MINUTES OF THE PARISH COUNCIL MEETING HELD

**IN THE COMMUNITY 2 October 2017**

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

Cllr. J. Metcalfe Cllr. D. McGonnigal

Cllr. T. Macaulay Cllr. J. Emsley

**In attendance:** Alison Hack, Cllr. D. Ireton, 1 member of the public

**This meeting was recorded under file PCOct2017**

1. **APOLOGIES**: Cllr. M. Howson ,Cllr. C. Lis, Cllr. J. Ward, Cllr. S. Brash

1. **DECLARATIONS OF INTEREST** **–** None
2. **To confirm the Minutes of the Parish Council Meetings held on 4 September 2017 and review matters arising**
3. **Backgate Development** – Cllr. Metcalfe confirmed that the original planning application had been withdrawn by the applicant and a pre planning enquiry has been submitted.
4. **Three Horseshoes** – The Chairman confirmed a meeting had taken place and a pre planning enquiry had been submitted. A discussion followed on the possible development of this site.

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

1. **REPORTS**

The police representative reported on incidents in the area over the past month which included 7 crimes, 8 RTAs, one case of fraud, one attempted burglary, a theft of 12 sheep. There had also been a domestic assault and two burglaries of a local business. Police were also investigating reports of several cats being killed by a dog. Discussion followed on the issue of car racers in the Community Centre car park and elsewhere in the village. The officer confirmed that two Section 59 warnings had been given recently and asked that any evidence of this activity be reported. Cllr. Emsley asked if the police were aware of the Autumn Event on 21 October and the officer confirmed that they would have some involvement in this event. Cllr. Macaulay asked a question of the police regarding the local ambulance service.

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

**1. Autumn Event –** Cllr. Emsley asked the Parish Council’s permission to utilise the pump track for the starting parade, and this was agreed by the meeting.

1. **PLANNING**
2. **2017/18493/HH** Erection of Single Storey Extension, Brookside, Laundry Lane, Ingleton LA6 3DE
3. **2017/18465/LBC** Retrospective Application to rehaunch chimney stack,and put in flue; pick and point gable end and chimney in lime mortar; replace 3 windows on gable end with exact replicas.

2 Brookhouse, Ingleton

1. **2017/18474/HH** – Construction of summerhouse of a conservatory design in garden

High Street Cottage, 23 High Street, Ingleton, Carnforth, LA6 3AD

**The members had no objections to the above applications**

1. **2017/18571/FUL** Subdivision of existing Shop into 2 units**,** erection of rear entrance extension to first floor apartment including roof terrace

Linden House 9 and 11 Main Street, Ingleton, Carnforth LA6 3EB

1. **2017/18447/TCA** T1 Ash Fell due to evidence of decay

Ingleborough Community Centre, Main Street, Ingleton, Carnforth LA6 3HG

1. **C/45/631C** Lengthen Extension, add 3 No. Solar Panels and erect new shed, Dalecote Barn, Chapel le Dale

**The members supported the above applications**

**7. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** The Clerk reported that the lock on the disabled toilet had needed repair and the drains had been rodded. The hand dryer in the gents had been vandalised and two cisterns required replacing and the gutters needed attention as well. The Clerk had instructed the works. Cllr. Metcalfe suggested and it was agreed by the meeting that the railings at Central Gardens should be repainted.
2. **The Brow** – The members agreed that the Brow did not require another cut this season, but it was suggested that the overhanging branches along Main Street should be trimmed back, and it was agreed that the Clerk should obtain a price for this work which should be done when the leaves come down.
3. **Highways** – Cllr. Metcalfe reported some serious potholes on the roman road between Spring Gate and the church at Chapel le Dale.
4. **Pump Track** – Cllr. McKenzie reported that the idea of dirt jumps on the remaining area of land near the iCentre had been very well received by the user group. Cllr. Howson’s suggestion had been to provide the materials for the bikers to construct their own jumps.
5. **Street Lighting** – Cllr. Emsley commented that the new led lights on the A65 were too bright and one was flickering. He will check the column nos. involved and it was agreed the Clerk should write to Highways to request some measure to limit the spread of light.
6. **Ingleton Community Centre** – The Clerk reported that the refurbishment of the reception office was almost complete, the toy library had been delivered and required cleaning, photographing and cataloguing before use.
7. **Cold Cotes/Chapel le Dale –** No report

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

**a) Allotments** – **to agree Tenancy Agreement with Allotment Association** The tenancy agreement, having previously been circulated was discussed by the members. Several amendments were suggested by Cllr. Metcalfe and it was agreed that:

The complete site should be let to the tenant

The term of the lease be increased to two years and a rolling 1 year lease thereafter

Clause 6 – *tenant* be replaced by *members of the Ingleton Allotment Association*

The document should make clear that no business or trade be undertaken

These amendments were agreed by the members and that the document should be submitted to the Parish Council’s solicitors for vetting. The Clerk will contact United Utilities for progress on the access agreement and check the situation on business rates. The issue of public liability will be covered by the tenant under the National Allotment Association.

