MINUTES OF THE PARISH COUNCIL MEETING HELD

 **IN THE COMMUNITY 7 May 2019**

**PRESENT: Chairman** J. Metcalfe Cllr. G. Gaunt

 Cllr. C. Lis OBE Cllr. V. Brown

 Cllr. D. McGonnigal

 Cllr. A. Weller

**In attendance:** Alison Hack, S. Sunter, CDC and 2 members of the public

**This meeting was recorded under file PCTapesMay19**

1. **Apologies:** Cllr. J. Emsley, Cllr. S. Brash
2. **To Note any Declarations of Interest** and to record, consider and grant members’ requests for Disclosable Pecuniary Interest dispensations (Section 31 Localism Act 2011) in connection with items on this Agenda.

Cllr. Lis declared an interest in matters relating to the Community Centre, Cllr. Metcalfe in matters relating to Mealbank and the Waterfalls Walk.

1. **To confirm the Minutes of the Parish Council Meetings held on 1 April and review matters arising** The Minutes were proposed by Cllr. Weller seconded by Cllr. Gaunt and approved by the meeting as a true record.

**a) Mealbank Quarry Project** – Cllr. Lis reported that the Millenium Trust had become involved in this project and talks are progressing with CDC. Although the YDMT had a prospect of possible funding it was likely they had missed the boat and would have to look elsewhere. Cllr. McGonnigal commented that thinning the trees on the opposite side of the river would improve the view of the sight, and S. Sunter commented that this work was proposed under the riverside project.

**b) Village Map Update** – After discussion it was agreed that this item should remain on the Agenda and members give consideration what form the map should take.

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1. **REPORTS**

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

**Village Action Plan** – S. Sunter reported briefly on the history of this project and stated that the permission and licence confirmation had not been received from the Parish Council. The Clerk will expedite these matters. She confirmed that the contractor had been appointed and that the work will be instructed as soon as the above issues were resolved. It was reported that the interpretation boards were now in place and the members were pleased to hear that the funding for these were from a different pot. S. Sunter also confirmed that the funds remaining for the project were £40k which had been agreed by members that this should be put towards the riverside project and it was necessary for the time frame for the completion of the splash zone to be known to progress this matter. The Parish Council would undertake the responsibility to upgrade the play area. It was agreed a meeting should be arranged with W. Tooby and the IRCA to discuss the riverside project and the progress of the splash zone. Discussion followed on the issue of the play area and it was agreed to set up a working party to take this issue forward. Cllr. Brown complained about the shabby state of the play area, and Cllr. Gaunt complained about the level of dog fouling in the park and proposed all dog owners should keep their dogs on leads.

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

**a) Flytipping** – a member of the public complained to the meeting regarding the dumping of garden waste over the fence at the end of Thacking Lane, but it was pointed out by members that there was no registered owner for this land. It was also felt that since it was vegetable matter that this was not a serious issue.

**b) Burnt Litter Bin** – The resident drew members’ attention to the vandalism of a bin on the playing field. Cllr. Lis took a note.

**c) Litter Bins** – the same resident complained that the litter bins throughout the village had not been emptied prior to the very busy Easter weekend which meant that they could not accommodate the additional refuse left by visitors. The Clerk queried whether the bins in the park and play area were referenced as she had requested J. Morphet to empty them the week before and was informed that some were full, and some weren’t. Regarding the bins maintained by CDC, Cllr. Lis took a note. There was some discussion on the amount of litter left by visitors over the Easter bank holiday as well as the traffic congestion that had occurred and it was agreed the Clerk should write to the management company to complain.

**c) 1940’s weekend** – The organiser of this event presented two letters to the Chairman, one requesting permission to use the section of Middle School land owned by the Parish Council, and also to request a donation to the event. The Chairman thanked T. Dodwell and confirmed that these matters would be placed on the Agenda and considered at the next Parish Council meeting. The Clerk was ordered to contact the iCentre to request that access be granted.

**d) Commercial Premises** – It was reported by this resident that the top floor of a local business was being let as a residential living space in contravention of its current planning status and Cllr. Lis took a note.

**e) War Memorial** – Cllr. Gaunt requested permission to hang wires on the wall surrounding the war memorial, no objections were raised but it was suggested that the wall fell under the responsibility of either Craven District Council or the PCC.

**f) Traffic congestion over bank holiday** – Several members had received numerous complaints after some discussion it was agreed the Clerk should write to David Hill to express their disappointment that this had happened again this year.

**g) Playing Field/MUSA** – Cllr. Weller had received requests that rugby posts be installed on the playing field and Cllr. McGonnigal stated this matter should be dealt with by the IRCA. Cllr. Weller also queried why the gates to the MUSA were not always open, and Cllr. McGonnigal stated this was to prevent the pitch being used as a short cut.

