

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 5th September 2017 at 7.30pm

Present:

Cllr N Fletcher (Chair), Cllr M Martin (Vice-Chair), Cllr J Clark, Cllr L Hopkins, Cllr F Jerome, Cllr R Whate, CCllr B Laughton, DCllr S Michael and T Grimes (Clerk)

1) To consider any apologies for absence

ME gave apologies which were approved.

CCllr BL and Dcllr SM gave apologies for arriving late due to having another meeting prior to this one.

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

MM declared an interest in the clerk's wages and contract.

3) To accept the minutes of the Parish Council meeting held Tuesday 4th July 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

There were no members of the public present but several matters were raised by councillors;

- FJ had been made aware of overnight fishermen on the Wharf leaving their unused bait on the river bank which had been eaten by a dog causing illness. The licences are granted by Hull Angling and Fishing Society (HAFS), but day fishermen have suggested that HAFS do not encourage night fishing and it is likely to be 'poachers'. FJ offered to contact the Society and ask for the signs to be replaced to ensure visitors knew they required a licence, whilst the clerk investigated who policed unlicensed fishing.
- FJ reported that a lorry in the lay by near the village had been moved on having been reported for overnight stays.
- LH noted that the water stop tap cover by April Cottage had been damaged by a mower. The overhanging hedge from The Maltings could cause pedestrians to walk over it catching their footing. It was decided the cover belonged to Severn Trent and LH offered to report the damage.

5) To note any matters arising from the minutes of 4th July 2017

a) Document Archiving

RW reported that the past clerk was unable to help in locating any documents. It was therefore agreed that present material should be sent to the Records Office in Nottingham and if the earlier material comes to light it can be sent to the same place.

b) Narrowing of the Pavements

FJ met with a BT inspector and a member of the public to view the problem and it was agreed that nothing could be done at this location, but BT agreed to be aware of the matter in future works. The clerk reported that Robert Jenrick had been thanked for his letter to BT which initiated this meeting.

RW noted that the youths were still congregating by the Beck, but was informed that the land owner has only just returned from vacation so no signs have yet been displayed. JC reported that Newark & Sherwood Homes were looking into the safety of houses with only one door. In the mean time, in the event of a fire where the outside door is blocked, their advice is that anyone unable to climb out of a window should remain in a room with internal doors closed until the fire service can help escape via a window.

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

This was moved until DCllr SM & CCllr BL arrived.

7) To consider submitting council information for publication in Unity

Several matters were discussed including the cost implication in clerk's time, the level of interest in the information beyond Carlton on Trent and the fact that much of it is out of date by the time it is published.

RESOLVED: Not to submit regular information to Unity
(proposed by MM, seconded by NF, carried unanimously)

RESOLVED: To include the council website and meeting dates in the regular Carlton on Trent article.
(proposed by FJ, seconded by MM, carried unanimously)

8) To sign the clerks new contract of employment

The clerk circulated an updated contract of employment prior to the meeting which encompassed the changes resulting from the resolution in June to pay a fixed number of hours. It was noted that the contract said there would be a pay point awarded for the completion of the CiLCA qualification. The pay point was therefore amended prior to signing and the clerk will be paid at this rate from now on.

9) To review the findings of the Housing Needs Survey and to consider the next step

The results were circulated prior to the meeting. The findings were discussed, particularly the fact that the survey identified a need for three shared ownership houses. Several suggestions were made as to the next steps:

- To invite Miles King and Jill Sanderson to the next meeting
- To vote on whether or not to proceed
- To share the results with residents and ask for comments

RESOLVED: To publish the results in the next newsletter and invite residents to comment at the October meeting.
(proposed NF, seconded MM, carried unanimously)

DCllr SM & CCllr BL arrived at this point.

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

DCllr SM reported that N&S DC services had moved to the new offices and that the following organisations were also renting offices there, providing a one stop shop:
Department for Work & Pensions

National Probation Service

Citizens Advice Sherwood & Newark

Newark & Sherwood Homes

Newark & Sherwood Community & Voluntary Services

These organisations will provide over £200,000 in annual rental.

CCllr BL informed the council that Robert Jenrick was confident funding had been secured for the Newark South bypass and the target completion is 2021.

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

a) Safer Neighbourhoods Meeting

NF and JC attended the meeting. They reported that there had been very little criminal activity in the area since the last meeting.

11) To consider any planning matters

a) Notifications received

i) 17/00959/FUL – Plot 4 Park Farm

The alterations have been approved.

b) Planning applications to discuss

None.

c) Any other planning business

LH noted that loss of light was listed on the N&S DC guidance received in July, as a material planning consideration, despite the paragraph above stating it was not. DCllr SM confirmed this was guidance and all matters could be included in responses.

12) To discuss and respond to the following consultations

a) NALC – Broadband USO

It was felt this would have limited impact at Carlton on Trent, having already got superfast broadband, but many communities would benefit from a Universal Service Obligation (USO).

RESOLVED: To respond in support of the introduction of the USO.
(proposed by NF, seconded by MM, carried unanimously)

NF offered to respond directly via the Government website and the clerk agreed to submit a response to NALC.

13) To note the following correspondence and respond as appropriate

a) Notts ALC – AGM 15th Nov 2017

The information was put in the pack and councillors were asked to inform the clerk if they wished to attend.

b) NSDC – Parish Council Event

The information was put in the pack and councillors were asked to inform the clerk if they wished to attend. It was noted that the change of format removed the opportunity for councillors to comment on, or receive information about the services of the District Council.

c) NALC – Low Carbon Event

The information was put in the pack and councillors were asked to inform the clerk if they wished to attend.

d) Notts ALC – Data Protection Training

The information was put in the pack and councillors were asked to inform the clerk if they wished to attend.

e) British Legion – Poppy Appeal

There were questions raised about whether Highways would allow poppies on lamp posts.

RESOLVED: To purchase four poppies.
(proposed LH, seconded FJ, carried unanimously)

14) To consider and approve any financial matters

a) To approve payments for:

- **Unity Trust – opening balance £500**
- **Notts ALC - training fee £TBC**

- **Poppies - £TBC**

No-one requested training and the poppies will be invoiced when delivered so payments for these were not required.

RESOLVED: To transfer £500 to Unity Trust Bank.
(proposed LH, seconded MM, carried unanimously)

b) To note the following payments :

- **Clerks Wages to August £162.44**
- **Clerks Wages to September £162.44**
- **Laptop £349.00**

Payments were noted.

c) Any other financial matters

i) To note the bank reconciliation

The bank reconciliation and statements were checked and signed by the chair.

ii) To set the village hall fee

The fee was agreed to be 2 hours tonight, making 14 hours on account to date.

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

The clerk put the latest edition of Clerks and Councils Direct in the pack for councillors to read.

MM asked that a litter pick be considered.

The clerk ensured all councillors had seen the email about railway crossing closures most weekends from September to November.

The clerk tabled an email about first aid training and asked if it could be passed to the village hall committee – councillors agreed it should.

RW noted that parking on pavements combined with overhanging hedges was forcing pedestrians to walk on the road. It was suggested that requests to be more considerate were included in the newsletter.

It was noted that the signs dissuading fly tipping in the lay by had disappeared. The clerk was asked to request new ones.

16) To note the date of the next meeting

This will be Tuesday 3rd October at 7.30pm.

The meeting closed at 9.15pm