MINUTES OF THE PARISH COUNCIL MEETING HELD

**IN THE COMMUNITY 3 July 2017**

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

Cllr. J. Metcalfe Cllr. J. McKenzie

Cllr. S. Brash Cllr. T. Macaulay Cllr. J. Ward

**In attendance:** Cllr. D. Ireton, Alison Hack, 5 members of the public

**This meeting was recorded under file PCJuly2017**

1. **APOLOGIES**: Cllrs. J. Emsley, D. McGonnigal, M. Howson

1. **DECLARATIONS OF INTEREST** **–** Cllr. Lis declared an interest on staffing issues at the Community Centre.
2. **To confirm the Minutes of the Parish Council Meeting held on 5 June and review matters arising**

The Minutes of the previous meeting having been circulated the Minutes were proposed by Cllr. Metcalfe, seconded by Cllr. McKenzie, accepted by the members as a true record and duly signed by the Chairman.

1. Autumn Event – to consider donation – A letter from the organizer had been circulated with costings for this event, and it was proposed by Cllr. Lis, seconded by Cllr. Brash and agreed to donate £500 towards the costs.
2. **REPORTS**

i) Andrew Laycock and Sharon Sunter, CDC economic development – A. Laycock gave a report on the Riverside Park project and its development. A report had been produced after due consultation and it was proposed that CDC should work in conjunction with the Parish Council to fulfil its objectives over time. It was agreed by the members that this should be placed on the Agenda for discussion at the next meeting with a view to formally adopting it as a future strategy for the Parish Council.

ii) Sharon Sunter reported on the progress made regarding the new signage for the village and copies of the proposed designs were circulated to the members. Although most of the existing signs within the village would be repainted or updated, new signage was proposed on the roads leading to Ingleton to help draw in visitors to the area. S. Sunter asked the meeting for their support in principle so that she could progress the matter and obtain costings for this. After discussion it was proposed by Cllr. Lis, seconded by Cllr. McKenzie that A. Laycock contact Leander Architectural Services for the costs of refurbishing the existing heritage signs, and proposed by Cllr. MacAulay, seconded by Cllr. Brash and agreed that costings for the gateway signs be sought. It was also agreed to place this matter on the Agenda for further discussion at the next meeting.

**Police** – In the absence of a police representative there was no report.

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

**Refurbishment of Coop Garage -** Several members of the public had attended to raise concerns regarding the planning application to refurbish the Three Peaks Filling Station on the A65. They reported there was frequent annoyance experienced from bikers using the area late at night and requested that the Parish Council support some form of barrier be installed to make after hours access difficult. They also expressed concerns re the service drains that run under the area, and asked that screens be installed during the works to avoid nuisance to nearby properties.

1. **PLANNING**

**45/2017/18144/FUL Redevelopment of existing petrol filling station to create new kiosk**

**Three Peaks Filling Station, Ingleton**

**i)** The members supported this application but asked that consideration be given to the installation of a barrier to prevent the nuisance of bikers using the garage area after hours. Concerns had also been raised regarding the service drains running under the site. Nearby residents had also requested that screens be used during works to prevent nuisance to nearby properties. It was hoped by members that the works to the site would give sufficient height to the canopy to allow access for HGV vehicles, and members felt that toilets should be available for public use at the garage.

**ii) C/45/631A Change of use and extension of workshop space to Bed & Breakfast accommodation comprising 4 No. Double Bedrooms Dalecote Barn, Chapel le Dale**

The members supported this application.

**8. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** The Clerk had received a complaint regarding the Community Centre toilets, but the village had been very busy over the weekend with the 1940’s event.
2. **The Brow –** The Clerk had contacted Horton Landscaping but the Brow had not been cut. Concerns were raised regarding the standard of grasscutting elsewhere in the village, and it was agreed the Clerk should write to the contractors to give a warning that if the standard did not improve steps would be taken to cancel the contract.
3. **Highways** – Cllr. McKenzie raised the issue of fencing obstructing the Highway on Tatterthorn Road which the Clerk will check. Cllr. Metcalfe reported ash saplings growing on banking on Oddies Lane and a pothole in the road at the bottom of Bell Horse Gate. The Councillor also commented on the partial repairs on Main Street near the Community Centre entrance. The Chairman read an email to the meeting on the lack of funding for residents parking. Cllr. Ward reported a broken panel on the bike shelter at the pump track. The Clerk took a note of these matters.
4. **Pump Track** – The risk assessment had been circulated and was briefly discussed by the members. Cllr. McKenzie had received a request from a local resident for a copy of the gate key to the pump track to allow disabled access for a child attending the nearby nursery. It was agreed that one should be provided on the understanding that except when this access was needed the gate must remain locked.
5. **Street Lighting** – A street light was reported out near the Indian restaurant and the Clerk will report this. Cllr. Metcalfe commented on the many dirty street light bowls he had seen and will contact Howsons.
6. **Ingleton Community Centre** – Cllr. Lis reported that the heating system was now repaired and arrangements were underway for the Gala on 15 July.
7. **Cold Cotes/Chapel le Dale –** Cllr. Metcalfe reported on the recent meeting with the Millenium Trust regarding funding for woodland planting and commented on the increasing difficulties of parking near the Hill Inn.

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

**b) Allotments** – Cllr. Metcalfe proposed, Cllr. Lis seconded and it was agreed to go ahead with the agreement with United Utilities for access to the proposed allotment site. The Parish Council also agreed to accept the share of legal costs involved.

