



CHARLTON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON TUESDAY 20th JUNE.
2023 (Draft until approved)

Present: Cllr Mrs J Smith (Chairman) Cllr C Ward (Vice Chairman), Cllr I Smale & Cllr P Wylde

In attendance: E Attwood - Clerk
1 Member of public

1) Apologies for Absence

Apologies for absence had been received from Cllr Lashbrook TVBC & Cllr Donnelly HCC.

2) Declarations of Interest

There were no declarations of interest in items on the agenda.

3) Minutes

Cllrs to approve the minutes from the Parish Council Meeting held on 16th May 2023 as a correct record of proceedings.

Resolved: The minutes of the Parish Council meeting held on 16th May 2023 were confirmed as a correct record and signed by the Chairman. Proposed Cllr Smith seconded Cllr Smale. All agreed.

4) Clerk's Report

The Clerk reported as follows: -

Lengthsman

Funds have now been received from HCC.

Road signs

The missing road sign on Goch Way and the faded signs by the gates on Foxcotte Road has been reported to HCC (on 1st June the faded signs had been replaced but the missing sign had not!)

Charlton Waterside

Pallets to build a bug house were delivered to Charlton Waterside on 1st June (please say if you want any more!)

The new bin and bench have been ordered and will be delivered to Cllr Wylde for fitting.

Internal audit

The audit took place on 25th May and the return has now been submitted. The report for action to take will be handed to the new Clerk.

New Clerk

A new laptop, Microsoft office and McAfee anti-virus licence were obtained at the same time. A £60 error was made in repayment, and this will be rectified in the final pay to my predecessor. This has been noted on the payment schedule.

Previous Clerk

9 day's pay is owed, will be paid in June, and outstanding holiday payment will be made in July.

5) Planning- The following applications have been received

5.1 23/01260/FULLN 69B Hatherden Road Charlton. Ground infill extension and first floor side and rear extensions. – no objection

5.2 23/01332/CLPN 16 Bradwell Close Charlton – lawful development certificate – no objection

5.3 23/01335/FULLN 15 Bradwell Close Charlton – Demolish existing garage and erect detached wheelchair accessible annexe with new parking spaces, no objection.

5.4 23/01382/LBW Bluebell Cottage 111 Charlton Road Charlton–Installation of roof light.

The following decisions by TVBC were noted –

None

11) Finance -

11.1 The bank balance on 31st May 2023 was as follows:

Lloyds current £37393.50

Business Bank Instant £35651.98

Cllrs to consider and approve the financial statement for the period 1st May to 31st May 2023.

RESOLVED: It was resolved to approve the financial statement for the period 1st May to 31st May 2023 as a correct record of accounts. All agreed.

11.2 Cllrs to approve payments to be made.

30) Transfer to CVCA £19.67

31) Refund Clive Ward Toolstation £11.62

32) Refund Clive Ward £86.48

33) Amazon £339.00 Laptop Part 05/06/23 £232.09 Refund H Bourner

34) H Bourner Salary £469.64 Part of 05/06/23 Payment to H Bourner

35) HMRC Tax £117.00

36) H Bourner refund £70.08 Microsoft package

37) Do the Numbers Audit £250.00

38) Refund Jackie Smith Leaving Lunch Heather Bourner £49.01

39) Heather Bourner Exp £18.20

40) Marmax Recycled Products (picnic bench) £792.00

41) Glasdon Litter Bin £642.64

42) Heather Bourner Pay 9 days June £175.40 & Holiday pay July £ £684.00 (less £60 overpayment

43) Bulpitt Print Ltd £585.00 Newsletter

RESOLVED: Payments as outlined above were approved. All agreed.

11.3 Dates to advertise Notice of Public Rights

The notice has been placed to advertise the inspection by the parishioners from 26/06/23 until 04/08/23.

11.4 Asset register

The new laptop will be added to the asset register and Cllrs approved disposing of the old laptop.

12) Correspondence

The Clerk highlighted the following correspondence.

An email regarding the millenia tree which is due to be replaced in November.

An e mail requesting to a memorial bench is placed in Carters Meadow. The clerk will write back advising them to contact the resident's association as they managed the land and send a picture of the proposed bench.

An e mail requesting sign to direct parking for Charlton lakes to discourage cars entering the close. This is outside the Parish Council remit and has been passed to the local authority. Concern has been expressed from a resident about all the juggernauts and So Recycle lorries coming through the village. HCC and TVBC are both fully aware. Cllr Lashbrook has contacted the resident.

13) Close of Meeting –The meeting closed at 8.00 pm

The next meeting of the Parish Council will be held on Tuesday 18th July 2023, 7.45pm, in the Foxcotte room at St Thomas Church, Charlton.