MINUTES OF THE PARISH COUNCIL MEETING HELD

 **IN THE COMMUNITY 5 September 2016**

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

 Cllr. S. Brown Cllr. T. Macaulay

 Cllr. A. Danskin Cllr. J. Ward

 Cllr. D. McGonnigal Cllr. J. Metcalfe

**In attendance:** Alison Hack, 1 Police representative, 4 members of the public

**This meeting was recorded under file PCSept2016**

**APOLOGIES**: Cllr. M. Howson, Cllr. J. Emsley

1. **DECLARATIONS OF INTEREST** **–** Cllr. Weaire declared an interest in the library, Cllr. Danskin in matters relating to the WCs and maintenance, Cllr. Lis declared an interest in community centre staffing issues.
2. **To confirm the Minutes of the Parish Council Meeting held on 1 August 2016 and review matters arising**

**The Minutes** of the previous meeting having been circulated were amended under item 11. To read “*Cllr. Weaire had received a complaint that another new build near the old Council Yard on Backgate appeared oversized”* and with this amendment Cllr. Danskin proposed, Cllr. Brown seconded and it was agreed to accept them as a true record and were duly signed by the Chairman.

**4. REPORTS**

**Police** – The police officer present reported on the incidents that had occurred over the last month including 5 RTAs and 6 crimes involving several instances of theft. The Chairman asked the police officer to be aware that there had been instances of overnight parking on the iCentre car park and the officer took a note.

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

1. **Jenkins Beck Railings** - A member of the public asked if anything had been done regarding the refurbishment of this, and Cllr. Lis confirmed that the County Council had refused to take responsibility and declared an interest and requested suspension of standing orders in order to speak on this issue. It was felt by the meeting that as NYCC had installed the railings and maintained them in the past they had some obligation to continue maintenance as it was a health and safety issue. It was proposed by Cllr. Metcalfe, seconded by Cllr. MacAulay and agreed by the meeting to pursue this matter with NYCC
2. **Parking Review of Strand Area** - Another member of the public requested the members support for a review of current parking restrictions and suggested removing 2-3 metres of double yellow lines on Bell Horse Gate, and considering residents parking on the Rake as well as reviewing the Keep Clear bays. It was proposed by Cllr. Danskin and seconded by C. Lis and agreed to support the proposal to review parking restrictions in this area.
3. **Weeds around the Village** – Cllr. MacAulay complained about the amount of weeds around the village.
4. **Flowerbeds at Laundry Lane** – Cllr. Danskin had received a complaint regarding the poor standard of the planting on the Fiddlecase land.

**7. PLANNING**

1. 45/2016/17087 Amendment to Previously Approved Application 45/2015/16072 to form Windows to the North and South Elevations together with raising the Roof of the extended Entrance Area (for Future Expansion at First Floor Level)

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

**The members supported this application**

1. 45/2016/17171 Application to Extend Balcony Railings 1.9m toward edge of Balcony (Resubmission of Refused Planning Application Reference 45/2016/168160

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

**Objection was raised by the members with regard to the invasion of privacy for the neighbouring property**.

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

**a) Three Horseshoes Car Park** letter complaining about parking by non customers – after discussion it was agreed the Clerk should reply expressing sympathy and stating the Parish Council would like to see increased use of the Pop and Shop facility on the Community Centre car park.

**9. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** The honesty box at the park toilets has been installed and it was agreed to purchase a sign similar to the one installed at the Community Centre car park toilets.
2. **The Brow –** The Clerk reported this had recently been cut.
3. **Highways** – Cllr. Ward reported the wall at the Middle School along the Laundry Lane was in need of repair and it was agreed to request NYCC to action this and also cut the hedge which was obstructing the footway.
4. **Pump Track** – Cllr. McGonnigal has written to Hanson requesting stone for consolidating areas of the pump track. The i Centre had agreed the use of the remaining half of the bike shelter and M. Coggins had been instructed to remove and reset it at the Low Demesne end of the site. Cllr. Lis reported on the recent meeting with the I Centre and the meeting agreed to their request that a sign for the fence banning parking in the iCentre car park by pump track users be installed and the Clerk was passed a template by the Chairman and will approach Yorkshire Signs. It was proposed by Cllr. Metcalfe and agreed that quotations to fence off the remainder of the Parish Council land at the Middle School be obtained by the Clerk.
5. **Street Lighting** –The Clerk confirmed the defective light on Thacking Lane had been reported and updated members on the situation regarding the damaged street light on Bentham Road. It was agreed by members that this should be replaced and the Clerk is preparing an insurance claim.
6. **Ingleton Community Centre** – Cllr. Lis reported the IRCA was putting together a business plan and there is a possibility it may become involved in the splash zone project.
7. **Cold Cotes/Chapel le Dale –** Cllr. Metcalfe reported a newsletter had just gone out and work had been continuing on the B4RN project over the weekend.

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

**a) Village Action Team** Discussion followed on the presentation that had taken place prior to the Parish Council meeting, when various options for the park had been presented by New Ground, design specialists. Cllr. McGonnigal raised the matter of opening out the view by pruning the trees on the steps from the Community Centre car park down to Main Street and the Chairman will raise this at the next Action Team meeting. Cllr. MacAulay raised the issue of the signs in the New Village and it was agreed this matter should be put on the Agenda for discussion at the next meeting.

