

CARLTON SCROOP AND NORMANTON ON CLIFFE PARISH COUNCIL

Florence Hill Clerk & RFO

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Minutes of the Meeting of Carlton Scroop and Normanton on Cliffe Parish Council Held at Carlton Scroop and Normanton on Cliffe Village Hall on Monday 14 July 2025

Public Forum

Two members of the public were in attendance.

- A resident raised concerns about the **partial blockage on Howdale Lane**, which was impacting vehicle access. Councillor Thomas responded that the Parish Council had previously raised this issue, and Councillor Bamford agreed to pass the information along.
- **Heath Lane** was raised as a concern due to **numerous dead trees**, especially with increased traffic while the A607 is closed. The need for **advanced warning signage** was stressed due to the history of accidents in the area.
- The **use of a farm track by CallConnect buses** past Normanton and onto Heath Lane was questioned.
- Confusion around **timings for A607 roadworks** was raised. Councillor Bamford reported he is chasing clarification on this matter.
- A resident reported issues at the **first bend towards Honington** on the A607, where kerbstones force drivers into oncoming traffic.
- The **hedge between Charity Street and Newark Lane** was reported as **overgrown**, blocking the footpath.
- **Dead trees opposite Gaynors Cottage (A607)** were also raised as a concern.

Councillor Thomas welcomed **Lincolnshire County Councillor Bamford** to the meeting.

In Attendance:

Councillor Thomas (Chair), Councillors Balfe, England, Hands, Hankinson, and Worrell (Vice-Chair), and Miss Hill (Clerk).

Apologies for Absence:

Apologies were received from Councillors Stokes, H Baines and J Baines.

Resolved: To accept the apologies and reasons given.

25/1. WELCOME REMARKS BY THE CHAIRMAN (25/41)

The Chair opened the meeting at 7.30pm and welcomed all Councillors and members of the public.

25/2. DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATION (25/42)

No declarations of pecuniary interest or requests for dispensation were made.

25/3. APPROVAL OF MINUTES (25/43)

3.1 Councillor Balfe proposed that the Clerk's notes of the Annual Parish Council Meeting held on 19 May 2025 be approved as a true record, which was seconded by Councillor England.

Resolved: The minutes of the meeting held on 19 May 2025 were approved and duly signed by the Chairman.

25/4. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS (25/44)

County Councillor Bamford provided the following updates:

- He is continuing to **investigate issues on the A607**, including roadworks and traffic safety.
- An ongoing **proposal for the reorganisation of Lincolnshire** has been submitted, with a decision expected in November.
- A **community event** is being organised in Honington and Marston on 5 August 2025 to support local engagement.

25/5. PARISH PLAN (25/45)

5.1 Members reviewed the draft Parish Plan for 2025/26.

Councillor Thomas proposed that an additional action be included:

“Ensure members of the public have access to public footpaths and rights of way in the parish.”

Resolved: To include the suggested addition in the Parish Plan.

25/6. CLERK'S REPORT (25/46)

6.1 Members noted the Clerk's report on actions taken since the May meeting.

25/7. FINANCE (25/47)

7.1 Income Received:

Members noted income received as follows:

Received From	Purpose	Amount £
-	-	-

No income was reported.

7.2 Expenditure Approved:

Payments Made:

Payee	Purpose	Amount £
LALC	Subscription	101.20
Buybattery	SID Battery	40.90
Florence Hill	Clerk – June	274.56
Hiscox Insurance Co.	Annual Insurance	611.16
Lee Ballam	Dog bin emptying	131.00
David Warden	Grass cutting	560.00

Payments to be Made:

Payee	Purpose	Amount £
Florence Hill	Clerk – July	274.56
Parochial Church Council	Clock maintenance (Time Assured)	168.00
Parochial Church Council	Mower repair/maintenance	120.00

Resolved: To approve all payments listed above.

7.3 Councillor England proposed approval of the June bank reconciliation, seconded by Councillor Worrell.

Resolved: Bank reconciliation for June was approved.

7.4 Members noted the budget monitoring statement for 2025/26.

Resolved: Statement noted.

25/8. PLANNING (25/48)

8.1 Members noted that planning application **S25/0403** had been rejected at stage one.

The applicant has **28 days to appeal**. If not appealed, the site must be reverted by **3 November 2025**.

25/9. HIGHWAYS (25/49)

9.1 Councillors discussed several local highways issues.

- Issues with **Howdale Lane, Heath Lane, A607 roadworks**, and overgrown hedges were noted during the public forum.
- A **new sign on Hough Lane** creating a **blind spot** will be reported via **Fix My Street**.
- Councillor Worrell noted that **repairs to Heath Lane** used tarmac patches which **stick to vehicles**.
Action: Clerk to report the overgrown hedge and blind spot signage to LCC via Fix My Street.

10. CEMETERY (25/50)

10.1 An **updated digital cemetery plan** is now in place.

Next steps: Update the **Register of Burials** and notify relatives of plot number changes.

25/11. JUBILEE FIELD (25/51)

11.1 Councillor Hankinson reported that the **old lilac tree** requires pruning.

Resolved: Tree to be **cut back to 10 feet** to encourage flowering next year.

25/12. COMMUNITY UPDATES (25/52)

12.1 Carlton Scroop Charities:

A letter from the Chair reported that **Tim Hutton** is stepping down as a nominative Trustee and **Andrew Empson** has been appointed as a co-optative Trustee. The Parish Council was requested to approve Hannah Bayliss as the new nominative trustee.

Resolved: To ratify **Mrs Bayliss** as a nominative trustee.

(Proposed by Councillor Thomas, seconded by Councillor Worrell)

12.2 Finger Posts:

Council agreed **not to adopt** County Council finger posts at this time.

12.3 Highway Signage:

New sign on Hough Lane causing **visibility issues**.

Action: Report to Fix My Street.

25/13. POLICIES AND PROCEDURES (25/53)

13.1 Councillor England proposed, and Councillor Hankinson seconded, that the following policies be approved:

- Risk Management Policy
 - Safeguarding Policy
- Resolved:** Both policies approved.

25/14. CORRESPONDENCE (25/54)

14.1 Members noted all general correspondence circulated since the May meeting.

25/15. DATES OF FUTURE MEETINGS (25/55)

- **Monday 15 September 2025**
- **Monday 17 November 2025**

The Chair closed the meeting at 8.30pm.