MINUTES OF THE PARISH COUNCIL MEETING HELD

 **IN THE COMMUNITY 1 August 2016**

**PRESENT:** Chairman Weaire Cllr. C. Lis

 Cllr. J. Emsley Cllr. S. Brown

 Cllr. P. Weaire Cllr. J. Ward

 Cllr. D. McGonnigal Cllr. T. Macaulay

 Cllr. A. Danskin

**In attendance:** Cllr. D. Ireton, Alison Hack, 1 Police representative, 4 members of the public

**This meeting was recorded under file PCAug2016**

**APOLOGIES**: Cllr. M. Howson

1. **DECLARATIONS OF INTEREST** **–** Cllr. Weaire declared an interest in the library, Cllr. Danskin in matters relating to the WCs and maintenance, Cllr. Lis declared an interest in community centre staffing issues.
2. **To confirm the Minutes of the Parish Council Meeting held on 4 July 2016 and review matters arising**

**The Minutes** of the previous meeting having been circulated were amended under item 2a) to correct a spelling error, under item 8g) ‘B4RN’ was replaced by ‘Chapel le Dale’. With these amendments Cllr. Emsley proposed, Cllr. McGonnigal seconded, it was agreed to accept these as a true record and they were duly signed by the Chairman.

**a) Village Square** – It was proposed by Cllr. Weaire and seconded by Cllr. Metcalfe and agreed to instruct the solicitors to research ownership of the Square with a view to registering it as a village green.

**4. REPORTS**

**Police** – The police officer present reported on the incidents that had occurred over the last month including criminal damage and the quarry and Low Demesne and there had been a case of a stolen dog. Cllr. Weaire reported still receiving complaints about parking at Low Demesne. Cllr. McAulay complained about the lack of any action on parking on dropped curbs. Cllr. Metcalfe suggested police might like to monitor Hawes Road on Sunday mornings for speeding vehicles.

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

1. **Jenkins Beck Railings** - A member of the public raised the matter of the poor condition of the railings by Jenkins Beck. Cllr. Lis declared an interest as a nearby resident. It was agreed the Clerk should write to Highways to request action and Cllr. Ireton also will pursue this.
2. **Middle School Playing Field** - Another member of the public requested the temporary use of the remaining site at Middle School for football use. Cllr. Emsley objected to this proposal as he felt there was a danger it might become permanent. It was proposed by Cllr Lis, seconded by Cllr. Danskin and with the exception of Cllr. Emsley agreed the Clerk should write to S. Wilson requesting temporary use under licence of the NYCC section of the site. It was also agreed to allow use of the Parish Council section of the site.
3. **B4RN Project** M. Sutton reported on this project and requested permission to install 16mm ducting on the Brow. Cllr. Metcalfe proposed, Cllr. Emsley seconded and it was agreed to approve this and to keep this as a permanent item on the agenda.

**7. PLANNING**

1. 45/2016/17072 Application for Listed Building Consent for all works in breach of previous Applications Referenced 45/2001/1755 and 45/2001/1776,

The Old Court House, 56 High Street, Ingleton via Carnforth LA6 3AH

 **No objections raised**

1. 45/2016/17108 Listed Building Consent to Lay Fibre Optic Cable Ducting on the Existing Loose Surface Housed in a protective Flexible Ducting held in place with weights.

Ingleton Viaduct, Ingleton, Carnforth

**The meeting supported this application**

1. 45/2016/17160 Alterations to Existing First Floor Structure to form a Balcony

38 High Street, Ingleton, Carnforth, LA6 3AF

**No objections raised**

1. 45/2016/17176 Remove 1 No. Sycamore

2 Ingleborough Park Drive, Ingleton, Carnforth, LA6 3AJ

**No objections**

**8. MATTERS ARISING – Items for discussion from Circulation Documents**

**a) Ingleton Ladies Netball Team** – it was agreed the matters relating to the multi sports pitch should be dealt with by the IRCA and sports management team. The request for a donation was discussed and it was proposed by Cllr. Lis, seconded by Cllr. Metcalfe and agreed to donate £150 towards the cost of new netball posts.

**b) iCentre** – It was agreed to request the remainder of the bike shelter for use on the pump track and request M. Coggins to remove and resite it. It was also agreed to reject their proposal to share an additional litter bin.

**c) Disabled Parking Bay** – After discussion it was agreed not to support the local resident’s proposal of a disabled parking bay outside the pharmacy.

**d) BT Kiosk Removal** – it was agreed the Clerk should write objecting to the removal of the BT kiosk from the Square.

9**. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** No report
2. **The Brow –** The Clerk reported this had recently been cut.
3. **Highways** – Cllr. Brown reported a serious pothole on the pavement on Main Street and the Clerk will report this. She also queried the lack of action on the uneven pavement near the Community Centre entrance and the Clerk informed her that Yorkshire Water had contacted her several times to report progress.
4. **Pump Track** – Cllr. McGonnigal offered to organise a maintenance group and this was accepted with appreciation from the other members. Cllr. Metcalfe suggested there should be a meeting to organise the maintenance of the track.
5. **Street Lighting** – A light out on Ingleborough Park Drive and on Main Street was reported and the Clerk took a note.
6. **Ingleton Community Centre** – Cllr. Lis reported on a successful gala.
7. **Cold Cotes/Chapel le Dale –** no report

**10. To receive information and where applicable decide further action on the undernoted ongoing issues**

**a) Village Action Team** Cllr. Weaire reported on the recent progress from this group, a topographic survey was being conducted of the park.

