MINUTES OF THE PARISH COUNCIL MEETING HELD

**IN THE COMMUNITY 7 September 2015**

**PRESENT:** Chairman P. Weaire Cllr. C. Lis OBE Cllr. S. Brown Cllr. D. McGonnigal

Cllr. J. Ward Cllr. T. Macaulay

Cllr. J. Emsley Cllr. J. Metcalfe

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

**This meeting was recorded under file PCSept15**

1. **APOLOGIES**: Cllr. A. Danskin Cllr. M. Howson
2. **DECLARATIONS OF INTEREST** **–** Cllr. Lis declared an interest in Community Centre staffing issues, Cllr. Weaire declared an interest in the library and item 8h.
3. **To confirm the Minutes of the Parish Council Meeting held on 3 August 2015 and review matters arising**

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

**4. REPORTS**

**Police** – The police liaison representative had been in contact with the police regarding the white van parked in the village and complained about the difficulties of getting through to the police call centre and the fact that messages are not being passed on. It was agreed the Clerk should write to the Chief Constable regarding this matter.

**Environment Agency** – Paul Bond and Andrew Coupe gave a short presentation on the flood risks to the area. Discussion followed on the issue of Jenkins Beck which flooded recently and whose responsibility for keeping the watercourse clear. It was agreed the Clerk should contact NYCC and took contact details for Kathy Stephenson. The issue of the trees bordering the Doe near the swimming pool was also raised and a note was taken by P. Bond.

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

Cllr. McGonnigal had circulated a facebook discussion on certain young people creating litter and nuisance in the play area and park and comment was made that any illegal activity should be reported to the police. The document also queried the progress of the skateboard park (see Item 9). Cllr. Macaulay requested and it was agreed to place the issue of younger community engagement on the agenda for the next meeting.

**6. PLANNING**

a) 45/2015/16072 Proposed Industrial Unit

Ingleton Industrial Estate, New Road, Ingleton, Carnfoth LA6 3NU

**Members gave their support to this application**

b) 45/2014/16135 Replacement of Single Storey Extension to Rear (South East) Elevation and insertaion of new Bedroom Window in North East Gable

Park Foot Farmhouse, Bentham Road, Ingleton, Carnforth, LA6 3HR

**No objection was made to this application**

**Permission Granted**

45/2015/15978 Construction of 3 Bedroom Dwelling with attached Garage and Outbuilding

Panwell Cottage, Back Gate, Ingleton LA6 3BJ

45/2015/15879 Change of Use of 15 Main Street, Ingleton from A1 (Retail) to A5 (Hot Food Takeaway)

; and change of use of first Floor of 12A Main Street from C3 (Residential) to A3 (Restaurant)

15 Main Street, Ingleton, Lancaster, L6 3EB

45/2015/15906 Crown Lift by 10%, Crown Thin by 20%, Reduce Long Limbs Growing towards house and

balance on other sides to1 No. Beech Tree

Highwood Cottage, 10 New Road, Ingleton, Carnforth, LA6 3HW

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

a) Fire and Rescue Service Consultation. After a brief discussion it was agreed that Ingleton Parish Council was very much in favour of a service based at Bentham and completion of the online survey should reflect this.

**8. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** The Clerk reported that she had met with Horton to discuss the grass cutting and the general standard had improved. The ginnel between Red Ash Lane and Croft Close had been cut without charge. It was agreed to place this issue of the grass cutting contract on the agenda for November’s meeting. Cllr. Emsley stated the toilets in the park had not yet been painted and was informed the work had been instructed. The Clerk reported that the toilets had been checked for asbestos and it was likely there was some present in the external soffits. It was agreed CDC should be approached to do an asbestos survey.
2. **The Brow –** The Clerk reported the small rowan tree growing out of the top of the Brow had now been removed.
3. **Highways –** Cllr. Metcalfe confirmed partial resurfacing work on Oddies Lane but suggested that due to the cars parked obstructing this street the yellow lines should be extended as far as Twiss Bank cottage, this was agreed and the Clerk was instructed to write to the police. Cllr. Metcalfe also commented on the issue of white lines in the village which had been previously reported as he believed the local authority was obliged to treat it as a matter of urgency. Tthe Clerk had been informed that the work was scheduled but was requested to approach them again..
4. **Street Lighting** – A street light in the Community Centre car park had been the subject of a complaint by a local resident as being too bright and the Clerk will request a shield. Cllr. Ward asked about the lighting schedule and was informed it had been placed in dropbox.
5. **Ingleton Community Centre** – Cllr. Lis read to the meeting the amendment under the apportionment item to the joint management committee and with this amendment Cllr. Metcalfe proposed and Cllr. Emsley seconded and it was agreed to approve this document.
6. **Cold Cotes/Chapel le Dale –** Cllr. Lis confirmed that the caravan on Storrs Common had been the subject of a enforcement order by YDNPA. Cllr. Metcalfe raised the issue of the lobby group for hyperfast broadband and after discussion it was agreed this should be placed on the agenda for the next meeting.