1. PLANNING

**2019/20414/MMA -**Minor Material amendment to condition 2 of planning approval referenced 45/2016/17387 to add a bay window to the front elevation, add a sun room on the rear elevation link the garage to the house on Plot 3 of the site.

Land off Main Street, Ingleton, Carnforth, LA6 3BZ

**2019/20356/MMA**Minor amendment to vary condition no. 2 of Planning Consent 45/20165/17387 to allow for construction of single storey garden room

**Land Opposite Greta Villas, Main Street, Ingleton, Carnforth**

**2019/20409/FUL**Creation of a concrete base and the installation of a metal shipping container

Ingleborough Community Centre, Main Street, Ingleton, Carnforth LA6 3HG

**The members supported these applications.**

**2019/20287/FUL** Construction of 9 no. Residential dwellings (Resubmission of 2018/19597/FUL)

Land off Back Gate, Ingleton, Carnforth LA6 3BJ

**Objections were raised regarding the extreme height the proposed fencing, and the hazards of parking spaces directly accessing on to Backgate. It was felt that the proposed development did not fit in with the surrounding environment as the houses were set back from the existing line of terracing. Concerns were raised at the resultant loss of parking to the village this development would entail.**

**Decision Appeal**

**2018/18891/FUL** Land Behind Panwell Cottage And Spring Cottage To East Of Back Gate Back Gate Ingleton **It was agreed that the Parish Council wished to make representation regarding the appeal of this planning decision and the Clerk was instructed to ascertain the process.**

**7. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** Cllr. Weller queried whether the new surfacing would be seeded and this was confirmed by the Clerk.The Clerk reported that W. Tooby had proposed the planting of fruit trees along the border wall of the Youth Hostel, which was agreed to be a good idea, but that it should be considered at a later date as part of the park and play area overhaul.
2. **The Brow** – The Chairman commented that there had been no negative feedback regarding the proposed reduced grasscutting of the Brow.
3. **Highways**– The Chairman commented the pothole on Oddies Lane had not been repaired. Cllr. McGonnigal commented on the poor state of the road accessing Main Street from the Community Centre. The Chairman commented on the poor state of the surfacing of Dumb Toms Lane due to HGV damage, and the Clerk was instructed to report these matters. It was also agreed the Highways Portal site address should be inserted in the newsletter.
4. **Street Lighting** – It was reported the metal plate covering the wiring on the light opposite Curlew Crafts looked hazardous and the Clerk was requested to report this to Howsons.
5. **Pump Track** – Cllr. McGonnigal commented on that the pile of stone was now superfluous as the track was now fully tarmacked. Cllr. Gaunt suggested that Ingleton in Bloom might be able to use it.
6. **Ingleton Community Centre** – Cllr. Lis reported on the recent Joint Management meeting.
7. **Cold Cotes/Chapel le Dale** – The Chairman reported that he had instructed a contractor to attempt removal of the Japanese knotweed at Cold Cotes and this was agreed to by the meeting. The Chairman also reported there had been problems with walkers using the new 3 Peaks Route, not giving themselves enough time and knocking up residents at Chapel le Dale very late to request taxis. There had also been additional traffic on Oddies Lane causing congestion. Discussion followed on possible solutions to these problems.
8. **To receive information and where applicable decide further action on the undernoted ongoing issues**
	1. **Village Action Team – to consider further ideas for this project**

This matter had been discussed earlier in the meeting.

* 1. **Allotments –** Cllr. Lis confirmed that the planning permission for the field was likely to be issued very soon.
	2. **B4RN –** No report
1. **REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS –** the Chairman commented on the domestic waste collection schedule which was now only available on the website, however Cllr. Lis commented that if residents telephoned CDC they would be able to obtain a hard copy by post.

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

 **Emails**

8/4 Westminster Briefing on Cohesive Neighbourhoods

8/4 Highways re Portal Service

8/4 Allerton Waste Recover Park Update

8/4 YDNPA Planning Ref C/45/240K approval

10/4 NYCC invitation for nominations for Community Awards

**11/4 NYCC R. Flinton reply on speed reduction for A65**

11/4 PFCC Consultation on Draft Priorities for NY Fire and Rescue

**11/4 NYCC re Temporary Vehicle Activated Signs Scheme**

11/4 NALC Star Council Awards

12/4 Highways Temporary Road Closure on Tatterthorn Road 15-17 April

12/4 NYCC Gully Emptying Schedule 2019

**19/4 D. Easterby re Street Naming on Main Street housing development**

21/4 Thornton Clerk re parking at bank holiday

24/4 YLCA information on New Councillor Training

24/4 White Rose Update

**27/4 N. Harrison Clapham Clerk re joint purchase of litter bin**

1/5  Southern Parish Forum at Austwick 4 May

3/5 YLCA Training Programme

**a) A65 Speed Restriction** – Cllr. Weller expressed disappoint at NYCC’s response to the Parish Council letter requesting consideration that the speed limit on the A65 be reduced to 30mph. Cllr. Lis confirmed that he had spoken to a local journalist on the matter and will make contact again to request help in this campaign. It was agreed this matter should be mentioned in the next newsletter.

