Minutes of a meeting of Carleton-in-Craven Parish Council held in the Village Hall on Wednesday the 5th July 2023 at 7.30 pm.

Present: Cllr. P. Holmes (Chair), Cllr. M. Holliday, Cllr. R. Lacey

23.529 **Public Participation Period**

Mrs Jane Taylor (JT) and Mr John Waterhouse (JW) were in attendance. JW provided an update regarding Carleton-in-Bloom works at New Street. The footpaths are in place and planting will take place shortly. A water butt is to be attached to the down pipe of the village store with the kind permission of the owners. JW advised that there was a washing line across the garden and wheelie bins towards the store end which needed to be re-sited.
It was resolved that the clerk write to RN Wooler to request action and advise that the Parish Council was amenable to the bins being placed in a wooden bin store if Wooler's wanted to provide one.
JW left the meeting and JT remained for the duration.

23.530 **Apologies for absence.** – Cllrs. P Gunn and N. Clayton-Stead had provided apologies for their absence.

23.531 **Declarations of Disclosable Pecuniary and Other Interests. –** None declared.

23.532 **Minutes**

23.533 The minutes of the Annual Parish Council Meeting and the Parish Council Meeting held on 31st May 2023 were approved.

23.534 **Progress Reports and Ongoing Matters**

23.535 The debifrillator at the Village Hall was discussed. It was resolved that the Parish Council do not take ownership of the equipment but assist where possible with finance for new pads and batteries. The Clerk will write to the Village Hall Committee and ask for detail about which pads are required.

23.536 The Clerk read out the application for the co-option vacancy. It was resolved to co-opt Mrs Joanne Clark to the Parish Council.

23.537 The Clerk provided an overview of the works requested on the tree in the Plantation and a subsequent notification from a parishioner that a tree on the Recreation ground was obscuring the light on the footpath towards the church. A quotation had been received from Tree Tops Forestry. It was resolved that the works go ahead.

Signature of Chair: _____ Date: _____

23.538 The Councillor Code of Conduct and Standing Orders were discussed. The Clerk advised that these should be reviewed and re-adopted on a regular basis (preferably at the Annual Meeting) by the Parish Council and particularly when a new councillor joins the Parish Council. The code is a useful tool in providing clarity as to the behaviours expected and to protect individuals, other councillors, local authority officers and the reputation of the local authority. It was resolved that the Local Government Association Model Councillor Code of Conduct (2020) be formally adopted by Carleton-in-Craven Parish Council. The documents will be forwarded to all councillors.

23.539 With the recent change in councillors, it was agreed that Cllr. R Lacey and Jo Clark be on the planning committee, replacing Cllr. Dowbiggin. The other sub-committees remain the same.

23.540 **Financial Matters**

New balance as at 19th June 2023
Current account – £25,701.39
Savings account – £1,845.76
Total - £27,547.15

23.541 The following items were approved for payment:
a) NYC – Footway lighting energy account 2022/23 - £1,949.38
b) NYC – Street lighting maintenance in 2022/23 - £167.16
c) Creative Garden Design – June and July grass cutting - £1540.00
d) Clerk – stamps and bins bags for Recreation ground - reimbursement - £9.99
e) CPA Horticulture Ltd – Woodchip for Recreation ground - £590.02

The increased cost of street lighting was noted. It was resolved that the Clerk seek advice as to whether some lights could be turned off during the night to save money.

23.542 **Councillor's Reports and Items for future agenda.**

The Clerk advised that she will investigate planning training for the Parish Councillors.
The Clerk will investigate options for leaf clearance and surfacing under the zip wire on the Recreation ground.
It was agreed that the next meeting take place on Wednesday 30th August 2023.

Signature of Chair:_____ Date: _____