MINUTES OF THE PARISH COUNCIL MEETING HELD

**IN THE COMMUNITY 4 September 2017**

**PRESENT: Chairman P. Weaire**  Cllr. C. Lis OBE

Cllr. J. Metcalfe Cllr. D. McGonnigal

Cllr. S. Brash Cllr. T. Macaulay Cllrs. J. Emsley Cllr. J. Ward

**In attendance:** Alison Hack, 4 members of the public

**This meeting was recorded under file PCSept2017**

1. **APOLOGIES**: Cllr. M. Howson ,Cllr. J. McKenzie

1. **DECLARATIONS OF INTEREST** **–** Cllr. Lis declared an interest on staffing issues at the Community Centre.
2. **To confirm the Minutes of the Parish Council Meetings held on 5 August 2017 and review matters arising** The Minutes of the previous meeting having been circulated the Minutes were proposed by Cllr. McGonnigal, seconded by Cllr. Brash, accepted by the members as a true record and duly signed by the Chairman.
3. **REPORTS**

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

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

**1. Proposed Development of Public House**

A member of the public raised strong concerns regarding the proposed planning application for the development of a local public house. Cllr. Lis confirmed that although an application had been received by Craven District Council it had not yet been validated. The resident stated her concerns at this potential residential development within the business core area of the village, and the loss of access to the sports field as well as a reduction in parking spaces in the village.

1. **Blocked Access in New Village** - The resident also raised the issue of locals in the New Village blocking access in the back lane of the estate. Cllr. Emsley queried whether the vehicles were blocking access to fire hydrants, in which case the fire service should be contacted and Cllr. McAulay suggested contacting the police or seeking legal advice.
2. **Lack of help to collapsed resident** – Cllr. McAulay informed members that a local who had collapsed in the Community Centre car park was ignored by several passers by before being helped by an acquaintance.
3. **Area behind Burnmoor Crescent** – Cllr. McAulay informed members that three trees in this site had been removed.
4. **Thacking Lane fencing** – Cllr. McAulay commented on the poor condition of these and Cllr. Lis confirmed that it was unfortunate that no local body was willing to take responsibility for maintenance of these.
5. **Proposed Backgate Housing Development** – Cllr. Metcalfe asked about the current situation and was informed by Cllr. Lis that although initially permission had been granted for one property, an further application for additional development had been submitted which had been refused.
6. **PLANNING**
7. 2017/18434/TPO Fell 1 No. Sycamore

1 Hill Cottage, 6 The Square, Ingleton via Carnforth Lancashire LA6 3EE

**The members supported the removal of this tree which had caused collapse of a nearby wall and was regarded as too large for the space it occupied.**

**7. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** Cllr. Ward reported three ropes broken on the play area equipment. The Clerk suggested the borders of the path leading from Back Square down to the park should be trimmed and J. Hartley & Son had given her an estimate of 3-4 hours work at £18 per hour and it was agreed that this work should be done.
2. **The Brow –** As the Clerk reported that this had now been cut.
3. **Highways** – The Clerk reported that the sink hole in Sammy Lane was scheduled for repair by United Utilities. Cllr. Emsley complained about the loose chippings left on the A65 after the recent resurfacing works. Cllr. Ward reported a blocked drain at Blue Hall and vegetation hanging over the pavement on the A65 which the Clerk will pass on to Highways.
4. **Pump Track** – Cllr. Lis had been informed of a serious injury that had recently occurred on the Pump Track and the members heard with concern that the ambulance took 1 hour and 50minutes to attend the scene. It was agreed that a sign should be installed at the pump track and an accident book be kept at the Centre for the noting of such information. Cllr. Emsley also proposed and it was agreed that a representative from the ambulance service be invited to the next Parish Council meeting as he felt that they had reneged on their commitment to keep the local station fully manned.
5. **Street Lighting** – No report
6. **Ingleton Community Centre** – Cllr. Lis reported that the works on the reception area had almost been completed. There had been lengthy discussion at the recent IRCA meeting regarding the future of the Gala as it was evident that there was a lack of younger committee members. Comments were made on the energy evidenced by the Autumn Event committee, which it was hoped would be a great success. The Clerk reported on the recent meeting to consider the Library’s first quarter with volunteers and she invited suggestions for the pot of funding that had been made available by NYCC.
7. **Cold Cotes/Chapel le Dale –** Cllr. Metcalfe reported that B4RN was now virtually at the Ribblehead viaduct.

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

**a) Allotments** – **to agree Tenancy Agreement with Allotment Association** Although the draft document had been placed on Dropbox, some members had not accessed it, and it was agreed to hold this over until the next meeting. The Clerk queried whether any consideration had been given to a scheme of soft landscaping required as a condition of planning permission and Cllr. McAulay confirmed that he was researching the matter.