**b) Temporary Vehicle Activated Signs Scheme** – it was agreed this matter should be placed on the Agenda for discussion at the next meeting.

**c) Greta Drive** – The meeting agreed that “Greta Drive” would be a fitting choice of street name for the new housing development on Main Street and the Clerk was instructed to confirm this to the developer.

**d) Litter Bin at Clapham** – It was proposed by Cllr. Lis, seconded by Cllr. Metcalfe and agreed to meet half the cost of a litter bin as requested by the Clapham Parish Council.

**Dropbox**

Resolution Register

J. Howson re Gala Road Closure permission

W. Tooby re proposal for tree planting in Park

MPs Surgeries

**11. REPORTS**

1. **Chairman** – No report
2. **Footpaths Committee** – None
3. **Clerk – Annual Parish Meeting and Annual Parish Council Meeting** It was agreed that the APM should be held prior to the Parish Council June meeting, on completion of which the Parish Council meeting would commence and contain the business of the APCM on its Agend.
4. **Quarry Liaison Committee** – No report
5. **Swimming Pool** – No report

### 12. FINANCE –

**i) To approve the Annual Governance Statement for 2018/19 –** Having been previously circulated it was proposed by Cllr. Lis, seconded by Cllr. Gaunt and agreed to approve the Annual Governance Statement. The document was then signed by the Chairman and Parish Clerk.

**ii) To approve the Annual Accounting Statement – for 2018/19** Having been previously circulated it was proposed by Cllr. Lis, seconded by Cllr. McGonnigal and agreed to approve the Annual Accounting Statement. The document was then signed by the Chairman and Parish Clerk as Responsible Financial Officer.

**ii)To authorise signing of orders of payment and online payments** - It was proposed by Cllr. Weller, seconded by Cllr. Gaunt and agreed to make the following payments:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 16  | tut  | dd  | Waterplus  | Park WC Supply  | 168.70  |    |
| 17  | tut  | dd  | Waterplus  | Car Park WC Supply  | 63.45  |    |
| 18  | slm  | dd  | Howson  | Street Lite Maintenance  | 1294.97  | 215.83  |
| 19  | sls  | dd  | Eon  | Street Light Supply  | 419.58  | 69.93  |
| 20  | tw  | dd  | Acorn Tree Svcs  | Treeworks in Park  | 390.00  |    |
| 21  | s147  | dd  | Eon  | Floodlighting St. Mary  | 46.39  | 2.21  |
| 22  | aa  | dd  | A. M. Hack  | Clerk Salary  | 701.61  |    |
| 23  | sun  | dd  | A. M. Hack  | Petty Cash  | 50.00  |    |
| 24  | cc  | dd  | IPC  | VAT Refund   | 1351.99  |    |
| 25  | cc  | dd   | IPC  | Community Centre  | 12750.00 |    |
|  26  | tcl  | dd  | MHG Building Ctrs  | Cleaning WCs  |  1075.80  |   |

Community Centre

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| --- | --- | --- | --- | --- |
| 13  | 712  | YPO  | Cleaning & Batteries  | 205.74  |
| 14  | 713  | Olympia  Supplies | Toilet Rolls  | 37.80  |
| 15  | 714  | JT Atkinson  Ltd | Ind. Bolt  | 14.53  |
| 16  | dd  | Mrs. A. Brown  | wages  | 174.96  |
| 17  | dd  | J. Goodman  | wages  | 342.04  |
| 19  | dd  | J. Lis  | salary  | 1547.58  |
| 20  | dd  | Vonage  | Telephone  | 32.4  |
| 21  | 715  | Corona Energy  | Gas Supply  | 654.40  |
| 22  | 716  | Waterplus  | Water Supply  | 66.55  |
| 23  | 717  | CDC  | Waste Fee  | 291.25  |
| 24  | dd  | Vonage  | Telephone  | 32.50  |
| 25  | 718  | M. Rogerson  | Windows  | 80.00  |

Staff costs amounted to £2064.58

The next Parish Council Meeting will be held on Monday 3 June 2019, on completion of the Annual Parish Meeting which commences at 6.30pm, at the Community Centre.