MINUTES OF THE PARISH COUNCIL MEETING HELD

 **At Ingleborough Community Centre**

**Monday 7pm 5 July 2021**

**PRESENT:** Chairman J. Metcalfe Cllr. J. Walker

 Cllr. C. Lis OBE Cllr. D. McGonnigal

 Cllr. S. Brash Cllr. J. Emsley Cllr. J. Brown Cllr. J. Mckenzie

Cllr. M. Howson

**In attendance** Alison Hack, Parish Clerk and one member of the public

**This meeting was recorded under file July21**

1. **Apologies for Absence –** Cllr. Andy Weller
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. Metcalfe declared an interest in matters relating to the Waterfalls Walk, Cllr. Lis declared an interest in matters relating to staffing issues at the Community Centre, Cllr. M. Howson declared an interest in item 8g).

1. **To confirm the Minutes of the Parish Council Meetings held on 7 June 2021.** Cllr. Emsley proposed, Cllr. Brash seconded and it was agreed to accept the Parish Council meeting Minutes as a true record.
2. **Sustrans Presentation** – Alex Miller and his colleague gave a PowerPoint presentation on the proposed route for a cycle track connecting Ingleton and Kirkby Lonsdale. The members listened with great interest and it was agreed that this was a fantastic project for the area. Cllr. Lis asked that a copy of the presentation be forwarded to the Clerk for dissemination to members.
3. **ADJOURNMENT for questions/items for attention raised by members of the public –**

**None**

**6. PLANNING –**

**C/45/152** Landscaping at Falls Park, Beezley Farm Ingleton, Carnforth LA6 3JH

**Some members voiced concerns on the affect of the landscaping on the site**.

**2021/22985/HH** Demoltion of existing flat roofed gable extension, installation of new gable and

 lean to. 16 Burnmoor Crescent, Ingleton LA6 3BW

**The members supported this application**

Cllr. McGonnigal queried whether the Parish Clerk had received notice of a planning application for a local retail business, the Clerk will check with the planning department at Craven if this has not been received.

**7. Parish Council Maintenance Matters**

**a) Parks, Play Areas and Pump Track** –

**Play Area** - Cllr. Walker reported on the recent meeting with YDMT to consider further several issues relating to the development of the play areas in the park under the Riverside project. The play area equipment pieces were more closely considered for replacing, and the Councillor reported that amendment had been agreed on the issue of the long slide, as it was not regarded as desirable for the young ones to be slid some distance into the older children’s play area. The issue of raising funds was discussed, but the Chairman felt that more consultation on the final design was required and the current costing will be affected by current decisions being made. Another meeting had been arranged including a representative from Playdale to clarify some issues on surfacing and equipment.

**Pump Track** – Cllr. Lis confirmed that no planning permission was required for the installation of jumps in the site next to the pump track. Cllr. Mckenzie had received rough plans constructed by the group of young bikers, and these were placed on a nearby table for inspection by members. Discussion followed on the forms of the jumps and the necessity of a good starting ramp. Cllr. Howson suggested a storage container using the roof as a starting ramp, which was felt to be a good idea and consideration was given to the materials to be used. The young bikers themselves were very much interested in building the track themselves, so only materials and some minimal guidance was required. Regarding the fencing of the site proposed at the last meeting, the Clerk had received only one quotation for the job and it was agreed to wait for the two additional firms to complete their quotations before instructing the work.

**b) The Brow** – the Clerk reported on her meeting with the tree surgeon to investigate the prevalence of ash die back on the Brow and in the Park. She confirmed that the disease was mostly in its early stages on the Brow, but down in the Park behind the play area there were several very large ash trees with advanced cases. The Clerk had received notice from the tree surgeons that morning that a report was imminent and a request by them had been made for settlement of half of their invoice before release of the survey and this was acceded to by the members.

**c) Highways –** The Clerk reported difficulty on which type of VAS sign to purchase as agreed by members at the last meeting, and there was some discussion on whether the 450cm sign quoted for would be big enough to make an impact on the A65. It was agreed by members that the Clerk should obtain another quotation for a larger sign (800x1500cm) and check with D. Griffiths of Highways that this size would be acceptable. Potholes were reported outside Bottom Club and on Backgate and the Clerk requested photographs to go with the report to Highways portal. Cllr. Lis also mentioned the recent report by a local resident about a boulder sticking out of a wall near Blue Hall. The Councillor also had received a complaint from a resident who could not park her car outside her house on Main Street.