**b) B4RN to receive report** – Cllr. McGonnigal confirmed that two road crossings had been done at Backgate and on High Street and there would be two meetings this week for zone 1 residents.

It was agreed by members that the Village Action Team project should remain on the Agenda in future.

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**10. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS -** Cllr. Ireton reported on the progress of the Extra Care Housing Scheme in Bentham.

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

**Emails**

6/9 Friends of the Dales ‘Capturing the Past’ Celebration Day

13/9 NALC Chief Executive’s Bulletin

14/9 SLCC Training Programme Update

14/9 Independent Health Complaints Advocacy

14/9 Craven Area Committee Meeting 21 September

15/9 Craven Area Committee 7 October

19/9 Police Crime Commissioner re public consultation on restructure

22/9 YLCA Training Programme September/November

27/9 Craven District Council Nominations for Craven Community Champion Awards

27/9 NALC Chief Executive’s Bulletin

30/9 SLCC White Rose Update

**Dropbox**

Burnmoor Site Location plan

Burnmoor Site Tenancy Agreement

Notice of Conclusion of Audit

MP Surgeries in September/October

Resolution Register

Draft Tenancy Agreement for Allotments

NALC Template Tenancy Agreement

United Utilities Site Plan and Heads of Terms

YLCA Craven Branch Meeting 7 October 2017

**13. REPORTS**

1. **Chairman** – The issue of the obstructed footpath on Backgate was being pursued by NYCC Rights of Way.
2. **Footpaths Committee** – No report
3. **Clerk** **-** reported problems with her laptop and was advised to contact the Burton shop for advice.
4. **Swimming Pool** –.No report

### 14. FINANCE –

### a) To review fund balances – fund balances having been circulated to the meeting were reviewed by the meeting and it was proposed by Cllr. Metcalfe, seconded by Cllr. McGonnigal and agreed they were currently satisfactory

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

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

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| --- | --- | --- | --- | --- | --- | --- |
| 93 | acc | dd | Com.Centre Acc | Internal Transfer | 12500.00 |  |
| 80 | sls | dd | Eon | Street Light Supply | 446.46 | 74.41 |
| 81 | sun | dd | Waterplus | Sewerage Charges | 3.53 |  |
| 82 | tut | dd | Waterplus | Sewerage Charges | 170.21 |  |
| 83 | brep | dd | Playdale | Spares | 293.46 | 48.91 |
| 84 | brep | dd | Playdale | Basket Swing | 2355.60 | 392.60 |
| 85 | brep | dd | Playdale | Spares | 74.69 | 12.45 |
| 86 | aa | dd | A. M. Hack | Clerk Salary | 667.82 |  |
| 87 | ab | dd | A. M. Hack | Tel.&Broadband | 37.49 |  |
| 88 | sun | 164 | ICO | Data Protection Fee | 35.00 |  |
| 89 | gfl | 165 | J. Hartley & Sons | Cutting Brow | 494.40 | 82.40 |
| 90 | tcl | dd | MHG Bdg Ctrs | Cleaning WCs | 1075.80 |  |
| 91 | brep | dd | MHG Bdg Ctrs | Repairs to WCs | 193.70 |  |
| 92 | brep | 166 | M. Coggins | Repairs | 285.55 |  |

Community Centre

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| --- | --- | --- | --- | --- | --- |
| 85 | 515 | Settle Coal | Skip | **298.80** | 49.80 |
| 86 | 516 | JT Atkinson | Plumbing Sup | **15.50** | 2.58 |
| 87 | 517 | Village News | Papers | **44.20** |  |
| 88 | 518 | YPO | 1st Aid | **45.08** | 7.51 |
| 94 | 520 | SSE | Elec.Supp | 778.78 | 129.79 |
| 95 | 521 | SSE | Gas Supp | 1348.91 | 224.28 |
| 96 | dd | Talktalk | Tel&Brdbnd | 33.72 | 5.62 |
| 97 | 522 | HM Rev&Cus | PAYE | 1953.35 |  |

Staff costs amounted to £2288.96

15. ANY QUESTIONS/ITEMS FOR DISCUSSION None

The next Parish Council Meeting will be held on Monday 6 November 2017 at 7pm at the Community Centre.