MINUTES OF THE PARISH COUNCIL MEETING HELD

 **IN THE COMMUNITY 7 March 2016**

**PRESENT:** Chairman P. Weaire Cllr. S. Brown Cllr. J. Ward

 Cllr. J. Metcalfe Cllr. T. Macaulay

**In attendance:** Alison Hack, 1 member of the public.

**This meeting was recorded under file PCMarch16**

1. **APOLOGIES**: Cllrs. J. Emsley, C. Lis and D. McGonnigal

1. **DECLARATIONS OF INTEREST** **–** Cllr. Weaire declared an interest in the library.
2. **To confirm the Minutes of the Parish Council Meeting held on 7 December 2015 and review matters arising**

**The Minutes** of the meeting of 1 February having been circulated were proposed by Cllr. Ward, seconded by Cllr. Metcalfe and approved by the meeting as an accurate record and were duly signed by the Chairman.

1. **Stories in Stone Project** – to discuss possible activities – Cllr. Metcalfe is in discussion regarding this with the Chapel le Dale group.
2. **Improvement to Square including signage to prevent overnight stay** Cllr. Weaire reported the Village Action Team had asked CDC for confirmation as to the Parish Council’s powers for measures in the Square and hoped to hear more at their meeting tomorrow night. Discussion followed on the possibility of installing a feature in the Square. Cllr. Metcalfe proposed the Parish Council should support the siting of bollards to restrict parking and signage to prevent overnight stay in the square, this was seconded by Cllr. Macaulay and agreed by the meeting.

**4. REPORTS**

**Police** – In the absence of a police representative there was no report.

 M. Sutton – B4RN Project – M. Sutton reported on the progress of this project which was going very well. He had been advised by Cllr. Metcalfe that Ingleton Parish Council could only support the laying of ducting along the viaduct if nearby residents are consulted. The group had incurred some costs and Cllr. Macaulay proposed that a donation of up to £250 be given in this financial year, and potentially next year if required. This was seconded by Cllr. Brown and agreed to by members.

1. **ADJOURNMENT** **for questions/items for attention raised by members of the public or Councillors.**
2. **Blue Bins** – Cllr. Brown commented on the practice of the bin men in her area tipping the contents of the blue bag into the blue bin on collection day, although other members commented that their waste was collected by two different lorries.
3. **Pharmacy** – Cllr. Macaulay asked for further information on the threatened cuts and the Chairman confirmed that a further cut of 6% was pending. It was proposed by Cllr. Metcalfe and seconded by Cllr. Ward and agreed that the Clerk should write to the MP to protest.
4. **River Fouling** – Cllr. Ward raised the issue of the recent clouding of the river and the Chairman confirmed that this had been reported to the Environment Agency who had inspected the site and ascertained that the quarry was responsible and had been due to a faulty pump.

**6. PLANNING**

**45/2016/16642** change of Use from Pet Shop to Tattoo Studio

 17 The Square, Ingleton via Carnforth LA6 3EG

**45/2016/16605** Listed Building Consent for Proposed New Porch to West Elevation, Replacement Windows,

 Internal Re-ordering and replacement of finishes, installation of Few French Drain and Replacement Garage Door

 Witham, Old Road West, Ingleton via Carnforth LA2 8HZ

**45/2016/16610** Removal of 1st Floor Annex to Rear Bedroom and Replace with Balcony. Fittted UPVC Door and Casing To Existing Opening in keeping with rest of Property

 38 High Street, Ingleton via Carnforth LA6 3AF

**45/2016/16676** Erection of Porch Lean-To at the Rear of the Property

 1 Malt Dubs Close, Ingleton, Carnforth LA6 3DZ

**There were no objections to the above applications**

**45/2015/16500** Outline Application With All Matters Reserved for Proposed Residential Developments With Access

 from Back Gate, Ingleton

**The members objected to this application due to drainage problems it would be likely to cause and access remained awkward on to Back Gate. It was also felt that the village had sufficient affordable provision in the area already.**

**7. MATTERS ARISING – Items for discussion from Circulation Documents**

 **a) Standing Orders** – to review – it was agreed that this matter should be discussed at the next meeting.

 b) **1940s Weekend** – It was agreed that this group be given permission to use the Square and Park for their event.

**8. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** Cllr. Ward reported two broken seats in the park and the Clerk was requested to see to their replacement. It was agreed by members to accept Howsons quote for installing light sensors inside the park toilets for £220 plus VAT. The Clerk was requested to clarify the quotation for the installation of hand driers and sinks in the Community Centre car park toilets.
2. **The Brow –** The Clerk reported on the site meeting with the tree officer regarding a beech on the brow and it was agreed to follow his recommendation for reduction of branches and the Clerk will submit a planning application.
3. **Highways** – Cllr. Ward reported a serious pothole near Tansy Terrace, and Cllr. Metcalfe some potholes on the A65 near Cold Cotes. This together with the subsidence near the Main Street/A65 junction will be reported by the Clerk.
4. **Street Lighting** – Cllr. Weaire reported two lights out in Central Gardens and Cllr. Ward also mentioned a light out in Burnmoor Crescent which the Clerk will report.
5. **Ingleton Community Centre** – Cllr. Weaire reported on the progress with the library business plan and confirmed that a consultation survey had been produced and was being circulated.. The Clerk reported that the free wifi provision from Barclays was nearing completion.
6. **Cold Cotes/Chapel le Dale –** Cllr. Metcalfe reported that Cold Cotes were looking to get a team together for the B4RN project.