**b) Allotments** – The Chairman read a letter from a local resident raising several queries regarding the choice of site for the allotments which will be replied to by Cllr. MacAulay who will pass his reply on to the Clerk for onward transmission

Cllr. MacAulay requested authority from the Parish Council for expenses to cover the cost of attending a course on allotment management and it was agreed the £45 for the course plus 45p per mile for petrol be given.

**10. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS -** Cllr. Ireton reported that the application for the development behind Backgate near the lorry park has been deferred for a site meeting. Cllr. Weaire had received a complaint that the house appeared oversized and Cllr. Ireton took a note and will check this. Cllr. Ward queried the use of traffic wardens at the recent 1940s event as he felt it would put visitors off in future. Cllr. Lis reported that from next April the blue bins would include paper waste.

**11. CORRESPONDENCE**

Emails

Emails

6/7 CDC Notification of Road Closure for Gala

7/7 Craven CVS Community Fundraising Event

7/7 National Village Parish and Community Hall Networks

13/7 Community Channel Appeal

18/7 Highways response to Pothole Repair complaint

19/7 YLCA Allotments Training event

19/7 YLCA Finance Training

19/7 YLCA Procedures Training

26/7 Steve Knowles re Jenkins Beck Railings

27/7 Anna Jackson request for donation to Ingleton Ladies Netball Team

27/7 YLCA White Rose Update

27/7 YLCA Training Sessions Sept. to Dec. 2016

28/7 YLCA Chairmanship Training

28/7 YLCA News Bulletin

28/8 NYCC Customer Focus Group

28/7 ICentre request for shared cost of wheelie bin and bike shed repair

28/7 WPS Insurance Brokers terms for new contract and revised annual premium

29/7 Notification of works in the Square

29/7 NYCC Police newsletter

1/8 NYCC Information on Community Speed Group

Letters

The Clerk magazine

Lune Valley Rural Housing Association AGM

Disabled Parking Request Near Pharmacy

YLCA Annual Review

CDC Ward Member Grant Scheme

29/7 CDC Chairman Letter of Thanks re pump track

29/7 J. Smith MP Schedule of Surgeries

**12. REPORTS**

1. **Chairman** – No Report
2. **Footpaths Committee** – Cllr. Emsley reported a large number of footpath signs being installed.
3. **Clerk**

**Library** – The notification of determination of the lease next March had been received which was signed by the Chairman. It was agreed the draft agreement that would replace the present agreement be circulated for discussion at the next meeting.

**Community Speed Group** – Cllr. Weaire took the information on this.

1. **Swimming Pool** – No report

### 13. FINANCE

1) To authorise signing of orders of payment

Cllr. Metcalfe proposed and Cllr. McGonnigal seconded and it was agreed that the undernoted invoices be paid:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 52 | sun | dd | Yorkshire Water | Drinking Fountain Sup | 5.82 |
| 53 | s13 | dd | Eon | Floodliting St. Marys | 27.72 |
| 54 | sls | dd | Eon | Street Light Supply | 395.26 |
| 55 | pro | dd | Haworths | Payroll Svs | 295.20 |
| 56 | sun | dd | A. Hack | Petty Cash Float | 25.00 |
| 57 | aa | dd | A. Hack | Clerk Salary | 651.12 |
| 58 | brep | 124 | Builders Supply | building supplies | 160.04 |
| 59 | ab | dd | A. Hack | Clerk Tel&Brdbade | 34.61 |
| 60 | gfl | 125 | J. Hartley | Cutting the Brow | 307.20 |
| 61 | ins | 126 | WPS Ins | Pump Track liability | 76.68 |
| 62 | tut | dd | SSE | Park WC supply | 91.88 |
| 63 | tut | dd | Yorkshire Water | CC carpark WC supp | 514.18 |
| 64 | s13 | 127 | Folk Festival | donation | 750.00 |
| 65 | tcl | dd | MHG Bdg Ctrs | Cleaning WC&ltr bins | 1333.99 |
| 66 | gfl | dd | Horton Ldscaping | Grasscutting | 564.00 |

**Community Centre**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 54 | 410 | Olympia Supp | Cleaning Supp | **35.1** |
| 55 | 411 | Howsons Ltd. | Lighting Rep | **396** |
| 56 | 412 | S&M Fire Svcs | Service | **276** |
| 57 | 414 | Ben Steele Jnry | Ext.Door etc | **2244** |
| 58 | 415 | Yorkshire Water | Supply | **959.84** |
| 59 | dd | A. Hack | Petty Cash Flt | **97.47** |
| 60 | dd | A. Hack | Key Cutting | **37** |
| 61 | dd | Talktalk | Tel&Brdbd | **35.24** |
| 66 | 416 | M. Rogerson | windows | **40** |

Staff costs amounted to £2084.68

**2) To review insurance renewal** Information on the current insurance having been previously circulated by the Clerk it was proposed by Cllr. Danskin, seconded by Cllr. Metcalfe and agreed to renew with the current insurance brokers for an additional three years. It was also agreed the Clerk should organize a checklist chart for each piece of equipment in the play area and ensure that the site was checked weekly to be undertaken either by J. Morphet or herself.

# 14. ANY QUESTIONS/ITEMS FOR DISCUSSION - None

The next Parish Council Meeting will be held on Monday 5 September 2016 at 7pm at the Community Centre.