

CARLTON cum WILLINGHAM PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held in St Peter's Church Carlton
On Thursday 11 May 2017

Present: Michael Mann, Hedley Francis, Paul Archer
Stephen Roberts, Giles Dobson, Edith Osborn as Clerk,
Andrew Fraser – District Councillor, Richard Turner – District Councillor, Henry Batchelor –
County Councillor.

1 Apologies

Apologies were received from Kate Homan and Mary Maitland

2 Declarations of Interest

There were no new Declarations of Interest.

3 Administration

3.1 Election of Chairman

Stephen Roberts was proposed as Chairman by Hedley Francis and this was seconded by Paul Archer. It was resolved that Stephen Roberts be Chairman until the next Annual Meeting.

3.2 Election of Vice-Chairman

Hedley Francis was proposed as Vice-Chairman by Stephen Roberts and this was seconded by Michael Mann. It was resolved that Hedley Francis be Vice-Chairman until the next Annual Meeting

3.3 Confirmation of Clerk as Responsible Financial Officer

Edith Osborn was proposed as the Responsible Financial Officer by Stephen Roberts and seconded by Paul Archer. It was resolved that Edith Osborn be the Responsible Financial Officer until the next Annual Meeting.

3.4 Publication of addresses on notice board

It was approved that the councillors' addresses would be displayed on the village noticeboard.

3.5 Clerk's salary rates

The Clerk advised that NALC had reached agreement on a new pay scale for the year commencing 1 April 2017. The Chairman proposed that this new rate be approved and was seconded by all councillors.

3.6 Millenium Walkway legal documentation

It was noted that this issue had not moved forward since the last meeting as Thurlow Estate had not been in contact despite requests by Giles Dobson.

4 Minutes of Meeting held 9 February 2017 and matters arising

The acceptance of the minutes of the meeting held on 9 February 2017 was proposed by Stephen Roberts and seconded by Michael Mann.

5 Finance

5.1 The following payments were reviewed:

5.1.1	CAPALC subscription	£ 127.61
5.1.2	Insurance premium	£ 198.31
5.1.3	CGM Group	£ 96.00
5.1.4	CPRE subscription chq 303	£ 36.00
5.1.5	BG Archives chq 304	£ 25.00

Stephen Roberts proposed that the payments were approved and Hedley Francis seconded the proposal.

5.1 Receipts, payments and bank reconciliation for the year ended 31 March 2017.

The Chairman reviewed the accounts and proposed that the accounts for the year ended 31 March 2017 be accepted and Giles Dobson seconded the proposal.

5.2 Annual Return for the year ended 31 March 2017.

5.3.1 Approval of the Annual Governance Statements

The Clerk reviewed each section of the Annual Governance Statements as the Annual Return had been amended as a result of the 2015 Audit Regulations and all the Councillors agreed unanimously each

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section of the Statements. Stephen Roberts proposed that the Annual Governance Statements for the year ended 31 March 2017 be accepted and Giles Dobson seconded the proposal.

5.3.2 Consideration of the Accounting Statements

The Chairman reviewed the figures for the year ended 31 March 2017 and requested any comments.

5.3.3 Approval of the Accounting Statements

Stephen Roberts proposed that the figures agreed above be entered into the accounting statements for the year ended 31 March 2017 and be accepted, and Paul Archer seconded the proposal.

5.4 The receipts, payments and bank reconciliation as at 30 April 2017

Stephen Roberts proposed that the accounts for the period to 30 April 2017 be approved and Giles Dobson seconded the motion.

6 Planning.

6.1 S/1051/17/FL, new extension and garage – 172 Carlton Green Road

The Chairman had attended a joint parish council meeting at which the local planning department manager was present to discuss current applications within the ward. The application was discussed in the context of the size of the application comparable to the current house. The proposed new build had direct contact with the current house, therefore would not be classified as an annexe. A further application would then be required in order for this to happen. Increased traffic flow onto the adjacent road may then be a concern. No objections had been raised to this application by the parish council.

7 Environmental

7.1 S106 money and Indemnity

The Chairman advised that the council's intention was to spend the remaining S106 money on road planings and then on maintaining the Millenium Walkway. He proposed that £1,500 max would be spent on the planings which was agreed by the other councillors. He noted that 6 lorry loads of planings had already been laid and a further 4 lorry loads would finish the job

7.2 Footpaths/road surfaces

The surface of the road on the bend at the old schoolhouse will be repaired but the road will need to be closed in order to do that. 10 weeks' notice is required

7.3 Salt bins/road signs

When Highways attend to repair the road, they intend completing the other jobs within the Parish which are outstanding.

8 General observations or matters for consideration at the next meeting (formerly AOB)

- The Chairman reported that speed indicator devices cannot be used in Carlton Green and Willingham Green as they have national speed limits through them. The devices can only be used in Carlton as it has a 40mph limit. The devices can be sited where they are considered to be needed and it would be helpful for there to be a designated councillor to move them within the village and liaise with the other villages in the scheme. It was proposed and accepted that Carlton be part of this scheme.
- The phone box is now empty ready for the next stage.

9 Proposed Meeting Dates

Parish Council Meeting Dates 2017/18

The Chairman proposed that future meetings be held as follows:

Thursday 27 July 2017

Thursday 9 November 2017

Thursday 8 February 2018

Thursday 3 May 2018 A G M

Thursday 3 May 2018 Parish Meeting

No objections to the proposed dates.

The Meeting closed at 7.55 pm.