

**MINUTES OF AN ANNUAL PARISH COUNCIL MEETING OF THE CARLTON
SCROOP AND NORMANTON-ON-CLIFFE PARISH COUNCIL
held on Monday 26 September 2022 at The Village Hall, Newark Lane, Carlton
Scroop**

Present: Cllr J Calder Chair (and interim Clerk)
Cllr B Hankinson
Cllr J Worrell

Apologies: Cllr S Baker-Browne
Cllr J England
Cllr A Reed
Cllr A Maughan
Cllr I Stokes

Item	Action
<p>Public Forum Some general church administration matters were highlighted but these were not for Parish Council attention. . A streetlight was highlighted as not working and this matter was immediately registered onto Fix My Street for attention.</p>	
<p>Item 1 – Welcome 1.1 The Chair welcomed all to the meeting.</p>	
<p>Item 2 -To Receive Apologies for Absence. 2.1 Apologies had been received from Cllrs Baker-Browne, England, Reed, Maughan and Stokes.</p>	
<p>Item 3 - Declaration of Pecuniary Interest & Dispensations. 3.1 There were no declarations.</p>	
<p>Item 4 - To Approve the Draft Minutes of the Parish Council Meeting Held on 25 July 2022. 4.1 The Minutes of the meeting held on 25 July 2022 were approved as a fair and true record of the meeting.</p>	
<p>Item 5 - Matters Arising from the Meeting of 25 July 2022 5.1 Matters were contained within the agenda.</p>	
<p>Item 6 - To Receive any Reports from District and County Councillors 6.1 There were no reports. Cllr Maughan had commented by email on the situation regarding the cherry tree in the Church Green area which was encroaching into a resident’s garden. Policy was that such matters were left to occupants to manage unless the tree encroachment was dangerous. Cllr Maughan had volunteered to talk further with the resident.</p>	

Item

Action

Item 7 – Finance

7.1 Finance Report. The financial report was presented. The financial health of the parish remained good and savings on the clerk's salary offered a further £3000 to be used to take forward the Parish Plan. It was noted that late completion of the AJAR document in the absence of a clerk would likely attract an administration charge. All items of expenditure since the last meeting were in respect of budgeted items. Reconciled balances were:

Reserves balance on bank statement at 31 Aug 22:	£8986.06
Current account bank statement at 31 Aug 22:	£7738.64
Total in Bank:	<u>£16723.70</u>

7.2 A summary breakdown of performance against budget and bank reconciliations was reflected in excel spreadsheets held by all Council members.

7.3 Expenditure since that reported at the last meeting:

	£
26 July 22 Hawthorne Strips – Jubilee Field	105.00
6 Sep 22 Grass cut Environmental SK	134.57

7.4 Request for Assistance. Rev Hadleigh had submitted a request for financial assistance to help fund the annual service of the churchyard mower £115.00 and annual maintenance of the church clock £168.00.

7.5 Decision. It was agreed to fund £283.

Item 8 – Carlton Scroop Speed Limit Reduction

8.1 A works order had been submitted to replace the signage and progress the works.

Item 9 – Planning Matters

9.1 it was noted that SKDC were investigating progress on the planning conditions that were set when planning application S 21/0091 was approved.

Item 10 – Parish Plan 2022 – 2027

10.1 The Action Plan which had been partially updated would be finalised and distributed.

10.2 Bulb Planting. In support of the Parish Plan objectives, it was agreed to purchase numerous bulbs for planting around both villages. Cllr Hankinson suggested Spaldings as a good provider and volunteered to take forward.

Chair

Item	Action
10.3 <u>Decision</u> . It was decided to spend up to £400 to purchase large quantities of bulbs.	Cllr Hankinson
10.4 <u>Defibrillators</u> . In support of the defibrillator objectives, it was agreed to purchase signage to promote the locations of the defibrillators. Cllr Worrell volunteered to take forward the signage issue.	
10.5 <u>Decision</u> . It was decided to spend up to £300 to obtain and put-up defibrillator signage.	Cllr Worrell
Item 11 – Highways	
11.1 Notifications of fly tipping had been reported and cleared by SKDC.	
Item 12 – Clerk Recruitment	
12.1 It was noted that there continued to be a lack of interest in respect of the clerk position.	
Item 13 - Parish Council Policies	
13.1 A list of all Parish Council policies would circulated for councillors to review and update as necessary.	Acting clerk
Item 14. General Correspondence.	
14.1 Correspondence received was routine and had been circulated for information.	
Item 17. Dates of Future Meeting	
15.1 Meetings will be held on the following Mondays:	
28 November 2022	
30 January 2023	
27 March 2023	
End of Meeting. The meeting closed at 20.07 hrs	

J Calder

For Clerk
25 Oct 2022