**Minutes of the Parish Council Meeting held at Ingleborough Community Centre on 5th June 2023.**

**Present**

Cllr.J.Emsley (Chairman) Cllr.J. Owen (Vice Chairman)

Cllr.D.McGonnigal Cllr.S. Brash

Cllr.A.Weller Cllr.J.Metcalfe

Cllr.J.Walker Cllr.M.Howson

Cllr.J.McKenzie

In attendance Carl Lis, Parish Clerk.

1. **Apologies for Absence** – 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

**3.To confirm the Minutes** **of the Parish Council Meetings held on of the 1st May 2023, Annual Council Meeting and Annual Parish Council held on the 16th May 2023.** Cllr.Brash proposed, Cllr. Owen seconded the Parish Council Meeting minutes held on the 1st May 2023 and it was agreed that they reflected a true record of the Meeting. Cllr Metcalfe proposed, Cllr Walker seconded the Annual Parish Meeting minutes held on the 16th May and it was agreed that they reflected a true record of the Meeting. Cllr Weller proposed, Cllr Brash seconded the Annual Parish Council Meeting minutes held on the 16th May and it was agreed that they reflected a true record of the Meeting.

**4. Reports**

**Police Report –** A Police Report for the month had been received.

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

Mr J.Gaunt was in attendance with regard to his letter to the Parish Council requesting permission to plant a tree in memory of HM Queen Elizabeth II. Unfortunately, the land Mr Gaunt was referring too was not in the ownership of the Council, therefore he was advised to contact Yorkshire Housing regarding the request. Cllr Walker reported that she had received complaints regarding the lack of grass cutting on Thacking Lane. The Clerk reported that he had also received complaints regarding Red Ash Lane and The Old Clapham Road. Clerk to contact Horton Landscapes regarding the issues raised. Cllr Metcalfe had invited the organisation “Our Common Cause” to attend a future meeting.

as he felt it could be of interest to the Council as it concerned £2.5m of overall funding in particular with issues relating to Common Land. Cllr Metcalfe gave a brief explanation regarding the aims and objectives of the organisation. Cllrs agreed. Cllr Metcalfe to liaise with Clerk. Cllr Metcalfe reported on an issue regarding the installation of a generator providing power to a mast near the Old Quarry near Hunts Cross. Despite the fact that it was outside of the Parish He felt that the noise coming from the site was unacceptable and was having a serious effect on ground nesting birds in the area. Agreed that the Clerk would contact YDNPA regarding the issue.

**6.Planning**

* **NY/2022/24139/FUL** - Change of use of agricultural land to site camping pods for holiday use and associated works (formation of biodiversity ponds, alterations to access off A65 and re-surfacing and extension of access track) Dale View, Rarber Top Lane, Ingleton, Carnforth, LA6 3DR. Following discussion it was agreed to support the application.
* **NY/ZA23/25051/VAR & ZA23/2530VARLBC (Listed building consent)** – Application for variation of condition no2 (Plans) of application reference number 2020/21692/FUL . Adjacent to 2 Bank Hall, Main St. Ingleton LA6 3HQ. Following discussion, agreed that the Council would not object to the proposal.
* **NY/ZA23/25041/HH –** Single storey extension and associated alterations to existing bungalow. Myersfield, Lowkber Lane, Cold Cotes, Clapham. LA2 8HZ. Cllr Weller reported that there were a number of footpath related issues with the application. Agreed that Council would request that these issues should be resolved before planning permission was granted.
* **NY/ZA23/25075/TPO – This application had been received following the publication of the agenda.** Removal of tree at Moorgarth Hall, Rarber Top Lane, Ingleton LA6 3DN- Following discussion it was agreed that providing the condition of the tree was confirmed there was no objection to the proposal
* NY**/YDNPA Notification of decisions/appeals received - YDNPA Ref APP/C9499/W/22/3307435 -** Ribblehead Quarry, Low Sleights Rd. Ingleton The Clerk had received notification that the appeal had been dismissed.

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

* **a) Parks, play area pump track & dirt track** – Cllr McGonnigal reported that there were three trees that needed attention on the land between the Swimming Pool and Strand Cottages. Agreed that the Chairman and the Clerk would have a look at the area and if land was not in the ownership of the Parish Council the Clerk would attempt to establish contact with the landowner. Cllr Metcalfe suggested the Clerk should contact Mrs Dawson who is the Secretary the Graziers Association and had the contact details for the owner.

The Chairman reported that he had recently been to Kirkcudbright and visited their play area which had some innovative play equipment built int a slope. He felt this could be of some interest to the Council in terms of the Ingleton Play Area proposals and offered, at his cost, to take Councillors to visit the site. It was agreed that the Chairmans offer would be discussed at the next meeting.

The pump track is being well used and construction of the dirt track is well under way.

