MINUTES OF THE PARISH COUNCIL MEETING HELD

**IN THE COMMUNITY 2 May 2018**

**PRESENT: Chairman** P. Weaire Cllr. J. McKenzie

Cllr. D. McGonnigal Cllr. M. Howson

Cllr. J. Metcalfe Cllr. T. MacAulay

Cllr. C. Lis OBE

**In attendance:** Alison Hack, 2 members of the public

**This meeting was recorded under file PCTapesApril18**

1. **APOLOGIES**: Cllr. J. Emsley, Cllr. S. Brash

1. **DECLARATIONS OF INTEREST** **–** Cllr. Lis declared an interest in staffing issues at the Community Centre and Cllr. Howson declared an interest in 7e)
2. **To confirm the Minutes of the Parish Council Meetings held on 3 April and review matters arising** The Minutes of were proposed by Cllr. Weaire, seconded by Cllr. McKenzie and approved by the meeting as a true record.
3. **REPORTS**

**Police** – An email had been received and circulated prior to the meeting giving details of crime statistics in the area over the past month.

1. **ADJOURNMENT** **for questions/items for attention raised by members of the public or Councillors.**

**i) Allotments –** a member of the public asked regarding the progress on allotments and the Clerk informed the meeting of the current situation. The Chairman commented on some of the difficulties and concerns that this project had raised

ii) Fallen Tree – Cllr. MacAulay complained that he had used the emergency number to report a fallen tree which he believed was hazardous to life, and it had taken CDC three months to remove it. Cllr. Lis replied that after the severe stormy weather a great many trees in the District had required attention and the Chairman commented that he had spoken to contractors doing tree work near the Centre who had confirmed a survey had been completed assessing potential hazards of local trees damaged by the storms.

1. **PLANNING**

No applications had been received.

**The members made no objections to this application**

**7. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** The Clerk reported the park had only been half cut this week and she had contacted the contractors who would be completing the job by Thursday. Cllr. MacAulay commented that the WCs were very well kept.
2. **The Brow** The Clerk had as yet received no reply regarding the planning consent application for the Corsican pines on the Brow. Cllr. MacAulay commented on the poor state of the path running from the Top Club down to the Bottoms, and after discussion it was agreed the Clerk should report this to Nicky Bunting.
3. **Highways** – Cllr. Metcalfe reported a very faded road sign on Main Street near the junction with the A65 and also the missing height warning sign on the viaduct. Cllr. MacAulay reported a faded ‘Give Way’ sign on Tatterthorn Lane and the Clerk will report these matters. Cllr. Metcalfe has informed residents to email Highways if they have issues with the removal of yellow lines on Bell Horse Gate.
4. **Pump Track** – The Clerk had received confirmation from Clark & Kent that their quotation included the interlinking trails of the track, but did not the perimeter path. It was agreed the Clerk should contact Conservefor to request a quotation for this work with the specification they deem most appropriate. It was also requested that the Clerk ascertain whether this work could be done before the beginning of the summer holidays (20 July)
5. **Street Lighting** – It was agreed by members’ to repaint a street light on Croft Road and Oddies Lane and the Clerk will instruct the work. Cllr. MacAulay commented on the condition of the concrete pole near Dales Guest House and consideration may be given to replace it in future.
6. **Ingleton Community Centre** –The Clerk reported that the double glazing of the Library had been completed, there were also new signs in reception and a sofa installed.
7. **Cold Cotes/Chapel le Dale –** A report from a resident at Cold Cotes had been received regarding flooding on the road which caused hazardous conditions for drivers particularly in cold weather. This has been passed to the County Councillor.
8. **Play Area Surfacing** – The Chairman had received a quotation from Quattro to repair the wet pour surfacing which presented a sensible interim solution at a cost of £500 plus VAT. Cllr Metcalfe proposed and Cllr. Mckenzie seconded and it was agreed to accept this quotation and the Clerk will instruct the work. The Clerk suggested and it was agreed by members that the play equipment should be power hosed by Horton Landscaping to remove mould growth.
9. **To receive information and where applicable decide further action on the undernoted ongoing issues**

**a) Village Action Team –** The Chairman had circulated copies of the recent email from A. Laycock to the meeting and confirmed that CDC were going through the tender process for the refurbishment of the signs.

**b) Allotments** – The lease between the Parish Council and the Bull Land Trustees had been completed and forwarded to the solicitors for certification. The lease with the Allotment Association had been forwarded to them for signature. The gate had been installed and instructions given to construct the track.

