

Carlton Town Parish Council

Members of the Parish Council

Peter Dinsdale, Chairman	Town Foot (☎ 640480)
Raymond Brown, Vice Chairman	Park View (☎ 640409)
Howard Thomas	Little side (☎ 640689)
David Suttill	Lane House (☎ 640380)
Dinah Alonso-Wilkes	High Barn (☎ 640566)
Carol Brown, Clerk	Park View (☎ 640409)

Minutes of Meeting held on 20th March 2025

Those present:

Councillors Peter Dinsdale, Raymond Brown, Howard Thomas, Dinah Alonso-Wilkes and David Suttill and the Clerk, along with Jenny Walker from the water committee, and 5 members of the community.

- 1. To receive apologies for absence**
No apologies were received.
- 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 30th January 2025**
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 received.
- 5. To receive a report from the Parish Clerk**

5.1 Actions from Last Meeting

All actions had been dealt with. Councillor Brown asked if Councillor Alonso-Wilkes could assist the clerk with investigating a new bin and signage for dog fouling, which she agreed to. The village garden was still ongoing with the need for wooden fence and posts and inspection of the stonework on the bridge.

RESOLVED: Councillor Dinsdale to inspect and report with his findings.

5.2 To consider the renewal of the Parish insurance cover

The council is tied into a contract until May 2025 with Zurich Municipal. The Clerk informed Councillors that it was a bit early for renewal documents, but these would be circulated to the councillors once they have been received.

5.3 Review of the Clerk's salary and hours

The Clerk informed the meeting that she started working as Parish Clerk on 1st August 2024 with a starting rate of pay of £13.50 per hour for 6 hours per week, and under normal circumstances the Clerk can comfortably fit the council workload into the contracted 6 hours. However, in recent months the hours worked have been considerably more than that – more in the region of a minimum of 10 hours. Considering the establishing of a new subcommittee which will require minutes etc, the Clerk requested that her hours be increased to 10 hours per week. These can then be reviewed again to bring them back down to the 6 hours or lower depending on the outcome of the new subcommittee.

The current salary range for a parish clerk and Responsible Financial Officer for this size of council (LC1) is £12.85 to £15.58 per hour.

RESOLVED: The Clerk offered to leave the room for Councillors to discuss the request however the Parish Council asked the Clerk to stay and agreed unanimously to increase the Clerks hours to 10 hours per week.

5.4 Welcome Letters to New Residents

New residents at Rover View – Liam Rabjohn and Tigan. Clerk to send welcome letter.

5.5 Invoices for Water Contributions

The Clerk circulated the finance report to Councillors prior to the meeting listing Agricultural buildings and Business properties who have been asked for contributions towards the water supply in the past. The Clerk has requested information from North Yorkshire Council for an up-to-date list of business properties to ensure all properties are included but as yet have not received this information. The Clerk asked for the Parish Council to confirm that the amounts to be charged are correct. After discussion it was decided to raise contributions for troughs and agricultural buildings as follows:

J Simpson	Agricultural Buildings	£600.00
P Dinsdale & Son	Agricultural Buildings	£200.00
R Suttill	Agricultural Buildings	£150.00
R Utley	Cattle Trough	£75.00
M Horner	Cattle Trough	£75.00
M Suttill	Cattle Trough	£75.00

Donations from business properties in the village are also due for the past year 1st April 2024 to 31st March 2025. The Clerk asked the Parish Council to confirm that the amounts were correct. After discussion it was agreed unanimously to raise the water contributions for each property to £600.00 per year. Ghyll Farm to be charged £400.00 after discussion with Mr Dent.

These will be raised and sent to residents and businesses after the 31st March 2025 once the billing period has ended and an up-to-date list of business properties received from North Yorkshire Council. Councillor Dinsdale to write an accompanying letter explaining the reasons for the increase.

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

Jenny Walker gave the following report:

Water Report for Parish Council 20th March 2025

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

Following my report for the Council Meeting on 30th January this year, Lee Richards and his team came to Carlton to repair the leaks in the Mains pipe on 4th and 5th February. One leak outside Melbeck studio and the leaks opposite the telephone box were repaired, but water usage only dropped to 60-65 cubes/day for two days. The road was reinstated on 7th February, and on 8th February usage jumped to 107 cubes a day. This high usage persisted and a further leak was identified just below the recently mended leak at Melbeck Studio. Unfortunately, Richards Water Solutions could not return for over two weeks.

During this time the water went through the first two filters and partially bypassed the third filter. This kept the water flowing adequately and was chlorinated. Usage steadily increased to 117 cubes/day, the reservoir was not filling properly and by the evening of 24th February the water pressure was inadequate to maintain flow up the village. Fortunately, Raymond was able to manoeuvre the flows and restore enough

volume to keep both halves of the village supplied until Lee and his team returned on Wednesday 26th February. Two further leaks were found in the 7-metre section of cast iron pipe mains pipe just below the previous leak at Melbeck Studio. This section of cast iron pipe has now been completely replaced, joining plastic pipe from their first repair to plastic pipe of a previous repair at Middleham House. A new plastic connection to the galvanised supply pipe to Melbeck Studio was also fitted.

Water usage immediately fell to 35-38 cubes/day for a few days. Usage then steadily rose and for the last two weeks has been 45-47 cubes/day.

The engineer came from Culligan on 26th February and looked over the equipment for which there are no spare parts. He serviced the chlorine dosing pump and moved the dosing point to improve chlorination in case there are further leaks.

The water entering the Hut is now being filtered by all 3 filters, Melbecks water is as clear as it gets, and the borehole has been switched off for nearly 3 weeks.

