

# CARLTON SCROOP AND NORMANTON ON CLIFFE PARISH COUNCIL

Florence Hill Clerk & RFO  
Email [clerk@carltonscroopnormanton-pc.gov.uk](mailto:clerk@carltonscroopnormanton-pc.gov.uk)

Dear Councillor,

I hereby give you notice that the next Meeting of Carlton Scroop and Normanton on Cliffe Parish Council will be held on Monday 26th January 2026 at 7.20pm at Carlton Scroop and Normanton on Cliffe Village Hall. All members of the Parish Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Public Forum: The Parish Council meeting will be preceded at 7.20pm by a public forum for which Councillors are also asked to be present, at which members of the public may ask questions or make short statements to the Council. Members of the public are welcome to stay for the meeting but may not participate unless invited to do so by the Chairman.

Clerk to the Council.

Date: Tuesday 20th 2026

1. **WELCOME REMARKS BY THE CHAIRMAN.**
2. **TO RECEIVE APOLOGIES FOR ABSENCE AND TO RESOLVE TO ACCEPT REASONS GIVEN.**
3. **TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST IN RELATION TO AGENDA ITEMS AND TO CONSIDER REQUESTS FOR DISPENSATIONS IN ACCORDANCE WITH THE LOCALISM ACT 2011.**
4. **APPROVAL OF MINUTES.**
  - 4.1 To resolve to accept the Clerk's notes of the Parish Council Meeting held on 24th November 2025.
5. **REPORT FROM DISTRICT AND COUNTY COUNCILLORS**
6. **CLERK'S REPORT**
  - 6.1 To note the Clerk's report regarding actions from the last meeting.

## 7. Approvals

- 7.1 To review and approve preparation for Assertion 19
- 7.2 Review grass cutting contract based on quote provided
- 7.3 Review dog waste collection contract based on quote provided

## 8. FINANCE.

- 8.1 To note income received as follows.

Received From	Purpose	Amount £
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- 8.2 To resolve to approve expenditure as follows:  
Payments Made:

Payee	Purpose	Amount £
David Ballam	Dog bin emptying	231
Florence Hill	Clerk December salary	282.38
Autela	Payroll services	84
David Warden	Hedge trimming	375

Payments to be made

Payee	Purpose	Amount £
Florence Hill	Clerk January salary	282.38
LALC	Subscription	112.32

- 8.3 To resolve to approve the December bank reconciliation.
- 8.4 To note the budget monitoring statement showing expenditure and income against the 2025/26 budget.

**9. PLANNING.**

- 9.1 To note that the occupants of 1A The Lodges have appealed against the District Council's decision to refuse Planning permission for the continued occupation of that site.

**10. HIGHWAYS.**

- 10.1 To receive Highways reports from Councillors.

**11. CEMETERY**

- 11.1 To consider any issues

**12. JUBILEE FIELD**

- 12.1 to consider any issues.

**13. COMMUNITY UPDATES**

- 13.1 To approve the notes of the meeting with County Councillor Banford on 11 December (previously circulated).
- 13.2 To consider appropriate locations for a seat on the Viking Way to be provided by the County Council.
- 13.3 To receive other community updates from Councillors.

**14. POLICIES AND PROCEDURES**

- 14.1 To consider (1) the Council's Defibrillator Policy  
(2) the Council's Disciplinary & Grievance Procedures

**15. CORRESPONDENCE.**

- 15.1 To note all general correspondence circulated for information since the November meeting.

**16. DATE OF NEXT MEETING**

Monday the 16th of March