**Minutes of the Parish Council Meeting held at Ingleborough Community Centre on 3rd October 2022.**

**Present** Cllr. J. Metcalfe (Chairman) left at 9.05pm

 Cllr. J. Emsley Cllr S. Brash

 Cllr. J. Walker Cllr A.Weller

Cllr M. Howson Cllr.J.McKenzie

Cllr J. Owen

In attendance Carl Lis, Acting Parish Clerk, Cllr. D.Ireton (for part of Meeting) and 6 members of the public.

**1. Apologies for Absence** – Cllr. McGonnigal & Cllr J.Brown

**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. J. Metcalfe declared an interest in any matters relating to the Waterfalls Walk. Cllr Howson in any matters relating to Street Lighting and CDC Planning Application CDC2022/24355/FUL

**3.To confirm the Minutes of the Parish Council Meeting held on 5th September 2022.** Cllr Emsley proposed, Cllr Brash seconded, and it was agreed the Parish Council Meeting Minutes reflected a true record.

**4. Reports**

 **Police Report –** Report not received

**Parish Council Election 2022 –** The Clerk informed the meeting that following the Election to fill the vacancy on the Council. Mr. John Owen had been elected and duly signed the Declaration of Acceptance of Office and Undertaking. The Chairman welcomed Cllr. Owen to the Council.

**9. Reports from and questions to District, County and Parish Councillors -** The Chairman agreed that as Cllr Ireton had informed the meeting that he had two further meetings to attend he would allow this agenda item to be brought forward.

Cllr Ireton gave a brief update regarding Local Government Reorganisation. This included information on the early proposals regarding the formation of the new Planning Committee system which would take the form of three Planning Committees covering much larger Planning Areas. These would be based on Parliamentary constituencies and with regard to Ingleton Parish the area would cover Craven, Richmondshire and Ripon. He expressed his concern regarding the future under this new system and its probable negative effect on local input. He informed the meeting that these proposals would have to go to Council for approval which would probably occur in November and encouraged the Parish Council to submit their views to North Yorkshire Council before that date. It was subsequently agreed that the Parish Council would confirm their concerns. Cllr Ireton also gave on update on the installation of the solar speed indicator sign which would hopefully be installed in October and reaffirmed his support for a reduction of the speed limit on the A65 through Ingleton and in that the new sign included provision to be set at 30mph.

There was currently nothing to report from District Council.

Cllr Brash informed the meeting that her Macmillan Coffee Morning held during the month had raised £920.

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

* A representative of Ingleton in Bloom raised various issues around the village which were discussed, and remedial actions agreed. These included overhanging branches on the road opposite Bank Top Café and down the Rake and overgrown nettles near the seat on the Strands.

Craven District Council would be informed regarding the condition of the steps between the shopper’s section of the car park and Main St and also the steps from the Car Park to Burnmoor Crescent.

* The retiring Chair of Ingleton W.I. reported to the meeting that unfortunately, due to the inability to appoint to critical roles of the local organisation, that it would close after being in existence for just over 100 years. The retiring Committee had agreed to donate the remaining funds to the Parish Council to be used for the provision of a seat which would be positioned in the Play Area Park. The Chairman on behalf of the Parish Council expressed his disappointment regarding the demise of the local group and thanked them for their donation.
* It was reported that benches near the entrance to Ingleborough Park and near the Cemetery needed attention. Clerk to inform the PC Contractor.
* A verbal report was received from an Ingleton Swimming Pool representative. There had been a difficult period particularly in respect of staffing provision, however that has now been resolved. Charges have had to be raised, despite numerous fund-raising initiatives, due to increases in the cost of both staff, utility charges and supplies. The pool was due to close at the end of August however it had been decided that the pool heating system would be switched off and cold-water swimming sessions introduced which were proving to be successful and the season has been extended. The Chairman thanked the representative for her report and reaffirmed the continued Parish Council support for the facility.
* A local resident asked if any progress had been made, following his correspondence, regarding renaming Central Gardens as Elizabeth Gardens as a lasting mark of respect following the death of Her Majesty the Queen. He also reported on the work currently being undertaken in Central Gardens by a small group of local people including the provision of replacement engraved flagstone. The Chairman responded to the question indicating it had been placed on the agenda of the meeting for later discussion and welcomed suggestions.
* The proprietor of Sweet Petite raised the issue of street furniture provision and problems that he was experiencing with a local resident. The Chairman stated that the Parish Council could not intervene in any neighbour dispute and gave feedback on the historic position regarding the use of the Village Square. It was hoped that following the compromise achieved at the last Parish Council meeting regarding street furniture a similar position could be reached for the use of the square and that before the start of the next season the issue could be discussed with the Council. However, the provision of parking remained as the Councils priority.
* A local resident reported that the issue of parking on the pavement appeared to have been resolved albeit perhaps temporarily. He gave an update of his communications with NYCC Highways however he still felt that the Police were not carrying out their duties regarding the issue. The Chairman commented that we had not had a Police presence recently at our meetings however when that occurs the issue will be discussed.

