MINUTES OF THE PARISH COUNCIL MEETING HELD

**IN THE COMMUNITY 5 February 2018**

**PRESENT: Chairman** P. Weaire Cllr. J. McKenzie

Cllr. J. Ward Cllr. S. Brash

Cllr. C. Lis OBE Cllr. J. Emsley

Cllr. D. McGonnigal Cllr. T. MacAulay

Cllr. J. Metcalfe

**In attendance:** Alison Hack, 9 members of the public

**This meeting was recorded under file PCTapesFeb18**

1. **APOLOGIES**: M. Howson

1. **DECLARATIONS OF INTEREST** **–** Cllr. Lis declared an interest in staff matters at the Community Centre
2. **To confirm the Minutes of the Parish Council Meetings held on 8 January and review matters arising**
3. **Village Action Team –** to discuss progress on project – The Chairman reported on the situation and briefly went through the history of the project for the benefit of the members. Discussion followed on the lack of communication of relevant information on the signage. A meeting was being arranged by A. Laycock the following week with several members of the Council and it was hoped the situation would become clearer.
4. The Minutes of the previous meeting having been circulated the Minutes were proposed by Cllr. Lis, seconded by Cllr. Metcalfe, and accepted by the members as a true record and duly signed by the Chairman.
5. **REPORTS**

**Police** – an email from PC B. Parsons had been circulated to members before the meeting and circulated to Councillors

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

**i) Planning –** several members of the public had attended to object to the planning application for a development at Backgate. The objections raised included the consequences for drainage and creating increased flooding, the development of an heritage site and damage to wildlife, dangerous access and reduced visibility on to Backgate, a significant increase in traffic in an already congested area.

**ii) Castleberg Hospital Consultation** – a member of the public circulated leaflets on this consultation and it was moved by Cllr. Lis and agreed the Parish Council should write to objecting to the proposed closure of Haden Ward and asking for reasons why a consultation drop in session was not held at Ingleton, as it was felt that the issue particularly affected the local area.

**iii) Meeting with Police Crime Commissioner –** It was agreed to write to the PCC expressing the Parish Council’s disappointment that she felt unable to meet with smaller groups of Councillors as a meeting had been proposed to discuss the drug dealing in the village.

**iv) NatWest Bank Mobile Van –** It was agreed the Clerk should write to ascertain the times this visited the village as Cllr. Ward believed that they had changed.

**v) Dementia Friendly Council** – Cllr.Emsley proposed and it was agreed that the Parish Council should sign up under the Dementia Friendly Council scheme.

1. **PLANNING**

2017/18862/LBC Install boiler flue termination to new boiler, new ventilation termination and underfloor

Heating to kitchen and ground floor hallway.

Withens, Old Road (West), Ingleton, Carnforth LA2 8HZ

2017/18859/FUL Change of use of former barn and adjoining loose boxes to dwelling

Enter Farm, Enter Lane, Ingleton

**No objections were made by members on the above applications**

2018//18915/VAR Variations on 2017/18144/FUL

Three Peaks Filling Station, New Road, Ingleton, Carnforth LA6 3DL

**As the letter referred to in this application was not included the members asked for clarification on the variations. They were concerned that the proposed ATM had been moved or the barrier withdrawn.**

2018/18891/FUL Proposed residential development of 13 dwellings accessed from Back Gate, I Land behind Panwell Cottage, Back Gate, Ingleton, Carnforth LA6 3BJ

ngleton

**The members resolved to object to this application on the basis of constricted access and hazardous access on to the A65, an increase in traffic and parking in an already congested part of the village, the removal of a sump area for water running off Ingleborough that would very likely lead to increased flooding around Laundry Lane. It was also a designated heritage site and development would affect wildlife i.e. curlews and grey partridge. It is the policy of the Parish Council not to support further new housing in the village due to the large number recently built or planned. The members also asserted that the issue of the diverted footpath needs to be resolved before any development is considered on this site. It was also noted that this site is not on the current Local Plan.**

2017/18833/HH Conversion of garage to bedroom, wet room and toilet, associated external alterations