**d) Cold Cotes/Chapel le Dale** – No report

**e) Community Centre** – The Clerk commented that the required gap between vaccinations had now increased to eight weeks, which indicated that it would be some time before the vaccination clinics ended at the Community Centre.

**f) Public WCs** – The Clerk reported that the electricity contracts were terminating at the end of August, and after checking quotations with two other firms had renewed the contracts with SSE Energy for an additional two years. This was agreed to by the members

**g) Street Lighting** – No report

**8.** **To receive information and where applicable decide further action on the undernoted on-going issues**

**a) Riverside Project –** As reported in item 7a).

**b) B4RN to receive report** – No report

**c**) **Standing Orders** – The emergency powers that had been agreed at the Parish Council meeting in May 2020 were reviewed by the members. It was agreed to remove all the items under the Addendum except for the Clerk’s continuing to pay the Community Centre invoices online.

d) **Climate Change /Environment –**

**Parish Council Environmental Policy** - Cllr. Lis reaffirmed the Parish Council’s position in supporting the installation of green technology in any new housing. It was suggested that members bring a list of ecological policies that the Parish Council could adopt and support in future developments. Comments were raised at the amount of litter in the village and the inability of the bins to cope with the amount of rubbish left by visitors. It was agreed that the Clerk should write to the management of the Waterfalls Walk to request help on the bins by the end of Thacking Lane, and also write to all the food retailers in the village to draw their attention to the issue of food packaging waste and suggest a coordinated approach to improve the situation.

**Sewage Flooding into River**

Discussion followed on the email response from United Utilities on the recent report on flooding issues at the local sewage farm. The Chairman and members felt that the response was not adequate and the Clerk was instructed to write to request that consideration be given to additional provision to prevent flooding from the sewage farm into the river in future.

**9. Reports from and questions to District, County and Parish Councillors -** Cllr. Lis reported that a meeting had been planned to address the changes to the county council structure had been postponed until sometime in July. The Chairman then reported on the interviews recently held for the post of Parish Clerk and conveyed their recommendation that the job be offered to Mrs. N. Jackson. It was therefore proposed by the Chairman, seconded by Cllr. Brash and agreed by the meeting that this recommendation be accepted. The starting salary was agreed at £11.76 per hour for 17 hours a week.

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

**Emails**

8/6 YLCA Craven Annual Branch Meeting

8/6 Meeting arranged with Playdale & YDMT 8/7 at 12 noon

8/6 Sustrans - invite to A. Miller for presentation at July meeting

10/6 Email from local resident on cycle track Ingleton to Kirkby

11/6 N. Trenholme seeking advice on Japanese knotweed

11/6 S. Lyselle with village map revisions

14/6 Amended Code of Conduct to members

14/6 C. Oversby on illegal parking on access road by C21 salon

15/6 D. Griffiths NYCC Highways on confirmation of speed survey (29 June)

16/6 YLCA Webinar Training Sessions

16/6 YLCA Law & Governance Bulletin

21/6 YLCA Councillors Discussion Forum

21/6 YLCA Queens Platinum Jubilee

21/6 Planning Ref. 2021/22637/FUL NoD

22/6 Planning Ref. 2021/22509/FUL NoD

23/6 Local Resident update on project to replace tree in Community Centre car park

23/6 L. Cowell Environment Agency – flood video

23/6 Memorial Bench applicant with sample bench –

24/6 C/45/152 Landscaping at Falls Park, Beezley Farm Ingleton, Carnforth LA6 3JH

25/6 Resident requesting a planting scheme in celebration of Queens Platinum Jubilee

26/6 Internal Audit Report 2019/21

1/7 Planning Application 2021/22985/HH Demoltion of existing flat roofed gable extension

1/7 Resident Requesting crossing on A65

1/7 2021/22793/HH Single Storey Rear Extension, 123 New Village, Ingleton LA6 3DJ NoD

**Dropbox**

Resolutions Register

VAS information (filed under Village Signs folder)

Letter from Resident requesting donation for music books for village band

**i) Illegal Parking on Access Road** – It was suggested by members that the shop owner put out an A-sign to prevent parking.