**b) The Brow -** The Clerk had received another request for some grass cutting to be undertaken at the Brow. It was agreed that the Clerk would ask the contractor to cut the grass back on the edges of the footpaths and seek to have an annual cut for August/September.

* **c) Highways –** Various works were being carried out and the rake was due to be surface dressed in the week following the meeting. Various issues were raised regarding different areas in the village the that were causing concern. The Chairman reported that he would be raising problems via the NY Highways portal. It was hoped that more detail on when the repairs on Back Gate would be included in the 2023/24 would be received soon.
* **d) Cold Cotes/Chapel le Dale** – Nothing to report.
* **e) Ingleborough Community Centre/Library –** The Clerk reported that hire revenue was now back up to pre covid levels and providing that utility expenditure was reduced and following increases in hire charges reported last month it is envisaged that last year’s level of recorded deficit would be greatly reduced. Cllr Howson informed the meeting that the performance of the solar panels at the Community Centre could be improved by cleaning. Clerk to contact Mark Rogerson the contractor who cleans the windows at the Centre to ask if he could carry out the cleaning.
* **f) Public Toilets –** Cllr reported an issue with the water pressure at the Thacking lane toilets as well as other properties in the vicinity that was being investigated.
* **g) Street Lighting –** Various problems had been reported by Cllr McGonnigal that had been forwarded to Howson’s for their attention.

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

* **a) Riverside Project –** Cllr Walker and the Clerk would report back to the Council following a meeting that was due to take place at the Millenium Trust offices on 8th June that would be attended by NYC officers with the intention of discussing possible funding avenues for proposed new play area.
* **b) Environment/Climate** – Councillors reported their concerns in the future with regard to water and drainage issues. Various initiatives that were explored and remedial actions implemented in the past through the planning system appear to have been abandoned. The Clerk was asked to write to United Utilities and North West Water to express our concerns for the future with regard to water supply and foul water disposal capacity issues for the future and ask for an increase in our local supply and available capacity.
* **c) Twenties Plenty.** The Clerk informed the meeting that we had received a survey for completion. The Chairman would complete.
* **d) 30mph Speed Limit –** Cllr Ireton updated the Council on the current proposals from NYC which required a contribution of between £11 and £16k from Ingleton Parish Council. Following discussion, it was proposed Cllr Metcalfe and seconded Cllr McKenzie and agreed that the Council would, in principle, contribute up to a figure maximum of £16k towards the implementation of the reduced speed limit. The Clerk was asked to write to NY Highways informing them of the decision and ask a representative from Highways Department to attend our next Parish Council meeting to answer questions from Councillors regarding further detail on the proposals including the provision of detailed plans and detail of their previously agreed provision of double yellow lines in the vicinity of the garage on the A65. The clerk was also asked to investigate further funding sources.
* **e) Discussion ref request for seating on the Square –** The proprietors of Sweet Petite attended at the request of the Council to consider options with regard to the provision of seating and tables in front of their business on the Village square. The Chairman suggested that a way forward was to pay a daily rental of £10 when they were using the area under a similar agreement that stallholders used when the weekly market used to take place. Following discussion, it was agreed that the shop owners should consider that option and come back to the next Parish Council where hopefully the matter could be resolved.
* **f) Land/Property Purchase Valuation –** The Clerk had been contacted by Turners and unfortunately Mr Metcalfe could not carry out the valuation at the present time. However he had given the Clerk details of a company called Richard Taylor Commercial in Lancaster who he felt could carry out the work. Clerk to contact.
* **g) Request to plant a tree in memory of Queen Elizabeth II –** Previously discussed
* **h) Internal Audit Report** – The Clerk reported that the 2022/23 Audit had now been completed with no significant issues reported.
* 9. Reports from and questions to County and Parish Councillors **–** Nothing further to report.

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

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| 03/05/2023 | NY Police Commissioners Update Report |
| 04/05/2023 | NY Police Commissioners Change of address |
| 05/05/2023 | YLCA White Rose Bulletin |
| 09/05/20233 | NY Planning Application 2022/24139/FUL |
| 11/05/2023 | Ogletorpe Sturton & Gillibrand Land Registry Completion Details |
| 11/05/2023 | NY Highways Road Closure New Rd Ingleton |
| 12/05/2023 | NY Police Commissioner “Your Police Your Say” |
| 16/05/2023 | Letter to NYP Commissioner from Mr & Mrs Knowles |
| 18/05/2023 | Emails from Cllr Ireton |
| 19/05/2023 | NYC Planning Notice of Approval 2023/24879/FUL |
| 22/05/2023 | YDNPA Info From Parish Forum |
| 22/05/2023 | NYC Planning Notice of Approval 2023/24879/FUL |
| 22/05/2023 | NY Planning Application ZAR23//25051/VAR & ZA23/2530/VARLBC (Listed Building Consent) |
| 23/05/2023 | NY Planning Application ZA23/25041/HH |
| 23/05/2023 | NY “Let’s Talk Transport” |
| 24/05/2023 | YLCA Ref NY Police Meeting |
| 24/05/2023 | Letter from Ingleton visitors ref donation of bench |
| 25/05/2023 | YDNPA Appeal decision C/45/62/D |
| 25/05/2023 | 20’s Plenty Consultation |
| 30/05/2023 | Internal Audit Report 2022/23 |

