

# 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)
David Suttill	Lane House (☎ 640380)
Dinah Alonso-Wilkes	High Barn (☎ 640566)
Marina Briggs, Clerk	Quakers Garth (☎ 640058)

Minutes of Meeting held on 9<sup>th</sup> March 2023

## Those present

Councillors Howard Thomas, Peter Dinsdale, Dinah Alonso-Wilkes and David Suttill and the Clerk, Marina Briggs, attended the meeting along with Jenny Walker from the Water Committee and 2 members of the community.

- 1. To receive apologies for absence**  
Apologies received and accepted for Cllr Brown
- 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 19<sup>th</sup> January 2023**  
**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**  
None
- 5. To receive a report from the Parish Clerk**

### 5.1 Actions From Last Meeting

All actions have been dealt with or are items on the agenda.

### 5.2 To consider renewal of the parish insurance cover

The council is tied into a contract until 2025 with Zurich Municipal and therefore our insurance premium should not be significantly different to last year (£524). It is a bit early for renewal documents but I will circulate these to the councillors once I have received them.

### 5.3 Welcome Letters to New Residents

None

### 5.4 Invoices for water contributions

These will be raised and sent to residents and businesses after the 31<sup>st</sup> March once the billing period has ended.

### 5.5 Correspondence received

None

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

Jenny Walker circulated the following report:

“The water supplied to the residents of Carlton is safe to drink.

Since the Parish Council meeting on 19<sup>th</sup> January there has been some successful activity to stem water leaks in the village. The expected daily water usage of 30-35 cubes/day increased as high as 110-115 cubes/day in December 2022 and over the four weeks up to that January meeting had been at 85-100 cubes/day

On that morning of the last Council meeting on 19<sup>th</sup> January, there was no water supply to the very top of the village. This was probably due to a sudden water leak at the bottom of the village, which was detected and stopped.

In order to restore flow to all the residents of Carlton, the Filters in the Water Hut needed to be bypassed. This also bypasses the chlorination/disinfection process, and a Boil Water notice was delivered to all the houses in the village, advising the residents to boil all water for drinking and the preparation of fruit and vegetables.

The contractors appointed to repair the leak at Butchers Bridge finally came, complete with traffic lights, and dug a hole in the road on Friday 3<sup>rd</sup> Feb. They fixed the leak in the main water pipe that day, the hole in the road was repaired, and the Boil Water notice lifted on Monday 6<sup>th</sup> February. The traffic lights were removed.

Unfortunately, this repair only reduced water usage by 10-15 cubes per day, and Raymond Brown and Peter Hill made a middle of the night assessment of water usage at the different levels of the village.

An eagle-eyed resident noticed water leaking from a second-home property in the middle of the village on 19<sup>th</sup> February. As the owner could not be contacted the matter was referred to the emergency services. The Fire Brigade came and entered the property and found the water leaking from a burst pipe in the loft and they turned off the water supply. The stoppage of this leak immediately reduced the usage by 20 cubes/day. Carlton water usage is currently 50-55 cubes/day.

After the leak at the Bridge was repaired, it has been possible to maintain adequate water supplies to the village from Melbecks. The Borehole was switched off on 8<sup>th</sup> February and has remained switched off.

Electricity usage when the Borehole was switched on was 385-400 kWh per week, and since the Borehole has been switched off it has been 7-8 kWh per week.

The water supply to the Water Hut continues to come from the temporary blue pipes behind the quarry face at the top of Melbecks.

The annual service did not happen as booked because the service parts had not arrived in time due to the Delivery driver having a major breakdown. The parts are now in Carlton and the Culligan engineer is booked to come later in March.”

Concern was expressed for the owner of the cottage with the leak since he cannot be contacted and has not been seen in the village for around two years, Cllr Thomas is to continue trying to reach him.

#### **7. To discuss memorial to QEII and Coronation celebrations**

It was agreed to revisit the memorial at the June meeting.

There are no village plans for the Coronation at present but the Clerk informed the meeting that there was £174 being given by RDC to all parishes. If the funds are not used by the village for the celebrations, they can go towards a Coronation memorial.

**RESOLVED:** The Clerk was asked to accept the funds from RDC.

## 8. Review of Standing Orders, Financial Regulations, GDPR Data Audit and Records Management Policy.

These policies were circulated prior to the meeting.

**RESOLVED:** The councillors adopted the policies and they will be uploaded to the website.

## 9. To discuss and consider the Parish financial report

### The Clerk gave the following information to the meeting:

Bank balances as at 1 March 2023:

Current Account	£6932.73
Deposit Account	<u>£32854.10</u>
Total	<u>£39786.83</u>

### 9.1 Expenditure since the last meeting

		£
Marina Briggs	Jan and Feb Salary	673.40

### Requests for payment

The Council formally approved the following invoices that have either been paid but not yet minuted or have not been paid and need approval before payment

		£
Opus Energy	Electricity to Water Plant Jan & Feb 2023	1014.07
Culligans	Dosing Pump	620.54
Richards Water Solutions	Repair of water leak at Butchers Bridge	3294.00
HSBC	Bank Charges Jan & Feb 2023	21.00
Coverdale Memorial Hall	Hire of Annexe for March Meeting	14.00

### Income since the last meeting

		£
RDC	Grant for Noticeboard	749.25
HMRC	VAT reclaim	885.43

### 9.2 Outstanding Water donations

Barn Acre is still outstanding for last year. This will be chased again when the next invoices go out in April.

Suggestion was made to investigate Stirling Bank for fee free banking.

## 10. To consider items for the May 2023 meeting

Election of Chairman and Vice Chairman, End of Year Accounts, Annual Return, June Newsletter, Parish grass cutting and QEII memorial.

There being no further business the meeting closed at 8.15pm.