

# Carlton Town Parish Council

## Members of the Parish Council

Howard Thomas, Chairman	Little side (☎ 640689)
Peter Dinsdale, Vice Chairman	Town Foot (☎ 640480)
Raymond Brown	Park View (☎ 640409)
Margaret Simpson	Gilders Green (☎ 640200)
Dawn Suttill	Haydn Carr (☎ 640276)
Marina Briggs, Clerk	Quakers Garth (☎ 640058)

## Minutes of Meeting held on 15<sup>th</sup> October 2020

The meeting was held in the Coverdale Memorial Hall Annexe and started at 7.30pm. The meeting was held in line with the government guidelines for social distancing due to the Coronavirus pandemic and a risk assessment and track and trace record were carried out accordingly.

### Those present

Councillors Howard Thomas, Raymond Brown, Peter Dinsdale, Margaret Simpson and Dawn Suttill and the Clerk, Marina Briggs, attended the meeting along with Jenny Walker from the Water Committee and 1 member of the community and District Councillor Sue Fairhurst.

#### 1. To receive apologies for absence

None.

#### 2. To receive any declarations of interest and special dispensations

No declarations of interest were made.

#### 3. To approve the minutes of the Parish Council meeting held on 16<sup>th</sup> July 2020

**RESOLVED:** The minutes from the last meeting were accepted as a true record and duly signed by the Chairman.

#### 4. To receive any public questions, comments or representations

Cllr Sue Fairhurst spoke to the meeting about the proposed reorganisation for a unitary council for North Yorkshire excluding York. She outlined her concerns that rural areas would not benefit from the plan and that the current system worked perfectly well. Another option that has been put forward is to split North Yorkshire into East and West.

**RESOLVED:** The council asked the Clerk to write to NYCC, RDC and the local MP to the effect that they do not see the need for changing the system in the current climate and that energies would be better spent dealing with the pandemic and the challenges of Brexit. However, they wish rural communities to be adequately catered for in whatever changes take place.

#### 5. To receive a report from the Parish Clerk

##### 5.1 Actions from Last Meeting

All actions had been completed or were to be discussed under agenda items.

##### 5.2 Welcome Letters to New Residents

Letter needed for Springfields

**RESOLVED:** The Council asked the Clerk to send a welcome letter to the residents of Springfields

##### 5.3 Items for the December Newsletter

Updated Water Committee List, requests for Coverdale Past website hosts.

#### 5.4 Matters arising

The Clerk informed the meeting that she had received comments that the parking by the village garden was sometimes preventing people from getting into the village garden.

**RESOLVED:** The clerk was asked to purchase a parking sign to be placed by the entrance to the village garden.

The Clerk had received comments that the newspaper box needs mending or replacing.

**RESOLVED:** Howard Thomas to look at repairing the box

The Clerk has received an email asking the parish council to take over the hosting of the Coverdale Past website. This was not considered a Parish Council role and it was suggested that the information could be tagged on to the Community Pub website. A note could also be put in the newsletter to ask for volunteers.

The Clerk had received a request that bonfires could be lit on Melbecks and the councillors confirmed that the bonfire area can be used by the community but must be kept tidy.

#### 6. To receive the Water Report from Jenny Walker and consider any financial expenditure.

Jenny Walker read out the following report:

“Our very longstanding Chairman John Herbert stood down in September after over 20 years of tremendous service to the water committee, thank you very much to John from us all. Howard has taken on the role of Chairman, a noble gesture – thank you Howard.

We are still battling on with the various difficulties imposed by the Covid-19 rules in our lives, but the water supply to Carlton has remained fortunately static and drinkable, if not always clear, since the last report in July.

Raymond has been investigating the function of our Borehole, as well as whether there could be alternative/additional spring supplies in addition to Melbecks.

Water usage was up in the 50-60 cubes/day in the summer holidays and early September, and is now in the 40-50 cubes/day on average in the week.

