

**MINUTES OF A MEETING OF THE CARLTON SCROOP AND
NORMANTON-ON-CLIFFE PARISH COUNCIL
held at 19.20 hrs on Monday 28 November 2022 in The Village Hall,
Newark Lane, Carlton Scroop**

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

Apologies: Cllr S Baker Browne
Cllr A Reed
Cllr A Maughan
Cllr I Stokes

Item	Action
<p>Public Forum.</p> <p>There were 5 members of the public present. Defects of a broken streetlight and drain were noted and these would be reported via Fix my Street. Mention was also made of poor condition of the path in Normanton St Nicholas church and this would be brought to the attention of the church PCC.</p> <p>Improving communication for residents unfamiliar with the internet was discussed. To help improve such communication Mr Balfe kindly volunteered to arrange for hard copies of minutes or newsletters to be distributed. Mr H Baines made an offer to trim back the hedges extending from the village hall area which were causing a road safety hazard. This was thought a generous offer and was being referred to the Village Hall Committee for agreement.</p> <p>Item 1 – Planning Matters.</p> <p>1.1 The Chair brought forward the Planning Matters agenda item. Planning Application S22/1291 had been submitted as a follow up to planning application S22/0091. It was requested that the conditions set when the original request was approved be lifted and full planning permission granted.</p> <p>1.2 The Parish Council had raised a representation to SKDC objecting to this request citing that its original concerns remained and had been proven with the passing of time. Additionally, it was highlighted there were resident concerns that promised on-site works in respect of waste water and toilet facilities had not been progressed.</p>	

Item

Action

1.3 The current situation was further complicated as on 28 November the residents at 1A Lodges vacated the premises and relocated the 2 major accommodation units from the site. There was uncertainty over exactly what was the current planning situation and how the exodus of the residents from 1A affected matters. SKDC had been approached for guidance.

Item 2 -To Receive Apologies for absence.

2.1 Apologies had been received from Cllrs Baker-Browne, Reed, Maughan and Stokes.

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 26 September 2022.

4.1 The Minutes of the meeting held on 26 September 2022 were approved as a fair and true record of the meeting. One typo was noted.

Item 5 - Matters Arising from the Meeting of 26 September 2022.

5.1 Bulb Planting. Over the coming days Cllr Hankinson was obtaining bulbs for planting.

**Cllr
Hankinson**

5.2 Defibrillator Signage. Cllr Worrell was progressing defibrillator signage with LCC Highways. It was noted that a number of residents had volunteered to help with the checking of the equipment.

Cllr Worrell

Item 6 - To Receive any Reports from District and County Councillors.

6.1 There were no reports.

Item 7 – Finance.

7.1 Finance Report. The financial report, and an accompanying detailed excel spreadsheet, was circulated in advance of the meeting. The financial health of the parish remained good. It was noted that all items of expenditure since the last meeting were in respect of budgeted items. Reconciled balances were:

Date	Budget (Current acct)	Reserves	Total
31 Oct 22	£7370.07	8990.62	£16360.69
30 Sep 22	£7603.07	£8987.69	£16590.76

Item

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7.2 A detailed breakdown of all transactions, budget performance and bank reconciliations at 31 October and 30 September are contained in the excel spreadsheet supporting the financial report. Within the spreadsheets the current account and the reserves account are shown and reconciled at the end of each month. Expenditure since that reported at the September meeting:

3 Oct - Book of Condolence	£233
22 Nov – Grass Cutting	£403.71
15 Nov – ICO Data Protection subs	£35.00

7.3 Overview. The financial position remains healthy and funds are available to further support the Parish Plan objectives. Savings on clerk salary accounted for an extra £3000.

7.4 Decision. The finance report was approved.

7.5 Precept and budget 2023/24. Council felt that it was inappropriate to seek any inflationary increase to the 2023 precept. It was proposed to keep the precept at £8,900 which was the 2021 level. The budget would mirror the previous year's template.

7.6 Decision. It was decided to seek a precept of £8,900.

Item 8 – Carlton Scroop Speed Limit Reduction to 30 MPH

8.1 A works order had been submitted by LCC to install new road signage.

Item 9 – Parish Plan

9.1 Action Plan. Objectives and matters for attention had been transposed into a working Action Plan for ease of reference and management. The Chairman would update from matters discussed during this meeting and circulate.

9.2 Some objectives from the Parish Plan were discussed. Cllr Baines advised on the need to progress (before March 2023) with the objective to improve Jubilee Field. It was necessary to lay the hawthorn hedge and trim back the beech hedge. Cllr Baines volunteered to effect trimming of the beach hedge albeit he would need some help from volunteers.

9.3 Decision. It was decided Cllr Baines would obtain 3 quotes to lay the hawthorn hedge. Additionally, Cllr Baines would proceed with trimming the beech hedge.

Chairman

**Cllr
Baines**

Item	Action
<p>9.4 The Parish Plan objective to increase communications by community schemes and on-line social media platforms was discussed. There were local resident WhatsApp groups that provided helpful forums. It was noted that it had been intended that the clerk's job description would cover taking forward social media as a comms tool. It was suggested that paying for external help to advise and set-up a social media tool could be a way ahead.</p>	
<p>9.5 Decision. Council would seek to recruit the services of a social media specialist to help improve the communications flow.</p>	A/Clerk
Item 10 – Highways	
<p>10.1 A serious incident where a car had crashed into a cottage at a tight corner just off the A607 leaving Carlton Scroop in direction of Grantham had been reported. A report had been submitted to Highways where it was requested that safety measures be introduced on the corner.</p>	
Item 11 – Clerk Recruitment	
<p>11.1 There remained no interest in respect of the clerk vacancy. Further attempts and advertising to try and stimulate interest would be carried out.</p>	A/Clerk
Item 12 - Parish Council Policies	
<p>12.1 Details of parish council policies for review by council members would circulated post this meeting.</p>	A/Clerk
Item 13. Dates of Future Meeting	
<p>13.1 Meetings will be held on the following Mondays at 19.20 hrs:</p>	
<p>30 January 2023</p>	
<p>27 March 2023</p>	
<p>22 May 2023 (Annual Meeting of Council also Annual Parish Meeting).</p>	
<p>31 July 2023</p>	
<p>25 September 2023</p>	
<p>27 November 2023</p>	
<p>29 January 2024</p>	
<p>25 March 2024</p>	
<p>End of Meeting. The meeting closed at 20.21 hrs</p>	

J Calder
For Clerk
30 November 2022