MINUTES OF THE PARISH COUNCIL MEETING HELD

**IN THE COMMUNITY 7 November 2016**

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

Cllr. J. Emsley Cllr. J. Ward

Cllr. D. McGonnigal Cllr. J. Metcalfe

Cllr. A. Danskin Cllr. T. Macaulay

**In attendance:** Alison Hack, Cllr. Ireton, 2 Police representatives, 4 members of the public

**This meeting was recorded under file PCNov2016**

1. **APOLOGIES**: Cllr. M. Howson

1. **DECLARATIONS OF INTEREST** **–** Cllr. Weaire declared an interest in 8a) and 9 d), Cllr. Lis declared an interest in community centre staffing issues, Cllr**. Danskin in matters relating to maintenance issues.**
2. **To confirm the Minutes of the Parish Council Meeting held on 3 October 2016 and review matters arising**

The Parish Clerk apologised to the meeting for the insertion of an issue in the draft Minutes under item 4. which did not make clear that it was an alleged report by local residents and should not have specified the individual concerned. This draft had been passed as usual to the local press correspondent and its substance published in the local press shortly after the previous meeting. After some discussion it was agreed to prevent this in future the Clerk should send a copy of the draft Minutes to the Chair and other members for review before onward transmission to the local correspondent and the Clerk will write a letter of apology to the individual concerned. The Minutes were approved subject to the following amendments:

1. Item 4 Amend final sentence to read “*Cllr. Weaire raised the issue of incidents where women using a local footpath had allegedly been verbally abused and threatened by the landowner and the police officer took a note*.”
2. Item 4 Amend second sentence to read “*Cllr. Metcalfe commented on damage to the Mealbank gate …”*
3. Item 10 Replace *Chairman* with *Cllr. Lis*.

**4 . REPORTS**

**Police** – The police officer present reported on the incidents that had occurred over the last month which involved 51 incidents including 9 RTAs and 9 crimes which he gave brief details of to the meeting. Cllr. McAulay asked for information on accident blackspots in the area. A member of the public asked a question regarding the use of mobile phones in cars.

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

1. **Social Media** – to consider promotion of Parish Council through social media. This matter was raised by Cllr. McGonnigal who felt the profile of the Parish Council could be raised and Cllr. McGonnigal proposed, Cllr. Metcalfe seconded and it was agreed he should arrange to link the Parish Council website to the websites promoting Ingleton.
2. **Proposed Housing Development in field on Main Street –** a member of the public voiced grave concerns regarding the errors and mis-addressing of consultation letters to nearby properties, particularly as both applications for this development had been subject to this maladministration. Cllr. Lis confirmed that he had been in contact with the Head of Planning regarding this issue which he agreed was unacceptable, but did say this was highly unusual.

The local resident also voiced objections to the current application on the basis of flooding risk and parking problems to local residents. In view of the local pressure on parking he felt it was probable that the proposed visibility displays would not be regarded by vehicle users.

1. **Jenkins Beck Railing**s – Cllr. McAulay asked if any further progress had been made on this issue and was informed the Clerk had written again after the last meeting.
2. **B4RN –** J. Rogers reported to the meeting on the progress of this project and the recent AGM meeting.

**6. PLANNING**

1. **45/2016/17387 Construction of Four Detached Dwellings with Associated Off Street Parking**

Land off Main Street, Ingleton, Carnforth LA6 3BZ

The members objected to this application due to flooding risk as there was a spring on site. It was also felt that only one access road to the site would be sufficient and concerns were raised about the feasibility of the access to the site on Main Street. The Parish Council also reiterated its view that due to the number of new housing that had been built in the area over recent years they felt there was no requirement for further development at this time.

**7. MATTERS ARISING –**

**a) Co-option of Parish Councillor –** due to the resignation of S. Brown a vacancy had arisen. The Clerk had received three application letters which were read to the meeting. After discussion it was proposed by Cllr. McAulay and seconded by Cllr. Emsley that the post should be offered to J. McKenzie.

