having an interim check of the accounts and procedures which should be minuted.

(f) Police Commissioner: Newsletter

This was put in the pack for councillors to read.

11. To consider and approve any financial matters

(a) To approve payments for:

- Village Hall fees of £6
- Clerk's Wages of £643.75

Both payments were proposed by JC and seconded by ME.

(b) Any other outstanding financial matters

- HMRC RTI of PAYE

The clerk reported that electronic reporting was still not occurring but that she had written to HMRC again.

- Bank reconciliation

A bank reconciliation was circulated.

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

Information regarding support in developing a Neighbourhood Plan had arrived after the agenda was publicised.

The letter was put in the pack for councillors to read.

13. To set the date of the next meeting

The next meeting will be the Annual Parish Meeting at 7pm on 6<sup>th</sup> May followed by the Parish Council AGM at 7.30pm.

The meeting closed at 9.30pm

*Tanya Grimes – Clerk to the Parish Council*