

## Carlton Water Committee (Funding & Management)

### Water Committee Members

Peter Dinsdale (PC Chair)  
Stephen Pritchard  
Claire Hodgson  
Dan Dent  
Jess Dinsdale  
Marina Briggs  
Carol Brown, (PC Clerk)

### Minutes of Meeting held on Monday 17th November 2025 at 7pm at Coverdale Memorial Hall Annex

#### Those present:

Peter Dinsdale (PC Chair), Stephen Pritchard, Dan Dent, Jess Dinsdale, Claire Hodgson and Carol Brown (PC Clerk).

#### 1. Minutes from the meeting held on 9th September 2025

Minutes of the previous meeting held on 9th September 2025 had been circulated prior to the meeting and were approved and signed and will be placed on the website.

#### 2. Apologies for absence

Apologies were received from Marina Briggs.

#### 3. Update on works and quotes

Peter informed the committee that the tanks were now installed and planning permission had been received from the Yorkshire Dales National Park (YDNP). He stated that the process had been more difficult than planned as parts had come wrong, the elbow supply had not been as expected and poor weather conditions.

**ACTION:** Carol informed the committee that two invoices had been received from H & H, one for £7604.50 and the other for £1252.46 for fittings for the water tanks. Peter stated that he thought these invoices were extras and not included in the original quote either from H & H or J Ellerton, however he would enquire further. Carol to forward these invoices to the committee. Stephen to put on the cash flow forecast.

**ACTION:** We are still awaiting the final invoice from J Ellerton for the tank installation. Carol will forward this as soon as it is received. The original quote from J Ellerton will be needed for the Public Works Loan Board (PWL) application.

**ACTION:** The working water committee have asked for an automatic variable chlorine dosing system which alters the chlorine automatically, which will help lessen the hours needed to monitor the plant. A quote has been received from H & H regarding a telematics system of approximately £10000.00. Carol stated that there would also be an annual recurring cost for subscription for the system which would also need to be factored in to the costings, however this is unknown at the moment until a system is decided upon. Claire stated that funding is available from the YDNP but we would have to show environmental factors. Claire to investigate further.

**ACTION:** A meeting still needs to be arranged with James Fawcett at McGarrys solicitors to sort out the Heads of Terms (Easement) re: The Suttill family supply. Dan has stated he will do a plan of the plant for Raymond Brown and Peter Dinsdale to take to the solicitors. It has been suggested that the Parish Council pay the Parish Council costs and the Suttill's costs, however until the Heads of Terms are decided, this would all need to be approved by the Parish Council first.

#### 4. Survey Results and Comments

The public consultation period ceased on the 9th November and Carol had collated all the results from the survey, which had been forwarded to the committee prior to the meeting.

#### 5. Results from the new precept calculator

**ACTION:** The next Parish Council meeting is on the 25th November 2025 and a business case would need to be presented as well as a cash flow to show the budget for next years precept spend. A 50% increase on last year's precept plus £2400 for the loss of business income from Holiday Let Businesses that have either been sold or moved to a long term tenant arrangement, would be suggested. Carol to provide Stephen with updated costs for the cash flow. Dan and Stephen to compile cash flow and business case for the Parish Council meeting.

Carol stated the Parish Council financial position as of 17th November 2025 was as follows;

Current Account - £1789.46

Deposit Account - £55069.54

**ACTION:** The yearly Vat refund that the Parish Council receives would not be received until March/April 2026. Stephen asked if Carol could provide an estimate of the Vat refund based on the costings so far.

#### 6. Recommendations to the Parish Council (Loan v's Voluntary Contribution)

All committee members were in favour of the PWLB option following the survey results and would recommend this option to the Parish Council rather than the one off voluntary payment of £750.00.

#### 7. Proposed Resolution for the Parish Council

The Parish Council, if they choose the PWLB option would then need to make a resolution as follows:

*'It was RESOLVED to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £75,000 over the borrowing term of 5 years for the Carlton Community Water Supply Project. The annual loan repayments will come to around £17,000'.*

*'It is also intended to increase the council tax precept for the purpose of the loan repayments by 50% which is the equivalent of an additional £103 a year for a Band D property. This has been subject to a precept increase consultation which evidences substantial majority support for the project and for a precept increase'.*

#### 8. Next Steps to apply for permission to borrow (if that is the route recommended)

If the Parish Council, decide to make a resolution to seek approval for the PWLB loan of £75000.00 the next steps would be to contact Sheena Spence at Yorkshire Local Councils Association (YLCA) to obtain an application form. The cash flow forecast/budget, the minutes of the meeting when the resolution was made by the Parish Council, details of the public consultation process as well as a business case would need to be prepared alongside filling in the application form. This would then be sent to YLCA for approval.

The funding and management committee will await the Parish Councils decision at the next meeting on Tuesday 25<sup>th</sup> November 2025 as to whether to proceed.

**9. Legal Advice**

**ACTION:** Two quotes had been received from Clive Mottram at Weightmans for £2250.00 plus vat and a Dr M Bowes (Barrister) for £4500.00 plus vat for advice regarding the legality of enforcement of water bills to businesses. Carol stated that she had spoken to Sharon Hudson at North Yorkshire Council (NYC) about the quotes and she had assured Carol that NYC would provide a grant to cover the costs. Sharon Hudson asked that the water committee make initial contact with the firm of their choice and NYC would cover up to £20000.00 towards legal fees. Carol to forward quotes to the Parish Council for consideration.

Meeting closed at 8.50pm.

**ACTIONS ARISING FROM THE MEETING**

<b>ACTION</b>	<b>RESPONSIBILITY</b>
Forward H & H Invoices to committee	Carol
Forward invoice from J Ellerton once received to committee	Carol
Investigate grant from YDNP for telematic system	Claire
Plan of plant for solicitors	Dan
Prepare Cash Flow and Business Case	Stephen/Dan
Prepare Vat estimate for cash flow	Carol
Forward quotes for legal advice to Parish Council	Carol