**b) Tenders** – to consider tenders received for the Brow and grasscutting – The Chairman had received two tenders for each contract and opened the envelopes before the meeting and gave the details as follows:

The Brow Grasscutting

J. Hartley £256 per cut £96 (park) £160 (village)

Horton Landscaping £195 + VAT per cut £50 +Vat (park) £195 + VAT(village)

On the basis of these quotation it was proposed by Cllr. Lis and seconded by Cllr. Metcalfe and agreed that Horton Landscaping be awarded the contract for the Brow and Cllr. McAulay proposed and Cllr. Metcalfe seconded ant it was agreed Horton Landscaping be awarded the contract for the grasscutting. Both these contracts are for the next three years.

**8. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** Cllr. Danskin reported the hand dryers in the car park toilets are still not working and the Clerk took a note.
2. **The Brow –** No report
3. **Highways** – Cllr. Ward raised the matter of the drain cover near the iCentre and was informed that it had previously been reported. The Councillor also spoke on the matter of a 20 mile an hour limit in the village. The Chairman asked Cllr. McAulay to ascertain the requisite parameters for such a limit. Cllr. Metcalfe reported a hole in the pavement near Bentham Road and the badly rusted bus stop opposite this and the Clerk took a note.
4. **Pump Track** – The Clerk reported she had obtained a quotation from the suppliers for a new end to the second half of the cycle shelter it was intended to site on the pump track. However since the shelter had been produced over 10 years ago the suppliers could not guarantee it would fit. It was suggested that she obtain a costing from a local engineer and several names were passed to her to contact. Cllr. Weaire asked that a maintenance risk assessment be written up for the pump track and D. McGonnigal took a note.
5. **Street Lighting** – Cllr. Ward confirmed the light at Thacking Lane was still on 24 hours and the Clerk will pursue this with Howsons and also request them to clean the bowl at the same time.
6. **Laundry Lane and Central Garden tenders** – Discussion followed on the issue of reducing the number of flowerbeds at Laundry Lane and the Clerk will obtain estimates for this work. It was agreed to add a clause to the tender to ensure composting of the remaining beds and invitations to tender for both contracts should be sent to J. Hartley, Horton Landscaping, Envirocare. Seedhill Nurseries will also be approached for the Laundry Lane contract only.
7. **Ingleton Community Centre** – Cllr. Lis reported on the recent joint management meeting and confirmed the Centre was continuing to do well. The IRCA will be funding some work on the folding partition and entrance. The solar panels are still waiting for the replacement part and consideration was being given to the Jacobs ladder up to the lighting room. Cllr. Danskin asked whether the CCTV should be increased in the surrounding car park. Cllr. Ward asked who would be responsible for the fencing to the viaduct as he had received a report of trespassers through a hole in the fence. Cllr. Weaire reported on the reducing numbers of library volunteers, partly due to the level of training imposed by NYCC library services.
8. **Cold Cotes/Chapel le Dale –** Cllr. Metcalfe reported that the B4RN project was progressing well and the ducting was very good.

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

**a) Village Action Team**  - The Chairman reported on the recent public consultation on the park project and had circulated their report. Cllr. MacAulay raised the issue of the trees at the entrance to the Community Centre car park and Cllr. Weaire confirmed that he had raised this before and would raise it again.

**b) Allotments** – Cllr. MacAulay confirmed there was to be a meeting later in the month.

**c) B4RN** – See above

**c) Library SLA** – This document having been circulated the members agreed to accept the current draft with the amendment under item 3.1(b) should be amended to read “at least three times a week”

**10. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS -** Cllr. Ireton invited questions from the members and Cllr. MacAulay queried why NYCC were not allowing sale of goods at Settle tip. Cllr. Ward asked regarding the residents’ parking scheme at Skipton and was given some detail on this. Cllr. Lis reported that the rate for council tax was currently being considered by Craven District Council and would give further details when known.