1 The Old Tanyard, Bank Bottom, Ingleton, Carnforth LA6 3HB

**Some concerns were raised at the loss of an off road parking place.**

**7. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** The Clerk reported that the toilet in the Community Centre public WCs and had now been replaced. Cllr. Ward asked whether the tree works to the ash in the park had been done and the Clerk confirmed that the contractor was proposing to do the job imminently. Both the Clerk and Chair had been in contact with contractors regarding the play area surface. It was agreed that an item should be inserted on the website to make residents aware of the Parish Council’s long term plans to renovate the play area.
2. **The Brow** – No report.
3. **Highways** – Concerns were raised again about the poor state of the roads in the area and several Councillors commented that it was as bad if not worse elsewhere. Cllr. Metcalfe reported that the NYCC gritter had still not been repaired. The Chairman commented that at least some of the drain gulleys on the A65 had been repaired.
4. **Pump Track** – The Clerk had received a quotation from Clark & Kent but had received no response from the other two contractors. It was agreed these firms should be given a deadline of a week for the work.
5. **Street Lighting** – Cllr. Metcalfe reported a street light out on Ingleborough Park Drive near the junction of Clapham Old Road and the Clerk took a note. Cllr. Emsley reported that the street light hanging from its cable near the Co-op had been repaired by Howsons.
6. **Ingleton Community Centre** – *Carl Lis left the meeting.* The Chairman reported on the recent joint management meeting and this committee had resolved to submit their recommendations regarding staff wages to the Parish Council in time for the precept meeting in future. *Carl Lis rejoined the meeting.* The work on the double glazing in the library had been instructed. Cllr. Lis confirmed that work had also been instructed to upgrade the CCTV and discussion followed on the camera overlooking the public WCs. Cllr. Lis will clarify the situation regarding this and report back as it was agreed that this camera should also be included in the works. The Clerk reported she had been contacted regarding the bulk buying of energy for the Community Centre and it was agreed this matter should be investigated.
7. **Cold Cotes/Chapel le Dale –** Cllr. Metcalfe confirmed the B4RN project was now nearing **completion.**
8. **To receive information and where applicable decide further action on the undernoted ongoing issues**

**a) GDPR – to appoint David Roper-Newman as Data Protection Officer.** It was proposed by Cllr. Emsley, seconded by Cllr. Brash and agreed that D. Roper-Newman be appointed DPO for Ingleton Parish Council and members accepted his annual fee of £150.

**b) Allotments** – It was agreed that the Tenancy Agreement, having been amended to include the clause regarding termination of access be signed by the Chairman once the access agreement with United Utilities is completed. Cllr. Metcalfe proposed and it was agreed that the Allotment sub committee be extended to include the full Council. Cllr. MacAulay voiced concerns regarding the Parish Council’s commitment to the project, and requested additional funding for the Allotment Association. Both these were not agreed to by the rest of the meeting.

**c) B4RN to receive report** – Cllr. Emsley and McGonnigal updated members on the progress in the village.

**9. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS -** Cllr. Ireton informed members of the setting of the NYCC budget and confirmed the increase would be 4.9% but was waiting for the final financial settlement. The Councillor confirmed that there had been a change of Highway surveyor for the area. He also commended those involved in the Community Library which had been named Library of the Month. Cllr. Lis confirmed that the recycle bins had now been removed from the Community Centre car park and consideration was now being given to the charity bins. He also confirmed the budget increase at Craven had been set at 2.99% i.e. £5 increase for a Band D property. Cllr. Ward asked about the drainage works around Clapham Old Road and Cllr. Lis confirmed that some works had been carried out with limited success.

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

**Emails**

18/1 NALC Chief Executive Bulletin

24/1 YDPA Ribblehead Enhancement Scheme

25/1 Bruce Dinsmore – consultation re planning gain

25/1 YDPA – Spring Forum April 2018

27/1 Resident regarding Footpath Diversion, Backgate

**Dropbox**

Resolutions Register

Letter from Resident re Backgate –

Letter from Walter Tooby re Splash Zone

Craven Area Branch Meeting 8 February 2018

NYCC Letter of Thanks

* 1. It was agreed to complain to Quarry re out of hours HGV traffic.

**11. REPORTS**

1. **Chairman** – No Report
2. **Footpaths Committee** – No report
3. **Clerk** **-** Permission was sought by soccerhub to use MiddleSchool field for coaching on 12-13 April and after discussion it was agreed to allow this to go ahead.
4. **Swimming Pool** –.No report

### 12. FINANCE –

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

*Cllr. Lis left the meeting.* Cllr. Metcalfe proposed, Cllr. Ward seconded and it was agreed to authorise the undernoted invoices for payment:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 119 | tut | dd | Npower | WC Supply | 393.63 | 18.74 |
| 120 | s137 | 169 | M. Oversby | Xmas tree&installation | 373.2 | 62.2 |
| 121 | tut | dd | Waterplus | WC Supply | 366.56 |  |
| 122 | s137 | dd | Eon | Floodltg St. Mary's | 44.40 | 2.11 |
| 123 | aa | dd | A. M. Hack | Clerk Salary | 664.95 |  |
| 124 | ab | dd | A. M. Hack | Tel&Brdband | 39.99 |  |
| 125 | tcl | dd | MHG Bdg Ctrs | Cleaning WCs | 1111.66 |  |
| 126 | brep | dd | MHG Bdg Ctrs | Repairs to CC WC | 453.60 |  |

Community Centre

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| --- | --- | --- | --- | --- | --- |
| 142 | 548 | Waterplus | Supply | 1967.15 |  |
| 143 | 549 | Olympia Supplies | Toilet Rolls | 11.98 | 1.99 |
| 144 | 550 | Howsons | elec. Work | 754.25 | 125.71 |
| 145 | dd | Talktalk | Phone&Brd | 42.40 | 7.07 |
| 146 | dd | A.M.Hack | Petty Cash | 95.64 |  |
| 147 | 551 | M. Rogerson | Windows | 40.00 |  |
| 148 | 552 | YPO | Clng Mats | 276.23 | 46.04 |

Staff costs amounted to £2222.42

**13. ANY QUESTIONS/ITEMS FOR DISCUSSION**

The next Parish Council Meeting will be held on Monday 5 March 2017 at 7pm at the Community Centre.