**6.Planning**

* **YDNPA C/45/6026** Proposal: Full Planning Permission for conversion and change of use of existing outbuilding to form a residential annex/short term holiday let. Twistleton Hall, Twistleton Lane, Ingleton - Parish Council had no issues with the application.
* **CDC 2022/24355/FUL** Proposal: Change of use from Workshops to offices including alterations and extension over parking and bin storage area previously approved. The Old Picture House, Chapel Lane, Ingleton - Parish Council had no issues with the application.
* It was agreed that in response to Cllr Ireton’s previous report regarding the proposals for the future of Planning Committees under the new Authority. That the Parish Council would communicate our concerns regarding the inevitable reduction of local input if the new system was implemented.

**7. Parish council maintenance matters** – to consider issues relating to the following:

* **a) Parks, play area and pump track** – The Clerk had received the Safety Inspection Report for both the Play Area and Pump Track. The Pump Track report indicated no urgent action was necessary, however the report on the Play Area had a number of items that required attention. Following debate, it was agreed that Playdale would be approached by Cllr.Walker and asked if they would be interested in carrying out some of the major repairs in The Play Area in particular those related to the surface. Pump track in good condition and being well used. Cllr.McKenzie reported that phase one of the construction was well under and hopefully could be completed fairly soon. It was reported that there had been an incident involving a youngster following which signs and barrier tape put in position to indicate that facility was still under construction and must not be used. It was agreed that before the track could be used it would be necessary to have a safety check. Cllr Walker agreed to ask Playdale if they could provide this service. G. Charlesworth, J. Brown and J. Robertson have been asked to quote for the construction of a post and rail fence alongside the I Centre Car Park.
* **b) The Brow**. Clerk had received a quote of for a general tidy up of the Brow. Following discussion, it was Proposed Cllr Metcalfe, seconded Cllr Emsley that we would go ahead with the work and Cllr Howson and the Clerk would meet the Contractor whilst he is on site to discuss the possibility of some extra works on the other footpaths and enquire if he could carry out works trimming some overhanging trees. Agreed that we would allow a budget of £250/£300 for the additional works.
* **c) Highways.** The footpath under the avenue of trees near the entrance to Ingleborough Park Drive required attention. Agreed that Councillors would contact the NYCC action line to report the issue.
* **d) Cold Cotes/ Chapel le Dale** – The Clerk and Cllr Ireton had spoken to the Legal Officer regarding the issues at Colt Park. The permission was likely to be given however the usage would be limited to the numbers indicated in the original submission. This should have the effect of reducing the usage hopefully to a more acceptable level.
* **e) Community Centre/Library** – Vaccination clinics have continued numbers were particularly high. Pleasing to note that usage was getting near to Pre Covid levels.
* **f) Public WCs** – Still awaiting further information from the Parish Council solicitors regarding purchase of the Public Toilets and Play Area/Park land. Clerk to enquire regarding progress. The Clerk had received a complaint regarding the lack of a baby changing facility in the Gents Toilet at the Play Area. Clerk to investigate.
* **g) Street Lighting** – The Clerk had reported a light out on Church St. Also reported a light out at the Top of High St.

**8) To receive reports and where applicable decide further action on the under-noted on-going issues.**

* **a) Riverside Project –** Nothing to report progress halted until the land purchase has been completed. Planning Application needs to follow once the land has been purchased.
* **b) Environment/Climate** – Nothing to report.
* **c) Twenties Plenty –** The Council still has the priority of 30mph on the A65. Agreed that the Council would continue to work with the Twenty’s Plenty Campaign.
* **d) Street Furniture on Square –** Agreed that the Council needs to ensure that the Square remains available for Community use and that the issue would be discussed further in the future. Clerk to contact NYCC reference the issuing of the licenses for the areas outside the Old Post Office and Bernies Café.
* **e) Village Fountain –** The Clerk had contacted Mr Rishman who had agreed to fix the leak. Mr Tilburn had been contacted with regard to repairs to the woodwork no response had been received to date. The tree next to the Fountain is the responsibility of NYCC and they have been asked to carry out some trimming.
* **f) Citizens Advice Contribution –** Clerk had been unable to obtain any feedback regarding local provision.
* **g) Central Gardens –** Councillors were given the detail of the current agreement with Horton Landscapes by the Clerk who expressed his concern regarding clarity on who is carrying out maintenance. Agreed that the Clerk would discuss the issue with concerned parties. The Clerk had received a quote for a waste bin at Central Gardens which would regularise the current collection system Proposed Cllr Metcalfe Seconded Cllr Emsley that the 90ltr bin is purchased. Agreed that a discussion regarding the renaming of Central Gardens and other suggestions for a lasting memorial to Mer Majesty Queen Elizabeth II be placed on the agenda for the next Parish Council Meeting.