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

Emails

6/10 NHS Complaints Advocacy Parish Service

6/10 NALC Changing Places Conference

6/10 NYCC Police Recruitment of Special Constables

6/10 British Red Cross Family Reunion Appeal

11/10 YLCA re Community Warden

11/10 Police and Crime Plan Consultation

15/10 CDC response re odour nuisance

16/10 YLCA Notes on Neighbourhood Planning

18/10 YLCA Community Weekly Digest

18/10 YLCA Tax Referendum Principles Consultation

18/10 Rospa Play Area Inspection Report

20/10 East Integrated Care Community Public Event

20/10 Stories in Stone Update

21/10 Countryside Alliance Rural Awards

22/10 ALCC re election

25/10 Greenwood Leghe – letter of complaint

28/10 Environment Agency Notification of Works

4/11 SLCC Nomination of Parish Council representative

4/11 Police Crime Commission Survey

4/11 YLCA re Northern Powerhouse

4/11 M. Rucastle re works at St. Mary’s Church

4/11 YLCA Adoption of Telephone Boxes

4/11 SLCC News Bulletin

6/11 J. Mckenzie, Application for Parish Councillor

Letters

6/10 CDC Nominations for Craven Community Champion Awards

26/10 NSPCC – requesting Xmas tree and lights for late night shopping event

17/10 Late Night Shopping Event requesting support for road closure

26/10 NSPCC Mrs. Morphet requesting installation of tree and Xmas lights for late night shoping

21/10 CDC Notice of Closure of Bring Sites

7/11 Request from iCentre for support for road closure for soapbox challenge event

It was agreed that the Parish Council would support the applications for road closure for the late night shopping event and the soapbox challenge.

**13. REPORTS**

1. **Chairman** – No report
2. **Footpaths Committee** – No report
3. **Clerk** **- Central Gardens –** part of the terracing needed attention and it was agreed estimates for the work should be obtained.

**Bull Land Meeting** – the next meeting of the trustees was on 29 October.

1. **Swimming Pool** – No report

### 14. FINANCE

a) **To authorise signing of orders of payment**

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

|  |  |  |  |
| --- | --- | --- | --- |
| dd | Horton Ldscpg | Central Gardens | 156.00 |
| dd | Eon | Street Light Supply | 816.86 |
| dd | A. M. Hack | Tel. & Broadband | 31.29 |
| dd | A. M. Hack | Clerk Salary | 657.30 |
| dd | A. M. Hack | Backpay to April16 | 394.38 |
| dd | Npower | CC car park WCs | 435.31 |
| dd | IPC | CC Vat Refund | 5600.57 |
| dd | Eon | Floodltg St. Mary's | 28.00 |
| dd | Horton Ldscpg | Grass Cutting | 564.00 |
| dd | Envirocare | Laundry Lane Beds | 562.80 |
| 135 | J. Hartley & Sons | Cutting the Brow | 307.20 |
| dd | MHG Bdg Ctrs | Cleaning WC&ltr bins | 1333.99 |
| dd | Yk Dles Signs | Village Signs | 92.40 |
| dd | Community Acc | Invce debited in error | 59.90 |

Community Centre

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 102 | dd | G&M Supplies | glasswashr | **846.00** |
| 103 | 436 | CDC | dog bags | **144.00** |
| 104 | 437 | Enviroguard | Wasp nest | **84.00** |
| 105 | 438 | Wheildons | Boiler Svce | **264.00** |
| 106 | 439 | YPO | Clg&Statnry | **124.20** |
| 107 | 440 | Olympia Supplies | Toilet Rolls | **13.50** |
| 112 | dd | Talktalk | Tel&Brdband | **37.87** |
| 113 | 441 | M. Rogerson | Windows | **40.00** |
| 114 | 443 | CDC | Licence | **180.00** |
| 115 | 444 | Builders Supply | Swivel Trap | **6.52** |

Staff costs amounted to £2053.65

# 15. ANY QUESTIONS/ITEMS FOR DISCUSSION - None

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