**Minutes of the Parish Council Meeting held at Ingleborough Community Centre on 7th August 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.J Brown

In attendance Carl Lis, Parish Clerk.

**1.Apologies for Absence** – Cllr J.McKenzie, 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 3rd July 2023.** Cllr. McGonnigal proposed, Cllr. Brash seconded the Parish Council Meeting minutes held on the 3rd July 2023 and it was agreed that they reflected a true record of the Meeting.

**4. Reports**

**Police Report –** A Police Report had been received. Councillors expressed their concern regarding the increase in reportable offences, and hope that a NYP representative would be in attendance at the next meeting to enable Councillors to report issues regarding evidence of HGV parking on the A65 opposite the garage at the junction with Laundry Lane.

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

There were no matters raised.

**6.Planning**

* **YDNPA C/45/656** – Full Planning Application for change and alterations of former agricultural building to local occupancy residential use and short-term holiday let (amended). Green Slack Barn, Chapel le Dale, Ingleton. LA6 3AS. Following discussion, it was agreed to support the amended application.
* **NY/ZA23/25174/FUL** – **Application received after publication of the agenda for meeting** – Extension of an existing dwelling, erection of attached single bedroom dwelling, Clark Cottage and Land Adjacent to 11 Uppergate, Ingleton LA6 3BD. Following discussion, it was agreed to support the application.
* NY**/YDNPA Notification of decisions/appeals received –** None had been received.

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

* **a) Parks, play area pump track & dirt track** – The Chairman, Vice Chairman and Clerk had visited Kirkcudbright to look at the Play Area installed by the Local Council. The Chairman felt that the equipment that was installed using the banking at Kirkcudbright would be ideally suited to the topography at Ingleton Play Area. Photographs had been circulated. Cllr Howson reported on similar equipment that was in place at Bentham. It was agreed that once Planning Permission had been granted options for equipment and funding options would be discussed.

Work has been ongoing at the dirt track despite the fact the weather has been atrocious. Cllr Howson reported that a group of volunteers were hoping to meet early evening on the 9th  August weather permitting. The Clerk had received notification that the Play Area and Pump Track inspections will be carried out by Playdale in September, all agreed it would be excellent, and cheaper, if we were in a position to carry out the Safety Inspection on the Dirt Track at the same time. if the Dirt Track is completed approaching completion. The Clerk will inform Cllr Walker when he receives a date for the inspection of the Play Area.

* **b) The Brow -** The Clerk had contacted Mr. Holroyd to ask him to cut back tree growth impinging on the highway again.
* **c) Highways –** The Clerk had sent a number of photographs of HGV vehicles parking on the A65 to NY Highways who were now indicating that the Police need to be informed. Cllr Metcalfe complimented NY Highways for the recent work carried out in the village both on surfacing and the provision of double yellow lines. The Clerk had spoken to the CEO at YDNPA who had agreed to investigate and report back on the issues raised at the July meeting regarding the increased numbers of visitors in the Ribblehead area that was creating accessibility and safety problems in particular with walkers.

The Clerk had sent an email NY Properties regarding issues previously raised expressing concerns with regards to trees in particular Ash trees in various areas in the village near to the highway and in particular the road from Oddies Lane where it passed the wood at Mealbank Quarry. No reply had been received to date the Clerk had sent a follow up email.

* **d) Cold Cotes/Chapel le Dale** – The issue of Japanese Knotweed had been reported by Cllr Metcalfe. Cllr Weller reported that there were still safety concerns regarding the entrance to Salt Lake Cottages and the effect of the Planning Application by Natural England would have regarding this issue.
* **e) Ingleborough Community Centre/Library –** The Clerk reported that he had received a Freedom of Information request for a copy of the Parish Council Audit reports pre and post covid. He was in the process of putting the information together and responding to the request. The Clerk assured Councillors that he would not release any personal information that was contained in the data supplied to the Auditors in the response. The Clerk reported the Community Centre income was currently showing an increase on last year and the recently instigated Tuesday Café run at the Centre was proving to be extremely popular with local residents in particular. The IRCA are forming an Events Committee to discuss possible ways of increasing Community Centre usage.
* **f) Public Toilets –** Further to the reported incident the money collected was now being emptied weekly.
* **g) Street Lighting –** The Clerk had reported the issues with the trees from the Primary School wooded area creating problems with the lighting on Red Ash Lane to the school. It was reported that a small tree had fallen in same area and that it was obstructing the footpath. Unfortunately, the School personnel are now on holiday, therefore, to rectify the problem quickly the Clerk had asked Mr Olroyd to clear the obstruction and whilst he was there he cut back the foliage that was causing the problem with the light**.**