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

**a) BMX Track – Acquisition of Middle School Site**

Cllr. Ireton confirmed that planning permission for change of use has now been granted and asked the Clerk to contact him if heads of terms were not received by the following Friday. Cllr. Metcalfe proposed and Cllr. Lis seconded and it was agreed the Clerk should instruct the solicitors as soon as they are received, although the heads of terms will be circulated to Councillors beforehand. Cllr. Metcalfe went through the charges and searches suggested by the solicitors and it was agreed that the environment search would not be necessary. Discussion followed on the progress of the project and the difficulties caused by the iCentre’s objections to the sale of part of the site. Cllr. Lis had met with members of the board regarding the matter who wished to lease this at a peppercorn rent for recreational purposes. It was agreed the issue of the steering group for the project would be placed on the agenda for the next meeting.

**10. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS**

Cllr. Lis had been in contact with Masham parish council and confirmed that the donation boxes were sited on their own land rather than the public highway. Cllr. Ireton informed members of the NYCCC policy committee’s employment of Pendle to further schemes for the Square, although the Clerk stated she had not been contacted regarding this. The Councillor also reported on the extra care home project and confirmed six companies were working with NYCC to deliver the project.

**11. CORRESPONDENCE**

Letters

8/8 Craven Area Committee Nominees

11/8 CDC Standards Appts. Of Parish Representatives

25/8 Craven Area Committee meeting 3 September

CDC Planning Guide

Clerk Magazine for July and September

Clerk and Councils Direct

9/7/15 Fire and Rescue Service Consultation

SLCC Notice of Annual General Meeting

Emails

5/8 YLCA Rural Action Yorkshire showcasing Community Friendly Buildings

5/8 NHS Yorkshire AGM

13/8 SLCC Training & Development Seminar

18/8 YDPA Planning Consent C/45/45E

18/8 D. Parrish re Quarry application

14/8 SLCC News Update

24/8 CDC Planning Appeal AP/45/2014/15237

1/9 Gillian Muir Clapham Clerk re A65 Road Safety

### 12. REPORTS

1. **Chairman** – No Report
2. **Footpaths Committee** – Cllr. Emsley reported the substance of the email from Marian Tweed Rycroft, Stronger Communities Delivery Manager at NYCC regarding volunteers for footpath repairs. Cllr. Metcalfe suggested contact should be made with the Parks Authority as their volunteer network worked well. A meeting of the footpaths group was due on 22 September.
3. **Clerk** -

Play Area bolt covers previously ordered and installed by Mick Coggins, additional covers ordered and delivered, another rope broken and the Clerk will order a replacement.

Keep Clear sign in square reported by a local resident as being broken and faint – the Clerk will report this

Letter re restriction of HGV movements in village – acknowledged by Dave Parrish (YDNPA) passed by K. Martin of Highways to planning

Interpretation Board – Mick Coggins instructed to paint also clean and oil drinking fountain – this has now been done.

Jack Morphet spoken to regarding the person locked in at the public WCs

1. **Swimming Pool** Cllr. Brown reported a reasonable season considering the weather, although there had remained difficulties with lifeguard cover. The swimming pool was now closed for the season

### 13. FINANCE

**a) To authorise signing of orders of payment** (Cllr. Lis left the meeting)

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 69 | 5 | 59 | WPS Ins | Insurance Premium | 2546.25 |
| 70 | 23 | dd | Eon | Street Light Supply | 408.26 |
| 71 | 6 | dd | Playdale plygrnds | bolt covers | 45.60 |
| 72 | 7 | dd | Horton Ldscpg | Grasscutting | 564.00 |
| 73 | 12 | dd | Acorn Tree Svcs | Treework | 60.00 |
| 74 | 20 | dd | MHG Bdg Ctrs | Cleaning WCs | 1302.00 |
| 75 | 2 | dd | A.M. Hack | Clerk'sTel&Brdband | 16.02 |
| 76 | 13 | dd | CDC | Bin Hire | 182.28 |
| 77 | 1 | dd | A. M. Hack | Clerk Salary | 638.35 |
| 78 | 6 | 60 | M. Coggins | Repairs | 52.14 |

**Community Centre**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 63 | 336 | Howsons Ltd. | plumbing | 149.82 |
| 64 | 337 | Howsons Ltd. | Svcing Fire Al. | 240.00 |
| 65 | 338 | WPS Ins | premium | 1273.13 |
| 66 | 339 | Wheildons | Svc Boiler | 276.00 |
| 67 | 340 | cash | Petty C. Flt | 71.39 |
| 68 | 341 | Olympia Supp | Toilet Rolls | 40.80 |
| 74 | dd | A. Hack | Wages | 66.45 |
| 75 | dd | Talktalk | Tel.&Brdband | 38.89 |
| 76 | 342 | Howsons Ltd. | Light Instlltn | 384.00 |
| 77 | 343 | YPO | Cleaning Supp | 271.18 |
| 78 | 343 | YPO | Signs | 11.02 |
| 79 | dd | Npower | Elec.Supply | 539.99 |
| 80 | dd | Npower | Elec.Supply | 22.29 |

Staff costs amounted to £2110.63

# 13. ANY QUESTIONS/ITEMS FOR DISCUSSION - None

The next Parish Council Meeting will be held on Monday 5 October 2015 at 7pm at the Community Centre.