

## MINUTES

### CARLTON-ON-TRENT PARISH COUNCIL

#### MINUTES OF THE Extra-Ordinary MEETING HELD ON Monday 23<sup>rd</sup> July 2012 held at 7.30pm at the Village Hall

Present: Mrs R Whate (Chair) Mr T. Cooper (Vice-Chair), Mrs J Clark, Mrs F Jerome, Mr K Smith. Mr N Fletcher Mrs S. Beresford (Clerk) 5 members of the public

1. Apologies for Absence:

Mrs M Eley, Mrs C Rose (District Councillor),

2. Declaration of interest in items on the agenda

Mrs Whate declared an interest in item 3a in respect of being an immediate neighbour to the applicant. Mr Cooper therefore adopted the role of Chair.

3) Planning

a) *Householder application for the alterations and extensions to annex to dwelling - Beck Cottage, Church Lane, Carlton-on-Trent*

All present perused the plans provided. Mr Cooper asked if any Parish Councillors had heard from anyone expressing concern as a neighbour. As this response was negative Mr Copper proposed that the PC support the proposal, Mr Fletcher seconded- all present in agreement therefore the PC unanimously support the application.

Mrs Whate assumed the role again of Chair.

b) Any other urgent planning business

Tree felling and works in the village

Mr Fletcher raised the issue of tree works within the village and how these appear on the planning website, yet the PC do not have notification or be asked to peruse the plans. The Clerk asked to write to NSDC to ask if a tree application involves a tree with preservation status that the PC to be informed.

4) Financial Matters

a) Payment of Village Hall Fees

£3.00 proposed by Mrs Clark and seconded by Mr Fletcher

5) Adoption of the New Standards Code of Conduct

The Clerk has previously circulated the new Code taken from NALC to Parish Councillors to read prior to the meeting. All present agreed to adopt the new Code, therefore this motion passed unanimously. Proposed by Mrs Whate and seconded by Mr Fletcher- all in agreement. The Clerk then distributed the Notification of members interests forms and asked that these be sent directly back to NSDC. The Clerk to inform the Democratic services office that Carlton-on-Trent has adopted the Code and will send a photocopy of the signed document.

6) Housing needs survey

Some Parish Councillors recall seeing the form sent out- assessing housing needs in Newark and Sherwood. The Clerk will put the copy on the notice board.

**Any Other Urgent Business**

a) Lengthsman Scheme

Mr Fletcher and Mrs Jerome attended a meeting at South Muskham Village Hall on Wednesday 18<sup>th</sup> July about the scheme. Mrs Jerome explained the scheme to all present and made the recommendation that Carlton-on-Trent join the scheme for the pilot phase. This would depend however on other interested Parish Councils in our area also joining the cluster. It would also necessitate examining the Insurance cover as the Clerk stated that the PC insurance is currently for small parishes and will only extend cover for one employee- the Clerk. The Clerk will contact NSDC to ask if the cover can be extended. The Lengthsman scheme would require each PC to have insurance up to £5 million public liability. Mrs Jerome stated that this scheme is not the County Councils ploy to escape doing the work to maintain villages. They are keen to get clusters set up for a pilot expected to last until March 2013. At the end of the trial run we would be free to leave the scheme. If the PC chose to remain in the scheme they would need to raise

approximately £1000 from the Precept to pay a contribution. A Lead council would act as administrator for the cluster Councils and employ a person to undertake maintenance works such as digging ditches, cutting hedges etc. They would not be able to fill potholes. One issue raised was that the District Council currently undertakes some of the roles such as litter picking and dog fouling issues- would they cease to be in operation if these schemes materialise? Those present agreed we would wait to hear from the County Council and put this item on the agenda for 7<sup>th</sup> August.

b) Trading standards Lorry Watch

Mr Smith stated that he had spoken to Trading standards and they have agreed to attend a meeting in theory to discuss Lorry Watch. The village is still waiting for signs to go up. Mr Smith explained the reporting system currently in place and identified that Trading Standards wish to pilot a new reporting system with Carlton-on-Trent using a small group of people, following training, to feed to one person who will report the breaches of HGV, if any. Mrs Clark asked what other village's do who have weight restrictions.

The Clerk has put the presentation/Training on the agenda for the 7<sup>th</sup> August subject to confirmation from Trading Standards that they can attend.

c) Clerk resignation

All present aware that the current Clerk has resigned after almost 9 years in the role. Mrs Whate has put the advert for a replacement Clerk in Unity and the current Clerk will put the vacancy on the notice boards. Mrs Jerome will put the vacancy notice in the news letter. The Clerk asked the PC to make the important decisions about how many hours they wished the Clerk to work, how much they would need to raise the Precept to pay for this and more importantly what they required the Clerk to do as part of the role. The current Clerk stated that she did not feel that dividing administrative and liaison roles up with different Parish Councillors worked as feasible model which has contributed to her reasons for leaving the post.

There being no further business, the meeting closed at 20.35pm

Date of next meeting to be 7th August 2012