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

* **a) Riverside Project –** Nothing further to report
* **b) Environment/Climate –** Nothing further to report.
* **c) Twenties Plenty** – The Clerk reported that he had circulated correspondence indicating that there had been meetings at NYC where the issues had been discussed. The Clerk had been informed by Cllr Ireton that following that meeting and now we have clarity regarding the 30mph speed limit, it may be a good time to indicate our interest regarding various locations in the Village that would benefit from a 20mph limit to NY. Following discussion, it was agreed to keep it on the agenda to discuss at the next meeting.
* **d) 30mph Speed Limit –** The Grant applied for from the Millenium Trust by the Chairman for £5k towards the Council costs for the upgrade has been approved. The Chairman had sent a letter of thanks to the Millenium Trust. The Clerk had visited the garage and spoken to the site manager again, however there is still a lack of clarity on when ASDA take over will take effect therefore our letter to them cannot yet be sent, the Manager had promised to contact the Clerk as soon as there is a clearer picture. Letter to other businesses from the Chairman has been produced and will be sent out in the next couple of weeks. Cllr Howson asked if any Local Contractors had been contacted regarding the work to be carried

out. The Clerk apologised for not doing this, Cllr Howson agreed to contact the Local Contractor and give details of who to contact at NY Highways.

* **e) Discussion Ref Seating on the Square –** It was proposed Cllr Walker, seconded Cllr Emsley and agreed that the Council would exclude the public to discuss this issue as it would result in the possible disclosure of exempt information.
* **f) Change of Accounting Software –** Following discussion at the last meeting the Clerk had contacted Scribe who operate an accounting system which is better suited to Parish Councils in particular than the current system and currently being used by almost 1000 Local Minor Authorities. He had taken part, along with the Centre Manager, in a video meeting where staff from Scribe gave a detailed presentation of the system. The Clerk gave details of the proposals from Scribe and following discussion it was proposed Cllr Metcalfe seconded Cllr McGonnigal and agreed to take up the quotation from Scribe and implement as soon as possible.
* **g) Donation to the repair of St Marys Church Clock-** As reported at the last meeting the Clerk had received a request from The Vicar at the Church. Following discussion, it was agreed that the Clerk would indicate that the Council would support the repair with a contribution the for a contribution towards the repair however more detail was required, as is the case with other applications for funding regarding cost.
* **h) Parish Council Insurance**  – The Clerk reported that he had received the quote from James Hallam the current Parish Council Insurance brokers for insurance cover from the twelve-month period starting 1st September 2023. He had tried, without success, to get alternative quotes and as the start of the new cover period was imminent asked the Council to approve the payment to J.Hallam that would be paid at a later date in August. The Clerk also reported that the Brokers were offering a three-year agreement which would limit the annual increase to 5% for the following three years. After discussion it was proposed Cllr McGonnigal, seconded Cllr Metcalfe and agreed that the Council would accept the details quoted in the three-year term.