There was a Meeting of the Water committee on 10<sup>th</sup> August when the Councillors were also present. Peter Dinsdale reported information from the cavers that had investigated the water supply pipes in Melbecks Quarry face that revealed that two pipes are well placed and safe. Further ideas were discussed and the Councillors agreed that we should ask three companies that had sent us reports following visits to Carlton Water supply to present their findings to the Council – Daleswater, Culligans and Yorkshire Water.

Efforts to arrange for Daleswater to come to a Council meeting has not yet been successful and I will expand on this at the meeting.

I would be grateful if the Councillors would let me know how they would like to take this forward.

Culligans are coming to speak to the Councillors and Water committee on Monday 19<sup>th</sup> October, and Marina has sent you their latest quote for their New Filters option, along with the annual service quote for this new equipment, and their reply about the expected lifespan of the various pieces of equipment.

The man from Yorkshire Water who came to do a site visit on 30<sup>th</sup> June has kept in touch. He is available to come to speak to the Council when arranged.”

It was agreed that unless Daleswater come up with an alternative date to visit, that their commitment to the job was questionable.

**7. To receive an update on the registration of Parish Land**

The Clerk informed the meeting that all the paperwork had now been received from Birtles Solicitors and passed on to James Fawcett at McGarry Solicitors. He will check through the papers and advise whether it is worth pursuing further.

**8. To discuss the proposed BT Box in the village garden**

Cllr Thomas, Suttill and Simpson are to meet with OpenReach and Northern Power Grid on the 22<sup>nd</sup> October and will report back after the meeting.

**9. To discuss the defibrillator guardian requirements**

Cllr Suttill has confirmed with YAS that the defib guardian has no liability with regards to the defibrillator, but that regular checks are to be made of the battery and submitted to YAS to ensure its reliability. Cllr Suttill is happy to be the guardian of the defib.

**10. To discuss and consider the Parish financial report****The Clerk gave the following information to the meeting:**

Bank balances as at 7<sup>th</sup> October 2020:

Current Account	£3006.46
Deposit Account	<u>£29973.88</u>
Total	<u>£32980.37</u>

**10.1 Expenditure since the last meeting**

		£
M Briggs	July, Aug & Sept 2020 Salary	680.00

**Income since the last meeting**

		£
HSBC	Interest on Dep A/C	0.82
Foresters Arms	Water Contributions	144.00
Northern Powergrid	Wayleaves Payment	5.74
NYCC	Grass Cutting Payment	28.74

The level of interest in the deposit account is now derisory.

**RESOLVED:** The council asked the clerk to look at possible alternatives for the funds in the HISA but still allowing immediate access.

**10.2 Requests for payment**

**RESOLVED:** The Council formally approved the following invoices that had either been paid but not yet minuted or had not been paid and needed approval before payment

		£
Opus Electricity	Electricity to Water Plant for July, Aug & Sept	453.91
Coverdale Memorial Hall	Hire of Annexe for October & various meetings	48.00
Coverham Churchyard	Grass Cutting Donation	150.00
Waterline Supplies	Diptape & Bag	363.60
Robin Houseman	Strimming services	45.0
Marina Briggs	Whisky for Frank Fletcher	13.00
Amazon	Printer Ink	111.82

**Proposed contributions from business properties towards the water supply**

Contribution from F Dinsdale is the only payment outstanding.

**10.3 Agreement of the Water Plant Buffer Fund**

**RESOLVED:** The Councillors agreed that the buffer fund for the water supply of at least £25,000 needs to be retained particularly in light of the changes needed to the water plant.