**b) B4RN to receive report** – Cllr. McGonnigal confirmed that B4RN will be digging towards the Wheatsheaf next week.

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**10. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS -** Cllr. Lis reported on the planning department’s decision for the refurbishment of the Co-op garage. He was pleased to inform members that a condition of the permission was that there would be a barrier to keep nuisance drivers out after hours and although public WCs could not be required as a planning condition they had agreed to install a sign directing customers to the nearest public toilets. Discussion followed a suggestion by Cllr. Metcalfe on the possibility of installing an electric charging station in the Community Centre car park, which Cllr. Lis heard with a great deal of interest and he will raise the matter with Craven District Council. Cllr. Lis also informed members that the proposal for a pedestrian crossing in that area on the A65 was not feasible due to the speed limit of 40mph. Cllr. Ward asked about the recent works apparently laying pipes across Laundry Lane which it was confirmed to be ductwork for B4RN.

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

**Emails**

6/8 YLCA Training Provision August – November

16/8 YLCA Citizenship and Civic Engagement

18/8 YLCA Composting WC’s on Allotments

4/9 Greenwood Leghe Caravan site requesting alteration of brown sign on A65

**Dropbox**

Community First – Ex Forces Support

Parish Liaison Meeting

P. Marshall re ginnel off Red Ash Lane

MP Surgeries in September

Resolution Register

Draft Tenancy Agreement for Allotments

NALC Template Tenancy Agreement

1. It was agreed by members that the Clerk should instruct W. Hartley (J. Hartley & Sons) to cut the grass and trim the hedging in the ginnel running from Red Ash Lane to Croft Close. The contractor had given an approximate estimate of 4-5 hours at £18 per hour which had been accepted.
2. It was agreed by members that the email regarding alteration of the brown sign on the A65 should be passed on to Highways for action.

**13. REPORTS**

1. **Chairman** – No report
2. **Footpaths Committee** – Cllr. Emsley commented on an email that had been sent some time ago regarding the diversion of a footpath near Backgate. The Clerk will recirculate this email to the Councillor, copies to Cllr. Weaire and McAulay. Cllr. Metcalfe reported on the issue of mountain bikers using local footpaths after dark and he has been in communication with YDPA regarding this.
3. **Clerk** **-** The Clerk reported that the Pensions Regulator had confirmed Ingleton Parish Council’s compliance with employer pension scheme legislation and the audit had been returned by the external auditors. The Clerk will shortly publish a notice of conclusion of audit together with a copy of the annual return.

**Climbers in the Quarry** – the Clerk had received a complaint regarding the numbers and frequency of sizeable groups of climbers in the old quarry on Storrs Common and it was agreed by members that the matter should be reported to Hansons Aggregates.

1. **Swimming Pool** – The Chairman reported that the pool had closed early due to lack of support by lifeguards but he believed that it had been a successful season, in spite of the recent break in.

### 14. FINANCE –

### a) To authorise signing of orders of payment and online payments

Cllr. Brash proposed, Cllr. McGonnigal seconded and it was agreed to authorise the undernoted invoices for payment

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| --- | --- | --- | --- | --- | --- |
| 66 | ab | dd | A. M. Hack | Tel.&Brdband | 37.49 |
| 67 | pro | dd | PKF Littlejohn | External Audit | 720.00 |
| 68 | sun | dd | LexisNexis | Local Co. book | 59.50 |
| 69 | s137 | dd | Yorkshire Water | Drinking Fountain | 8.30 |
| 70 | tut | dd | Initial Hygeine | Sanitary Unit hire | 59.90 |
| 71 | trw | dd | Acorn Tree Svcs | Fell Sycamore | 590.00 |
| 72 | ins | dd | WPS | Ins. Premium | 2506.41 |
| 73 | ins | dd | WPS | Ins. Prem, endsmnt | 17.91 |
| 74 | pro | dd | Haworths | Payroll Services | 415.20 |
| 75 | aa | dd | A. M. Hack | Clerk salary | 667.82 |
| 76 | tcl | dd | MHG Bdg Ctrs | Cleaning WCs | 1111.66 |
| 77 | tut | dd | Waterplus | CC WCs | 304.32 |
| 78 | gfl | dd | Horton Landspg | Grasscutting | 580.00 |

Community Centre

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| --- | --- | --- | --- | --- | --- |
| 74 | 510 | Tooby's | flrsct tubes | 7.00 | 1.00 |
| 75 | 511 | M. Rogerson | Windows | 40.00 |  |
| 76 | 512 | Olympia Supp | Toilet Rolls | 32.36 | 5.39 |
| 77 | 513 | Wheildons | Boilers | 23793.60 | 3965.60 |
| 78 | 514 | YPO | CleangMats | 328.86 | 54.81 |
| 83 | dd | Talktalk | Tel&Brdband | 35.22 | 5.87 |
| 84 | dd | WPS Ins | ins.premium | 1253.21 |  |

Staff costs amounted to £2064.94

15. ANY QUESTIONS/ITEMS FOR DISCUSSION None

The next Parish Council Meeting will be held on Monday 2 October 2017 at 7pm at the Community Centre.