**9.** **Reports from and questions to County and Parish Councillors –** None

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

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| 03/07/2023 | NYC Subsidised Bus Services |
| 04/07/2023 | Twenty’s Plenty Communication |
| 04/07/2023 | YLCA Carbon Literacy Training |
| 06/07/2023 | Cancelation of Broadacres Consultation Session |
| 06/07/2023 | Email from Sweet Petite |
| 07/07/2023 | Flood Alert from NYC |
| 07/07/2023 | Email Trail from Sweet Petite |
| 10/07/2023 | Recruitment NY Local Access Forum |
| 11/07/2023 | Email from Darren Griffiths NY Highways |
| 17/07/2023 | YDNPA Planning Training Session |
| 18/07/2023 | Area 5 Highways |
| 18/07/2023 | NYC Parish Charter |
| 20/07/2023 | Pension Credit Information |
| 25/07/2023 | Rural Services Network Bulletin |
| 01/08/2023 | YDNPA Amended Planning Application Chapel le Dale |
| 02/08/2023 | NY Planning Application ZA23/25174/FUL |

**11) Reports from the following:**

* **a) Chairman** –
* **b) Clerk** – As previously reported The Clerk had contacted Mr Holroyd with regard to trimming back tree branch encroachment on the highway from the brow and taken the opportunity to also visit the site at the Strands near the swimming pool where some tree works were required. Mr Holroyd would carry out and the work at the Strands later in the year when the trees were not in leaf. The Clerk reported that the replacement benches had been delivered for the Square and Mr Coggins had installed one to date. The Clerk will send an invoice to the Clare Family for payment. The NY policy statement on future working with Parish Councils had also been circulated during the month which gave useful information and also contact details.
* **c) Swimming Pool Management Committee** – The accounts had been received during the month.
* **d) Quarry Liaison Committee –** Nothing to report

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**12) Finance –**

**a) To authorise the signing of orders of payment and online payments. Proposed Cllr Metcalfe, seconded Cllr Weller and agreed.**

**Community Centre**

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| Community Centre Staff | Salaries | £3219.21 |
| Vonage Direct Debit | DD Telephone Charges | £32.64 |
| Now Pensions Direct Debit | Pension | £219.74 |
| Rogersons | Window Cleaning | £40.00 |
| Corona Energy | Gas A/C | £2058.97 |
| Armstrong & Watson | Wages Admin | £57.00 |
| T.J.Handley | Electrical Works | £2018.45 |
| Baren Heating Services | Heating Repairs | £192.00 |
| YPO | Cleaning Materials | £106.24 |
| JT Atkinson | Toilet Repair | £9.50 |
| NYC | Excess Weight Charges | £1.33 |

**Parish Council**

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| INTUIT Quick Books Direct Debit | DD Quick Books Monthly Payment | £40.80 |
| EON | Church Lighting | £15.67 |
| NPower | Street Lighting June | £276.64 |
| MHG Building Contractors | Toilet Cleaning/Bin Emptying | £1142.66 |
| Waterplus | Wastewater Charges (Paid) | £605.70 |
| Carl Lis | Clerk Salary | £995.36 |
| Howsons Ltd | Repairs at Public Toilets | £522.00 |
| NPower | Street Lighting July | £282.88 |
| NBB Recycled Furniture | 2 Benches for Village Centre (Donation) | £1140.00 |
| Waterplus | Water Charges (Paid) | £170.55 |
| SSE | DD Thacking Lane Toilets | £81.04 |
| SSE | DD Community Centre Car Park Toilets | £491.58 |
| To be paid before September Meeting |  |  |
| James Hallam | Sickness /Business/Travel Insurance | £437.69 |
| James Hallam | Commercial Combined Insurance | £6941.75 |

**b) Finance Update** -During the month the Clerk had carried out an expenditure/income comparison and projection to the end of the year. Currently he was predicting an overspend of £2.5k. However, the 22/23 end of year balance was £7.5k more than anticipated therefore he was currently projecting having £5k surplus against the precept. This, of course, doesn’t take into account £16k payment to NYC for the 30mph changes which as previously mentioned has been helped by £5k from the Millenium Trust and would leave £27k in balances at year end. However, he went on to report that whatever additional help we can get in funding will obviously improve that figure.

**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 8.24pm.

**The next Meeting of the Parish Council will be on Monday 4th September 2023 at 7pm at the Community Centre**