

CARLTON MINIOTT PARISH COUNCIL

Website: www.carltonminiott-pc.gov.uk

Email: clerk@carltonminiott-pc.gov.uk

Telephone Number 07999 627964

Meeting date: 28th September 2026

Chairperson: H Bailey-Chapman

Councillors attended: D Littlefair, J Nickson,

Members of the Public: None

1. **Apologies:** Greg Chapman through till May 2027
2. **To agree the Minutes of the last Parish Council Meeting:** The minutes of the last meeting held on 27th July 2026 agreed by all councillors and signed by the chairperson
3. **North Yorkshire Council Report:** Nothing to report and no update of 4 months. Clerk to ask for a new council contact as we are unsure if Councillor Dadd is still in post.
4. **Clerk's Report:** Interest in clerks position from Kristina Beck. Training to be given by the old clerk, contract and pay scale to be emailed.
The accountant has asked for verification of three councillors, photo identification. It was suggested this should be J Nickson, D Littlefair and H Bailey-Chapman. Copy of IDs were set to H Bailey-Chapman during the meeting for her to action the email request.
Access to the bank accounts is currently not available. This is an urgent issue. July's invoices have been paid but when the clerk attempted to access the account to pay August's invoices the access had been removed. Section 9 statements have been supplied to the bank by H Bailey-Chapman and G Chapman and the bank have confirmed they have received them. Current temporary clerk is working hard to get her access back. This should be within the near future. As soon as access is back clerk will check to make sure the funds are still available, if anything is missing it will be reported the police.
H Bailey-Chapman to get another key cut for the meeting room.
Full clerks report is pending
5. **General Parish Matters:** Empty councillor positions. 2 position free, notices are up, news item on the website requesting new councillors, trustee and committee members for the playing field. H Bailey-Chapman expressed concern over the lack of anyone wanting to volunteer for anything at the moment. Going to put a message out on local facebook sites.
Audit of emails and minutes for any actions that have been missed due clerk transition will be done when everyone is settled into their new roles. Current temporary clerk has already look and doesn't think we have missed any in coming emails. Councillors concerns are about un actioned requests.
6. **Highways:** We have been contacted by Highways asking for information about use of power from council lamp post. H Bailey-Chapman to respond to the email with the two lamp post number the traffic signs are attached to.
Pot holes need to be reported to highways. J Nickson to action the large pot holes near the playing fields. Agreed to request pictures, W3W or issue, blocked drains etc to be emailed to the clerks email so we forward them to Highways.

Yorkshire Water have started work on the 'storm water storage tank' in the village to improve the sewage drainage issue experienced by some people in the village. We are happy to say this is not happening on the playfield but the field next to it. The parish council feel this is the best decision and has avoid a PR disaster for YW.

7. **Planning Applications:** 26/04357/FUL - Vale View Planning Application Consultation
No issues or objections
8. **Planning Decisions:** Planning enforcement. The caravans behind the Dog and Gun have been moved into the position and landscaping work has started.
Ripon Way development still pending, need an update from planning.
9. **Playing Field:** All trustees want to step down. Advert has been put out on local facebook page but no interest expressed yet. This is a developing situation and may mean the parish council have to take on responsibility for the land again. We need to forecast for insuring and maintaining the site in future budget if no one comes forward. We may need legal advise in the future.
Parish was contacted by a football team using the playing field, asking about grass cutting but mower has been fixed so not further action is needed.
10. **Finance:** Pending due to access to banking.
11. **Administration :** Temporary roles for councillor to take on extra duties during transition discussed.
12. **Items for the next Agenda:**