**11) Reports from the following:**

* **a) Chairman** – The Chairman had nothing further to report
* **b) Clerk** – The Clerk had received further correspondence from Mrs Catherine Clare asking if she could supply one or, depending on cost, two benches near to the Square in the Village in memory of family memories past who had visited and loved the Village since 1956. It was suggested that a plaque could be installed regarding the previous donation of two benches by the IRCA. The Council agreed with the proposal and asked the Clerk to contact Mrs Clare to progress and discuss further at the next Parish Council Meeting

Unfortunately, it was found when completing the year end Audits Quick books was somewhat less than perfect in achieving year end AGAR reports although it had been found to be extremely useful on a month-by-month basis. The Clerk had been recommended software provided by Scribe that was being used by almost 1500 local authorities and appeared to be better suited to the Councils requirements. Clerk to investigate.

The Clerk informed the Council that he had received the accounts for last year from the 1940’s weekend organisation which satisfied the requirements to progress with the previously agreed funding support of £1000 therefore asked if he could progress with payment. Agreed. provided by Scribe that was being used by almost 1500 local authorities and appeared to be was much better suited to the Councils requirements. Clerk to investigate.

The Clerk informed the Council that he had received the accounts for last year from the 1940’s weekend organisation which satisfied the requirements to progress with the previously agreed funding support of £1000 therefore asked if he could progress with payment. Agreed.

The Clerk had received notification of a bus service operated by the Sunday Northern Dales Bus Service that would be operating on Sundays and Bank Holidays until the 22nd of October between Hawes and Kirkby Lonsdale. Cllr Owen informed the meeting that copies of the bus timetable were available in the TIC.

An email had been received complaining about the amount of litter in Central Gardens following the extremely busy Bank Holiday weekend. Agreed that the Clerk would approach Mr.J.Morphet to ask if he would carry out weekly inspections and, where necessary, take remedial action.

* **d) Swimming Pool Management Committee** – Cllr Howson reported that some volunteers had unfortunately withdrawn their services because of difficulties they had in coping with the electronic bookings.
* **e) Quarry Liaison Committee –** No meeting, however The Clerk had reported the issues of wagons causing noise nuisance in the early hours of the morning at the Back Gate Car Park. The Quarry Manager agreed to look into the issue but doubted if the wagon movements were associated with Quarry related business. He reiterated his previous commitments to take action if matters could be reported to him promptly.

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**12) Finance –**

**a) To authorise the signing of orders of payment and online payments.**

It was proposed by Cllr Brash and seconded by Cllr Emsley and all agreed to make the following payments.

**Community Centre**

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| Community Centre Staff | Salaries | £3480.33 |
| Vonage Direct Debit | Telephone Charges | £32.40 |
| Now Pensions Direct Debit | Pension | £223.01 |
| Rogersons | Window Cleaning March | £40.00 |
| Corona Energy | Gas A/C Not Received |  |
| Haworths | Final Settlement of Account | £287.50 |
| Armstrong Watson | Payroll | £57.00 |
| NYC | Trade Waste Charges | £0.85 |
| EDF | Annual Metering Charges | £156.00 |
| NYC | Trade Waste Charges | £961.66 |
| Toobys | Replacement Dryer | £431.00 |
| NYC | Dog Bags | £316.03 |

**Parish Council**

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| INTUIT Quick Books Direct Debit | DD Quick Books Monthly Payment | £40.80 |
| EON | Church Lighting | £17.80 |
| Howsons | Street Light Maintenance | £3780.00 |
| NPower | Street Lighting | £336.07 |
| MHG Building Contractors | Toilet Cleaning/Bin Emptying | £1111.66 |
| NYC | Trade Waste Charges Thacking Lane/Play Area | £343.38 |
| NYC | Trade Waste Charges Community Centre | £314.78 |
| MJ Coggins | Various repair work | £127.50 |
| Town Parish Audit | Completion of Internal Audit | £285.00 |

**b) To Authorise the Annual Governance Statement 2022/23** - It was proposed by Cllr Brash and seconded by Cllr Emsley and all agreed to authorise the Annual Governance Statement 2022/23

**c) To Approve the Accounting Statement 2022/23** - It was proposed by Cllr Metcalfe and seconded by Cllr Brash and all agreed to authorise the Accounting Statement 2022/23

**13.**  No other matters were decided as urgent by the Chairman in accordance with Section 1008 (4)

Of the Local Government Act 1972

The meeting closed at 9.03pm.

**The next Meeting of the Parish Council will be on Monday 3rd July 2023 at 7pm at the Community Centre**