**b) Allotments** – Cllr. MacAulay confirmed that 16 local residents had expressed interest in taking allotments and he felt the next step was a meeting to form an allotment committee. The Parish Council agreed to cover the cost of room hire for this event.

**c) B4RN** – M. Sutton reported on the progress of this project.

**c) Library SLA** – It was agreed this matter would remain on the Agenda for the next meeting as some members had not accessed it on Dropbox.

**11. REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS -** Cllr. Lis had confirmed that NYCC had refused permission for the Craven Wanders’ juniors to use their section of the Middle School field and the football facility at Burton was mentioned as an alternative possibility. The Chairman raised the matter of assessors on the lorry park and Cllr. Lis confirmed that this area was under consideration for housing as it was believed that there would be sufficient space on the Community Centre car park for overnight HGV vehicles.

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

Emails

Emails

5/8 NY Warm & Well News

3/8 Hanson re sleep zone

9/8 YLCA Training Events

9/8 NALC Community Lead Housing Survey

11/8 NYCC Queens Award for Voluntary Services

15/8 NY Health & Wellbeing Newsletter

17/8 CDC re development of lorry park

23/8 SLCC Newsletter

23/8 CDC re lorry park

25/8 YLCA Training Events

31/8 Folk Weekend requesting permission to use the Square **members agreed although it was requested that access to the takeaway in the Square should not be obstructed**

2/9 Sally Gregory re garden waste in Community Centre car park

1/8 NYCC Information on Community Speed Group

Letters

22/8 Three Horseshoes re use of car park by non customers – **reply as agreed under item 8a)**

23/8 Copy of letter to CDC re Flooding on Laundry Lane

Notice of Termination of Lease for Library with covering letter

Library SLA

Library business plan

Notice of MPs Surgeries

Notice of Conclusion of Audit

2016 Audit Section 3 from Auditor

Craven Area Committee Meeting 8 September 2016

**13. REPORTS**

1. **Chairman** – No Report
2. **Footpaths Committee** – No report
3. **Clerk** Fountain – The Clerk updated members on the fountain and will be instructing the work imminently, the Co-op had admitted liability.

**Play Area –** a complaint had been received regarding moss on the play surface and it was agreed the Clerk should contact Horton Landscaping.

1. **Swimming Pool** – No report

### 14. FINANCE

1) To authorise signing of orders of payment

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

|  |  |  |  |
| --- | --- | --- | --- |
| 128 | WPS | Insurance Premium | 2394.24 |
| 129 | Ing.Netball Team | Donation | 150.00 |
| 130 | Builders Supply | pump track maintce | 95.31 |
| 131 | J. Hartley | Cutting the brow | 307.20 |
| dd | A. M. Hack | Clerk Telephone | 35.20 |
| dd | PKLittlejohn | Ext.Audit | 480.00 |
| dd | Eon | Street Light Supply | 408.43 |
| dd | A. M. Hack | Clerk Salary | 651.12 |
| dd | ENWL | Emergency Disc. | 538.40 |
| dd | Initial Washroom | Sanitation Hire | 59.90 |
| dd | Horton Ldscpg | Grasscutting | 564.00 |
| dd | Playdale Playgrds | Ropes for Play Area | 344.21 |
| dd | M. Coggins | Gate,Signs & repairs | 188.00 |
| dd | MHG | Tiling WCs | 144.00 |
| dd | MHG Bdg Ctrs | Cleaning WC&ltr bins | 1333.99 |

**Community Centre**

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| --- | --- | --- | --- | --- |
| 67 | 417 | Right Mind | 1st Aid crse | 100 |
| 68 | dd | Talktalk | Tel&Brdbd | 38.92 |
| 69 | 418 | YPO | Supplies | 742.15 |
| 70 | 419 | Craven DC | Waste Coll. | 220.92 |
| 71 | 420 | M. Rogerson | Windows | 40 |
| 72 | 421 | Olympia Supp | Toilet Rolls | 13.2 |
| 73 | 422 | WPS | Ins. Premium | 1197.12 |
| 82 | 423 | SSE | Gas Supply | 867 |
| 83 | 425 | SSE | Elec.Supply | 1565.5 |
| 84 | 426 | YPO | Washer | 1404 |
| 85 | 427 | T.Handley | ElecUpgrade | 7174.8 |

Staff costs amounted to £2491.37

# 15. ANY QUESTIONS/ITEMS FOR DISCUSSION

**a) Land Adjacent to Wheatsheaf car** park – M. Sutton queried whether the Parish Council owned land adjacent to the holiday cottages near the Wheatsheaf car park and it was confirmed this was not the case.

**b) Branches in Community Centre car park**

Ingleton in Bloom had requested CDC clear the pile of branches IOB had collected. Cllr. Lis will contact CDC but felt that if they refused the Parish Council should action this.

**c) Clerk’s Hours** – It was agreed to review the Parish Clerk’s hours at the next meeting.

The next Parish Council Meeting will be held on Monday 3 October 2016 at 7pm at the Community Centre.