**ii) Memorial Bench Overlooking Ingleborough** – the members approved the sample bench chosen by a resident wishing to commemorate a deceased relative.

**iii) Donation to Village Band** – a request had been received for a donation towards the cost of music books for this group. The band had been recently formed and had played for no charge at several local events. It was agreed that a donation of £240 towards the cost be made, and the Clerk was instructed to ask for a copy of their latest accounts and a receipt for the donation.

**11. Reports**

**a. Chairman** –

**Upland Grazing** – the Chairman informed members that current policies by Natural England would lead to the reduction of grazing by sheep on the moors, and he voiced concerns that this might lead to the possibility of heath fires in future.

**b) Clerk**  – **Railings around Central Gardens and Main Street** – a complaint had been received and Cllr. Emsley confirmed that they were in a poor state. It was agreed by members that the Clerk should obtain a price from M. Coggins for the work to be considered at the next meeting.

**c. Footpaths** – Cllr. Emsley reported that a fingerpost was damaged at Greenwood Leighe and the Clerk undertook to report this to NYCC.

**d. Swimming Pool Management Committee** – It was reported that W. Tooby had resigned from the Swimming Pool Committee and many at the meeting voiced their regrets at this. It was agreed that a letter stating the Parish Council’s appreciation of his work in the Community over the past year.

**e. Quarry Liaison Committee** – No Report

### 12. FINANCE –

*Cllr. Lis left the meeting*

**a) To authorise signing of orders of payment and online payments** - It was proposed by Cllr. J. Walker and seconded by Cllr. Brash and agreed to make the following payments:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 40 | gfl | dd | Horton Ldscpg | 1875 Grasscutting | 696.00 | 116.00 |
| 41 | gfl | dd | Horton Ldscpg | 1840 Grasscuting | 786.00 | 131.00 |
| 42 | ab | dd | A. Hack | Clerk Tel.&Broadband | 49.52 |  |
| 43 | brep | dd | Howsons Ltd. | CCTV Annual Service | 156.00 | 26.00 |
| 44 | ab | dd | A. Hack | Zoom subscription | 14.39 | 2.40 |
| 45 | tut   | dd | Waterplus   | Public WCs Car Park supply | 6.86 |  |
| 46 | tut   | dd | Waterplus   | Public WCs Park supply | 85.30 |  |
| 47 | tut   | dd | Waterplus   | Park WCs wastewater | 219.73 |  |
| 48 | pro | dd | Yorkshire Intl.Svs | Internal Audit fee | 350.00 |  |
| 49 | sub | dd | YLCA | Subscription Fee | 587.00 |  |
| 50 | tcl   | dd | MHG Bg Ctrs   | Cleaning WCs   | 1075.80 |  |
| 51 | aa | dd | A. Hack | Clerk Salary | 919.36 |  |
| 52 | tut   | dd | SSE | WCs Car Park | 290.91 | 13.85 |
| 53 | tut   | dd | SSE | Park WCs | 71.16 | 3.38 |
| 54 | tw | dd | Tree Care Ext | Ash Die Back Survey | 340.00 |  |
| 55 | don | dd | IRCA | Donation to Village Band | 240.00 |  |

**Community Centre**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 42 | dd | HMRC PAYE | 065PL00178368 | 1776.56 |  |
| 43 | dd | M. Rogerson | Windows | 40.00 |  |
| 44 | dd | Corona Energy | Gas Supply  | 742.54 | 123.76 |
| 45 | dd | YPO | Cleaning Mats. | 153.40 | 25.57 |
| 46 | dd | Npower April | Electricity Supply | 107.48 | 5.12 |
| 47 | dd | Npower May | Electricity Supply | 154.57 | 7.36 |

Staff wages amount to £2715.37

**13.** Any other matters which the Chair decides are urgent in accordance with Section 100B (4) of the Local Government Act 1972

The next Parish Council Meeting will be held on Monday 2 August 2021 at 7pm, *in person* at the Ingleborough Community Centre.