

**MINUTES OF AN ANNUAL PARISH COUNCIL MEETING OF THE
CARLTON SCROOP AND NORMANTON-ON-CLIFFE PARISH
COUNCIL**

**held on Monday 25 July 2022 at The Village Hall, Newark Lane,
Carlton Scroop**

Present: Cllr J Calder Chair (and interim Clerk)
Cllr J Baines
Cllr J England
Cllr J Worrell

In attendance Cllr I Stokes

Apologies: Cllr S Baker Browne
Cllr J Baines
Cllr A Reed
Cllr A Maughan

| Item | Action |
|--|-------------------------|
| Public Forum It was noted that a cast iron signpost near Sudbrook Road had been knocked down. This would be investigated and reported as necessary. | Clerk |
| Item 1 – Welcome 1.1 The Chair welcomed all to the meeting. | |
| Item 2 -To Receive Apologies for Absence. 2.1 Apologies had been received from Cllrs Baker-Browne, Baines and Reed. | |
| Item 3 - Declaration of Pecuniary Interest & Dispensations. 3.1 There were no declarations. | |
| Item 4 - To Approve The Draft Minutes of the Parish Council Meeting Held on 23 May 2022. 4. The Minutes of the meeting held on 23 May 2022 were approved as a fair and true record of the meeting. | |
| Item 5 - Matters Arising from the Meeting of 23 May 2022 5.1 Matters were contained within the agenda. | |
| Item 6 - To Receive any Reports from District and County Councillors 6.1 Cllr Stokes updated on a range of matters. It was noted that the SKDC bin collection staff were doing a sterling job and effecting early collections to maintain the service during the recent extreme hot weather. It was agreed | Cllr England |

Item

Action

that a letter of appreciation be forwarded to the Chief Executive SKDC. Cllr England volunteered to submit a letter on behalf of Council.

Item 7 – Finance

7.1 Finance Report. The financial report was presented. The financial health of the parish remained good. All items of expenditure since the last meeting were in respect of budgeted items. Reconciled balances were:

| | |
|--|-----------|
| Reserves balance on bank statement at 30 Jun 22: | £8984.54 |
| Current account bank statement at 30 Jun 22: | £8375.86 |
| Total in Bank: | £17360.40 |

7.2 A summary breakdown of performance against budget was in excel spreadsheets held by all Council members. A copy of the Jun bank reconciliation was reviewed.

7.3 Expenditure since that reported at the last meeting:

| May 22 | £ |
|------------------|--------|
| Grass cut 30 May | 134.57 |
| | |

7.4 Bank Signatories. It was agreed that Cllrs Hankinson and Worrell be added to be on-line bank signatories.

Clerk

Item 8 – Carlton Scroop Speed limit Reduction

8.1 The consultation period was finished and further information on the next step was awaited.

Item 9 – Bus Shelter Normanton on Cliffe

9.1 The location for a bus shelter at Normanton had been reviewed and it was found to be unsuitable.

Item 10 – Defibrillators

10.1 Cllr Worrell circulated a defibrillator policy which was reviewed and approved.

Item 11 – Planning Matters

11.1 Residents had questioned whether the conditions applied to planning application S22/0091 were being monitored. Council was unsure what action SKDC was taking to follow-up on the conditions that it had set. Cllr Stokes volunteered to investigate further.

Item 12 - Parish Plan 2022-2027

12.1 The Parish Plan was noted and the accompanying Action Plan was deferred until the next meeting.

| Item | Action |
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| Item 13 - Highways. | |
| 13.1 A few routine maintenance matters were logged into Fix my Street and were being progressed. It was noted that Charity Street was particularly bad for potholes but it appeared that this was not a SKDC priority. | |
| 13.2 It was confirmed that grass cutting was undertaken by Environmental Services which was a separate company within SKDC. | |
| Item 14 - Clerk Recruitment | |
| 14.1 There remained no interest in respect of the clerk vacancy. Cllr Hankinson offered to contact a clerk that she knew and check whether she may be interested in the position. | Cllr Hankinson |
| Item 15 - Parish Council Policies | |
| 15.1 Taking forward policies was deferred until the next meeting. | All |
| Item 16. General Correspondence. | |
| 16.1 Correspondence received was routine and had been circulated for information. | |
| Item 17. Dates of Future Meeting | |
| 17.1 Meetings will be held on the following Mondays: | |
| 28 November 2022 | |
| 30 January 2023 | |
| 27 March 2023 | |
| End of Meeting. The meeting closed at 20.30 hrs | |

J Calder

For Clerk
21 Sep 2022