**10) Correspondence** – to action where appropriate.

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| 05/09/2022  | YDNPA Invitation to Parish Forum Meeting |
| 05/09/2022 | Sustran Information |
| 06/09/2022 | Final Notice of Poll Ingleton Parish |
| 07/09/2022 | Creative Craven Survey |
| 08/09/2022 | YDNPA Management Plan Annual Forum |
| 09/09/2022 | CDC Her Majesty The Queen |
| 09/09/2022 | CDC Notification of Planning Decision  |
| 09/09/2022 | CDC Notification of Planning Application |
| 09/09/2022 | NYCC Notification of Road Closure Duke St, Burton in Lonsdale |
| 09/09/2022 | Library Update Her Majesty The Queen |
| 13/09/2022 | YDNPA Invite to Zoom Planning Seminar for Parish Councils |
| 13/09/2022 | CDC Notice of Planning Decision 2022/24197/FUL |
| 14/09/2022 | CDC Notice of Commercial Waste Collections |
| 14/09/2022 | NYCC Cost of living Workshops |
| 14/09/2022 | External Audit Completion Letter |
| 15/09/2022 | YLCA Details of Mourning Period etc |
| 15/09/2022 | NYCC Partner Webinar |
| 16/09/20220 | YLCA White Rose Weekly |
| 21/09/2022 | YDNPA Planning Application c/45/602G |
| 21/09/2022 | Pump Track Inspection Details |
| 21/09/2022 | Play Area Inspection Details |
| 22/09/2022 | Correspondence from Sweet Petite |
| 27/09/2022 | YLCA Chief Executive Report |
| 28/09/2022 | YLCA Ref North Yorkshire Partner Webinar |
| 29/09/2022 | James Gaunt |
| 29/09/2022 | YDNPA Parish Forum Information |
| 29/09/2022 | NYCC Road Closure Information |
| 29/09/2022 | CDC Legacy Committee Nomination Information |
| 30/09/2022 | 20’s Plenty for North Yorkshire |
| 30/09/2022 | NYCC Road Closure Greenfoot Lane, Low Bentham |
| 30/09/2022 | White Rose Bulletin |

**11) Reports from the following:**

* **a) Chairman** – Issues covered during meeting. Nothing to add.
* **b) Clerk** – Quickbooks being installed later in the week.
* **c) Footpaths** – Nothing to report
* **d) Swimming Pool Management Committee** – Nothing to report.
* **e) Quarry Liaison Committee** – Nothing to report. Clerk awaiting response from Quarry regarding next meeting date. Early vehicle movements to be reported.

**12) Finance – to authorise the signing of orders of payment and online payments.**

It was proposed by Cllr Walker and seconded by Cllr Emsley and all agreed to make the following payments. Including the overdue accounts authorised earlier in the month.

**Community Centre**

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| Community Centre Staff | Salaries | £2752.46 |
| Vonage | Telephone Charges Direct Debit | £32.51 |
| Now Pensions | Pension Direct Debit | £245.09 |
| YPO | Stationary  | £74.96 |
| YPO | Cleaning Materials | £373.61 |
| NPOWER | Electricity Account  | £446.14 |
| Craven District Council | Dog Bags | £221.98 |
| PK Roofing Solutions | Roof Repairs | £177.60 |
| Corona Energy | Gas Supply Account | £116.53 |

**Parish Council**

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| M Coggins | General Maintenance  | £234.50 |
| Alexander Marketing | Annual Payment for Website | £642.00 |
| EON | St Marys Church Lighting | £19.90 |
| C.Lis | Microsoft Licence  | £59.99 |
| PHS | Duty of Care Waste | £95.76 |
| Horton Landscapes Ltd | Central Gardens Maintenance | £84.00 |
| Horton Landscapes Ltd | Grasscutting | £708.00 |
| PKF | Completion of External Audit  | £720.00 |
| ROSPA | Annual Safety Inspections | £197.40m |
| NPOWER | Streetlighting | £278.41 |
| JT Atkinson | Public Toilet Repairs | £22.78 |
| Information Commissioners Office | Data Protection Fee Renewal | £40.00 |
| INTUIT Quickbooks | DD | £10.20 |
| MHG Building Contractors | Toilet Cleaning | £1075.80 |

1. No other matters were decided as urgent by the Chairman in accordance with Section 100B (4) of the Local Government Act 1972.

The meeting closed at 9.40pm next Parish Council Meeting will be held on **Monday 7th November 2022 at 7pm** at the Community Centre.