**10.4 Half Year Finance Report**

Bank balances as at 30<sup>th</sup> September 2020:

	£		£		£	
Current account at 1/4/20	4846.01	Deposit account at 1/4/19		24462.95	Total at 1/4/19	29308.96
					Unpresented cheques from 2019/20	-2712.68
					Total expenditure for period	-6582.41
					Total revenue for period	2845.72
					Precept	10000.00
					Interest	10.93
					Unpresented Chqs	122.82
Current account at 30/9/20	519.46	Deposit account at 30/9/20		32473.88	Total as at 30/9/19	<b>32993.34</b>

Please see attached a six-monthly budget sheet that details receipts and expenditure and is therefore more detailed than the statement above.

**10.5 Precept Required for 2020/21**

The attached statement of half-year accounts shows actual amounts of receipts and expenditure for the year (in black) as well as amounts of receipts and expenditure to date, ie for six months (in red). The amounts in red will increase but it is a problem to quantify these amounts as costs are always unknown eg amounts of chlorine, spares or maintenance required on the water plant and leakage repairs and therefore difficult to forecast. The red figures are therefore subject to change.

**RESOLVED:** In the light of the expenditure that is going to be required in the coming months and years on the water plant, the councillors asked the Clerk to contact RDC with regards to setting the precept.

**10.6 Council tax bills**

Refunds are due to villagers who are not connected to the water supply.

**RESOLVED:** The council asked the Clerk to send out the usual letters to Mr F Lawson, Sir Gary Verity, Mr A Parr and Mr & Mrs M Suttill.

**11. To receive an update on the grid at Butchers Bridge**

Cllr Brown informed the meeting that the brackets have been received and will be fitted as soon practicably possible.

Cllr Thomas is to investigate a street light at the bottom of the village

**12. To Consider and set the calendar of Parish Council meeting for 2021**

The councillors agreed the calendar which, as always, may be subject to change if councillors are not available for any reason.

**13. To consider items for the next Council meeting agenda in January 2021**

Review of risk assessment and asset register, renewal of the electricity contract for the water plant, water contributions and land letting rates, VAT refund claim and items for the March Newsletter

There being no other business the meeting closed at 9.30pm.

DRAFT

**CARLTON TOWN PARISH COUNCIL ACCOUNTS 2020/21 - HALF YEAR**

<b>RECEIPTS</b>	<b>2020/21</b>	<b>2019/20</b>	<b>2018/19</b>
Precept	10,000.00	10,000.00	10,000.00
Bank interest	10.93	52.58	32.64
Rent	220.00	270.00	220.00
Water contributions	2,130.00	2,088.72	905.00
Water repairs	0.00	0.00	1,500.00
Wayleaves	5.74	5.74	5.74
VAT	0.00	1,507.69	1,103.18
Grass Cutting Payment	28.74	28.74	28.74
Donations	75.00	1,300.88	1,589.29
Refund of overpayment of an invoice	50.00	0.00	0.00
Grants	336.24	888.71	1800.80
<b>Total receipts</b>	<b>£12,856.65</b>	<b>£16,143.06</b>	<b>£17,185.39</b>
<b>PAYMENTS</b>			
Administration	406.37	1,172.18	2,115.01
Clerk Salary	1,560.00	2,767.44	2,767.44
Insurance	510.97	546.72	541.42
Charity / Donations (s137)	150.00	1,328.88	1,643.29
Open spaces	45.00	89.20	191.47
Precept refunds	0.00	332.55	431.51
Water plant costs	3,276.57	8,503.54	2,963.95
Water repairs	0.00	0.00	1,500.00
VAT	633.50	1,595.40	1,059.43
<b>Total payments</b>	<b>£6,582.41</b>	<b>£16,335.91</b>	<b>£13,213.52</b>
<b>RECEIPTS AND PAYMENTS SUMMARY</b>			
Funds brought forward	26,596.28	26,789.13	22,817.26
Receipts added	12,856.65	£ 16,143.06	17,185.39
Less payments	6,582.41	£ 16,335.91	13,213.52
<b>Balance carried forward on 31st March</b>	<b>£32,870.52</b>	<b>£26,596.28</b>	<b>£26,789.13</b>

Red figures are six-month totals and therefore subject to change