**c) B4RN to consider riverside park scheme –** Councillor Howson informed the meeting the chamber in the park was to be installed this weekend. Cllr. Lis confirmed that income would be forthcoming from the chamber in the Community Centre car park to the Centre.

**9. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS -** Cllr. Lis will circulate a leaflet on allowed items for the blue bins to members. Due to the forthcoming elections he was unable to make any further statement.

**10. CORRESPONDENCE – to action where appropriate**

**Emails**

6/4 CDC Election Office List of Election Candidates

11/4 OSG Leases for Bull Land Allotments

13/4 YDNPA Planning consent for Ingleton Quarry application

16/4 Data Protection Officer Service Level Agreement

17/4 Parish Council Accounts to Financial Year End

21/4 Internal Data Audit for Data Protection Compliance

22/4 Community Care in Craven re Castleberg Hospital

24/4 D. Cairns, Highways re Bell Horse Gate

25/4 Ballot for Parish Member of YDNPA Committee

1/5 PCC re Rural Crime Survey

**Dropbox**

Annual Return

Internal Auditor’s Report

Clark & Kent quotation

Resolutions Register

Le Petit Depart Cycling Event

Letter from Resident re Middle School Land

a) Regarding the communication on Castleberg Hospital, the Chairman suggested members make their own responses.

b) PCC Crime Survey – Cllr. MacAulay had completed this.

c) Letter from Resident re Middle School Land – this had requested support from the Parish Council for the use of the land owned by NYCC for football. After discussion it was agreed the Clerk should write to NYCC requesting permission for temporary use by this local group.

**11. REPORTS**

1. **Chairman** – No report
2. **Footpaths Committee** – No report
3. **Clerk** **-**

**Data Protection Officer** – It was agreed by members to retain this officer’s services for a period of one year.

**Debris in Community Centre car park** – Ingleton in Bloom had collected a pile of debris after the recent stormy weather which required disposal. Cllr. Lis took a note.

1. **Swimming Pool** –.No Report

### 12. FINANCE –

a) **To review the effectiveness of the system of internal** control – This issue was discussed by members and the system was agreed to be satisfactory. (prop. Cllr. J. Metcalfe, seconded Cllr. McGonnigal) It was also agreed this matter should in future be reviewed at the precept meeting.

b) **To approve the Annual Governance Statement 2017/**18 – Cllr. MacAulay proposed and Cllr. Metcalfe seconded and this was approved and duly signed by the Chairman

c) **To consider the Annual Accounting Statements 2017/18** and approve these by resolution. – Cllr. MacAulay proposed and Cllr. Metcalfe seconded and this was approved and duly signed by the Chairman

d) **To authorise signing of orders of payment and online payments** – Cllr. Metcalfe proposed and Cllr. Mckenzie seconded and it was agreed to authorise the undernoted invoices for payment:

|  |  |  |  |
| --- | --- | --- | --- |
| 14 | Npower | WC CC Car Park |  |
| 15 | Howsons | Street Light Maintence | 2986.01 |
| 16 | Eon | Street Light Supply | 446.46 |
| 17 | Eon | Floodlighting St. Marys | 27.58 |
| 18 | Npower | WC CC Car Park | 596.79 |
| 19 | Yorkshire Audit | Internal Audit | 320.00 |
|  | CC A/C | Internal Transfer | 12500.00 |
|  | CC A/C | VAT Refund | 2801.32 |
| 20 | A. M. Hack | Clerk's Salary | 687.85 |
| 21 | A. M. Hack | Tel.&Broadband | 37.94 |
| 22 | CDC | Trade Waste Coll | 284.86 |

Community Centre

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| --- | --- | --- | --- |
| 571 | CDC | Trade Waste | 918.33 |
| dd | Talktalk | Telephone | 39.91 |
| 572 | Tooby's Ltd | Hoover bags | 12.99 |
| 573 | YPO | Supplies | 452.90 |
| 574 | J. Lis | Keys | 63.75 |
| 575 | IRCA | Photocpyng | 134.20 |
| 576 | M. Rogerson | Windows | 40.00 |
| 577 | Aire Valley | Windows | 5554.00 |
| 578 | Olympia Supp | Toilet rolls | 33.42 |
| 579 | SSE | Supply | 1180.21 |
| dd | NOW Pensions | Contribtns | 46.13 |

Staff costs amounted to £2119.85

**13. ANY QUESTIONS/ITEMS FOR DISCUSSION**

The next Parish Council Meeting will be held on Monday 4 June 2018 at 7.00pm at the Community Centre.