**9. To receive information and where applicable decide further action on the undernoted ongoing issues**

 **a) Pump Track** – Cllr. Metcalfe reported that tenders for this had been sent out and were deadlined for 26 March after which they would be assessed and scored, the final design chosen and public consultation would be in early/mid April. He also reported on discussions with the iCentre on boundary fencing for the site. Depending on the cost of the project, which will be more clearly known once the tenders are in, it may be that the Parish Council may have to consider obtaining a short term loan to meet the funding gap.

 **b) Village Action Team** – the Chairman reported on the works progressing in the community centre car park and the other proposals under this scheme. Cllr. Macaulay complained strongly about the lack of community involvement and vision regarding this project to which the Chairman objected. Cllr. Metcalfe stated that these issues were not within the remit of the Parish Council and should be referred to the Village Action Team. There will be a meeting of the group tomorrow.

**10. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS**

No report

**11. CORRESPONDENCE**

Emails

3/2 CDC re improvement works to car park

5/2 NYCC police speed response form re Low Demesne

8/2 Ingleton Village Action Team

8/2 1940’2 Weekend Figures

10/2 CDC re works to car park

11/2 YLCA Warm and Well information

16/2 Don Gamble re Stories in Stone

17/2 YLCA Revised Financial Regulations

18/2 YLCA Right of Local Councils to appeal Planning Decisions

18/2 NALC Digital Councils Event

17/2 YLCA Revised Model Financial Regulations

19/2 YLCA NALC Digital Council Meeting

25/2 NYCC Police Response to Low Demesne Speed complaint

29/2 NY Police response to parking issues

2/3 D. Gamble re Stories in Stone Project

7/3 D. Gamble re volunteers for Thorn

7/3 Ingleton in Bloom re village signs **It was agreed the Clerk should respond**

Dropbox

 1/2 CDC Local Plan

 3/2 Folk Weekend request for Donation

 3/2 Playgroup Quiz night

 11/2 1940s Group re permission to use Square and park

 11/2 J. Smith MP response to letter re Settle Pool

 12/2 Howsons Quotation for Light Sensors Park WCs

 26/2 Howsons Quotation for installation of hand dryers and sinks in CC car park

12. REPORTS

1. **Chairman** – No report
2. **Footpaths Committee** – The Chairman reported on the recent meeting.
3. **Clerk** - **Parking Enforcement** – the Clerk had written to Harrogate but as yet received no reply

 **Post Office** – The Clerk had contacted the area manager who had confirmed that the relevant department was considering the installation of a Post Office in the local Coop and would let her know of any progress

 **Dog Warden** – The Clerk confirmed the dog warden had left CDC but was in contact with their environmental department regarding this issue.

 **VAT Refund** the Clerk reported that the claim for the first six months of the financial year had not been paid, due she understood to the office being closed due to flooding. She was advised by members to write to the MP.

1. **Swimming Pool** – No report

### 13. FINANCE

**a) To authorise signing of orders of payment**

Cllr.Metcalfe proposed and Cllr.Macaulay seconded and it was agreed that the undernoted invoices be paid:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 138 | 23 | dd | Eon | Street Light Supply | 408.26 |
| 139 | 18 | dd | SSE | WC Park Supply | 169.18 |
| 140 | 2 | dd | A. M. Hack | Clerk Telephone | 28.32 |
| 141 | 17 | 111 | J. Collier | Market Commission | 67.20 |
| 142 | 20 | dd | MHG Building Ctrs | WC Cleaning | 1218.00 |
| 143 | 1 | dd | A. M. Hack | Clerks Salary | 638.35 |
| 144 | 13 | dd | A. M. Hack | Ink Cartridges | 23.90 |
| 145 | 7 | dd | Horton Ldspg | Central Gardens | 78.00 |
| 146 | 23 | dd | Eon | Street Light Supply | 381.92 |
| 147 | 30 | dd | YLCA | Subscription | 530.00 |

**Community Centre**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 137 | 374 | PK Roofing | Fire Door | 346.48 |
| 138 | DD | SSE | Elect Supply | 435.91 |
| 139 | DD | SSE | Elect Supply | 12.39 |
| 140 | DD | Talktalk | Phone | 37.76 |
| 141 | 375 | M. Rogerson | Windows | 80 |
| 142 | 376 | YPO | Batteries | 68.34 |
| 143 | 377 | Olympia | Cleaing Spp. | 21.6 |
| 144 | 378 | Builders Supply | Supplies | 6.13 |

Staff costs amounted to £2087.74

1. **To consider donation to 1940’s weekend 2016 -** It was proposed by Cllr. Metcalfe and seconded by Cllr. Ward and agreed that £750 be donated to this event.
2. **To approve Yorkshire Audit as internal auditor for 2015/2016** Cllr. Macaulay proposed another auditor be appointed but had no support from members. It was proposed by Cllr. Metcalfe, seconded by Cllr. Ward and agreed by all with the exception of Cllr. Macaulay that Yorkshire Audit be appointed.

# 13. ANY QUESTIONS/ITEMS FOR DISCUSSION -

The next Parish Council Meeting will be held on Monday 4 April 2016 at 7pm at the Community Centre.