**c) B4RN** – M. Sutton reported on the current difficulties of this project was undergoing.

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**10. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS -** Cllr.Ireton reported on the Extra Care housing project which had progressed further in Bentham. It was agreed the Parish Council should write to NYCC Social Services to enquire the current situation for ECH in Ingleton, and invite them to a meeting. The Chairman will liaise with Cllr. Emsley on this. Cllr. Lis recommended members to examine the Local Plan for any additional sites which they may have objections to. He had also had several residents contacting him about non collection of business recycle bins, and Cllr. Brash also knew of several instances of private household bins being missed. Cllr. Metcalfe had received several complaints about the problem of rats in the village, which had increased due to the milder winters.

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

**Emails**

7/6 Gill Holmes, Community Development Officer re Integrated Care meeting at Sedburgh

13/6 YDMT re new woodlands creation

13/6 CDC I. Halton re dropped kerb in Community Centre car park

19/6 CDC Local Plan Consultation

20/6 NYCC Parish Portal

22/6 YLCA Re Potential environmental request under Freedom of Information Act

27/6 Mrs. L. Woodburn requesting support for residential parking scheme

27/6 CDC Road Closure Permission for Gala 15 July 2017

27/6 YLCA Training Courses

27/6 CDC Road Closure Permission for 1940’s Weekend

**Dropbox**

13/6 CDC Draft of Local Plan

13/6 YLCA Notice of Annual Meeting

19/6 CDC Appointment of Parish Members to Standards Committee

22/6 MP Surgery Schedule

22/6 Resolution Register

22/6 Draft Risk Assessment for Pump Track

22/6 Risk Assessment for Airville Pump Track

YLCA Joint Annual Meeting 15 July, York

28/6 Riverside Park Project Plans

30/6 Autumn Event – request for donation

**13. REPORTS**

1. **Chairman** – No report
2. **Footpaths Committee** – No report
3. **Clerk** **-** The Clerk reported that J. Collier, the market manager had resigned as she felt it was no longer worth her while as the market had become defunct.

### 14. FINANCE –

### a) To appoint additional signatories to the Community Centre Account – It was agreed to appoint Cllr. Metcalfe and Cllr. Brash as additional signatories to this account and to remove A. Danskin and S. Brown as signatories.

### b) To authorise signing of orders of payment and online payments

Cllr. Metcalfe proposed, Cllr. McAulay seconded and it was agreed to authorise the undernoted invoices for payment

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| --- | --- | --- | --- | --- | --- | --- |
| 36 | tut | dd | SSE | Park WCs supply | 55.74 | 2.65 |
| 37 | sls | dd | EON | Street Light supply | 446.46 | 74.41 |
| 38 | pro | dd | Martin Peacock | Allotments Site plan | 125.00 |  |
| 39 | brep | dd | Playdale | spares for Play Area | 71.21 | 11.87 |
| 40 | brep | dd | Clark&Kent | Pump Track retention | 2370.00 | 395.00 |
| 41 | tut | dd | Yorkshire Water | CC Car Park WCs | 366.88 |  |
| 42 | tut | dd | Yorkshire Water | Park WCs supply | 442.35 |  |
| 43 | ab | dd | A. M. Hack | Telephone&Brdband | 37.49 |  |
| 44 | aa | dd | A. M. Hack | Clerks Salary | 667.82 |  |
| 45 | sun | dd | A. M. Hack | Petty Cash Float | 50.00 |  |
| 46 | gfl | 159 | J. Hartley & Sons | Central Gardens | 28.80 | 4.80 |
| 47 | tcl | dd | MHG Bdg Ctrs | Cleaning WCs | 1075.80 |  |
| 48 | brep | 160 | M. Coggins | Benches&play area | 168.00 |  |
| 49 | Mar | 161 | J. Collier | Market Commission | 18.20 |  |

Community Centre

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| --- | --- | --- | --- | --- | --- |
| 45 | 494 | Howsons Ltd. | CC WCs | 60.43 | 10.07 |
| 46 | 495 | M. Rogerson | Windows | 40.00 |  |
| 47 | 496 | Village News | papers | 74.80 |  |
| 48 | 497 | Dyson | Clean spares | 120.00 | 20.00 |
| 49 | 498 | SSE | Elec.supply | 352.06 | 16.76 |
| 50 | 499 | YPO | sundries | 126.38 | 21.06 |
| 51 | dd | Rentokil | sanitary hire | 166.00 |  |
| 57 | 500 | HM Rev&Cust | PAYE | 1817.14 |  |
| 58 | dd | Talktalk | Tel&Brdband | 35.71 | 5.95 |
| 59 | 501 | Yorkshire Water | Supply | 1188.78 |  |
| 60 | 502 | Olympia Supplies | Toilet Rolls | 45.00 | 7.50 |
| 61 | 503 | S&M Fire Prot. | Fire Check | 300.00 | 50.00 |

Staff costs amounted to £2344.15

1. **To monitor and review fund levels** – these having been circulated were reviewed by the members. In view of the market ceasing, Cllr. Metcalfe proposed, seconded by Cllr. Weaire and agreed that the market funds be transferred to S137.

15. ANY QUESTIONS/ITEMS FOR DISCUSSION

a) Quarry Liaison – Cllr. Lis reported on the recent meeting, Hansons were on schedule for their removal in 2020, the weighbridge has been moved and the spoil heap will be removed in August.

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