The fencing round the Water Hut compound was completely down in a couple of areas due to half a dozen rotten fence posts and was not stock, dog or child proof. Thanks to Pete Hill for making some temporary repairs for now.

Those of us who volunteer and help with the water supply and those who cut the grass verges in the village had a very good meal at the Foresters Arms earlier this month, courtesy of the Parish Council, thank you.

I am still concerned about the ability of our Water treatment system to continue to produce adequate safe water for the residents in the village of Carlton, and I look forward to hearing about the planned future action, thank you.

Jenny Walker, on behalf of Carlton Water Committee

Jenny Walker also informed the Parish Council that Culligans had serviced the chlorine dosing pump only and the plant was using one litre of chlorine per day. Councillor Dinsdale asked if Carol Little could be contacted to come and test the water monthly to ensure the water supply is meeting all regulations. Councillor Brown agreed that due diligence needed to be carried out.

RESOLVED: Clerk to contact Carol Little.

Jenny Walker asked what the plan was for the plant. Councillor Dinsdale stated that H & H had been agreed as contractors to provide the new plant at the last Working Water meeting and JR Ellerton had been agreed to provide the tanks. Councillor Dinsdale had been in touch with H & H regarding scavenger filters and the resulting brine, which had been discussed at the Working Water Committee meeting.

RESOLVED: Councillor Dinsdale to contact H & H and JR Ellerton for an up-to-date quote which would need agreeing by the Parish Council.

Jenny Walker also asked the emails which had been received from Tim Shakesby regarding offering help.

RESOLVED: Councillor Brown to contact him.

Councillor Dinsdale also informed the Parish Council that the meeting with Callum McKeon and Sharon Hudson from North Yorkshire Council and Councillor Karin Sedgewick had gone very well, offering help and support. He also requested that meetings with both the Working Water Committee and the Funding Water Committee would need to be arranged.

RESOLVED: Clerk to arrange meetings.

7. To Review the Standing Orders, Financial Regulation, GDPR Data Audit and Records Management Policy

The policies had been circulated to the councillors prior to the meeting. All were duly adopted.

RESOLVED: The policies are to be uploaded to the Council website.

8. To discuss and consider the Parish financial report

The Clerk gave the following information to the meeting:

Bank balances as at 17th March 2025:

Current Account	£14021.90
Deposit Account	<u>£39463.72</u>
Total	<u>£53485.62</u>

8.1 Expenditure since the last meeting

		£
Carol Brown	Clerks Salary Jan & Feb 2025	561.60
Richards water Solutions	Mains Repair	8262.90

Requests for payment

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

		£
NYC	Section 50 Licence x 2	240.00
Sir G Verity	Precept Refund	245.16
F Lawson	Precept Refund	245.16
M Suttill	Precept Refund	245.16
H Parr	Precept Refund	207.45
HSBC	Bank Charges Jan & Feb 2025	25.00
EDF Energy	Electricity to water plant Jan & Feb 2025	704.81
The Foresters Arms	Water Committee & Grass Cutters Meal	642.50
Richards Water Solutions	Mains Repair	3840.00

Income since the last meeting

		£
HMRC	VAT Refund	1914.50

The Clerk informed the Parish Council that the quote received from Richards Water Solutions for £3750.00 + Vat for the second emergency leak repair to the mains had been approved at the Working Water Committee meeting in February 2025 as three Parish Councillors were present and represented a quorum. Councillor Brown had managed to negotiate a lower cost of £3200.00 + Vat after discussion with Lee Richards.

8.2 Outstanding refunds on Water precept

All are paid and up to date. The Clerk has written to Mr Slingsby at West Highfield Farm, but no reply has been received.

9.1 Carlton Methodist Chapel

A letter had been received from Mr A Dent apologising for the cutting down of trees at the Methodist Chapel. Mr Dent explained that he did not know that the Parish Council owned the land and needed permission. Councillor Thomas informed the Parish Council that the

electricity board normally comes about every two years to cut back the trees to avoid damage to electric lines.

A suggestion was made by a parishioner of the possibility of selling Parish Council land to fund the new water plant. Councillor Dinsdale stated that the land in front of the Chapel was classed as open space by the Yorkshire Dales National Parks.

A suggestion was also made about the possibility of moving the water mains behind the houses rather than going under the road. This would be costly but could be looked at in the future.

9.2 Melbecks Track and Wall

A request had been received from Mr A Morson regarding the track up Melbecks. He has asked the Parish Council for permission to stone, level and compact the wheel ruts that have appeared up to the crossing point on the beck causing vehicles accessing the track to sway and risk collision with vehicles and posts. Councillor Suttill stated that the track needs levelling up to the Water Treatment Plant as access would be needed when the new plant is put in. Jenny Walker stated that the water pipe along the track is very superficial, and it would need extreme care when doing this. Councillor Suttill also stated that the track is classed as a C road and needs maintaining.

RESOLVED: Councillor Suttill and Mr Morson to repair track.

Mr Morson also asked if a section of the dry-stone wall that had collapsed into the track could be repaired by the landowner.

RESOLVED: Mr A Dent to repair dry-stone wall.

An email had also been received from Alison Crocker regarding two trees on her land. It has been suggested to her that she have these cut down as the roots could cause a problem with the flow of the stream and has asked for Parish Council advice. After discussion it was felt that as the trees are on her land it was not the concern of the Parish Council.

RESOLVED: Councillor Thomas to speak to her.

10. To consider items for the Annual Parish Council meeting agenda on 8th May 2025

Election Chairman and Vice Chairman, End of year accounts, Annual return, June newsletter and Parish Grass Cutting.

There being no further business the meeting closed at 9.40pm