MINUTES OF THE PARISH COUNCIL MEETING HELD

 **IN THE COMMUNITY 7 October 2019**

**PRESENT: Chairman** J. Metcalfe Cllr. G. Gaunt

 Cllr. C. Lis OBE Cllr. J. Emsley

 Cllr. D. McGonnigal Cllr. S. Brash

 Cllr. A. Weller Cllr. J. Mckenzie

**In attendance:** Alison Hack, 5 members of the public

**This meeting was recorded under file PCTapesOct19**

1. **Apologies for Absence –** Cllr. M. Howson
2. **To Note any Declarations of Interest** and to record, consider and grant members’ requests for Disclosable Pecuniary Interest dispensations (Section 31 Localism Act 2011) in connection with items on this Agenda.

Cllr. Lis declared an interest in matters relating to staffing issues at the Community Centre.

1. **To confirm the Minutes of the Parish Council Meetings held on 2 September and review matters arising** The Minutes were proposed by Cllr Emsley, seconded by Cllr. Brash and approved by the meeting as a true record.

**a) Village Map Update** – Cllr. Gaunt reported on her work on updating the current map but stated this would be delayed by her impending trip abroad. Comments were made that it was felt the project depended on financial input by the IBT and a response on this was looked for.

**b) Speed Restriction on A65** – The Chairman commented on the response from the CEO of NYCC stating no further action would be taken on this issue and Cllr. Lis confirmed he would be happy to approach the press with another Councillor to progress the issue. There was discussion on the matter of photographs and other evidence to support the campaign. Cllr. Weller suggested that the number of pedestrians crossing near the garage on the A65, which was felt to be a useful idea.

1. **REPORTS**

**Police** – An email report for the area from the police had been circulated before the meeting and briefly commented on by members.

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

**a) Disused Railway –** a member of the public asked members whether it would be possible to utilise in some way the viaduct and disused railway lines in the area for the purpose of a cycle way or walk way. The Chairman stated that unfortunately when the railway was closed the land was sold to private ownership and there was no right of way. Cllr. Lis also confirmed that the condition of the viaduct was not safe for public use and there would be planning difficulties in its development

**b) Allotments –** Two members of the allotments committee asked about the renewal of the lease, its term, and permission to install rabbit proof fencing around allotments. The Chairman confirmed that the Parish Council had agreed to renew the lease for another five years, and the trustees of the Bull Land would be contacted to confirm permission for the fencing. However he drew members’ attention to the fact that the Parish Council could not take on the liability for maintaining the boundaries of the field, and this would become the responsibility of the Allotments Association under the terms of the new lease. The Chairman did say that he believed the Parish Council would be willing to consider an application from the Allotment Association for financial help in this matter. The Chairman also commented on the high standard of the work that had been completed at the allotments and commended the Association in this regard.

**c) District Councillor** – Cllr. Lis reported on the current campaign against dog fouling and confirmed that hidden cameras would be in place for four weeks with data retrieval happening every two days.

**d) New Craven Sign** –Cllr. Emsley queried the new Craven District sign that had recently been installed and after discussion the Clerk was instructed to write to the CEO at Craven to state that members felt the sign was not welcoming, should include the word ‘District’ and the colour scheme was wishy washy.

**e) Mobile Food Van** – Cllr. Emsley had received a complaint regarding this vehicle selling food in a car park of a local business and the Clerk was requested to check with the planning department to ascertain whether the appropriate permission for this had been applied for.

**f) Parking by School Gate** – Cllr. Mckenzie raised a complaint about parking on footpaths near the primary school gates. After discussion Cllr. Lis confirmed he would raise this issue at a meeting with the school next week. The Chairman suggested a note highlighting this issue should be put in the next newsletter and reminded members that such parking was obstruction and can be reported to the police.

*C. Lis left the meeting*

1. **PLANNING –**

**C/45/655C Variation of Condition 4 (window materials)** Far Gearstones Farm, Chapel le Dale

**The members supported this application**

**C/45/307Q Variation of Conditions to extend working at Ingleton Quarry**

A vote was taken on whether the Parish Council would support this application to extend the life of the quarry and with the exception of the Chairman, all were in favour. However with the reduction of tonnage produced by the quarry the Parish Council would like to see a reduction in working hours with half the stone produced being transported on the railway. Concerns were raised about effects on nearby dwellings and members would like to see monitors in place for closer properties. There was comment from members regarding the desertion of bird life from the area particularly with the introduction of the new crusher and it was hoped that the new bund would be completed as soon as possible.

**2019/20673/VAR Variation of Conditions for land opposite Greta Villas, Main Street, Ingleton**

The members objected to this application as it would steal light from nearby properties and members felt it was not in keeping with the adjacent buildings.

**7. PARISH COUNCIL MAINTENANCE MATTERS**

1. **Park/Toilets –** An email had been circulated prior to the meeting from Councillor Gaunt regarding a local resident with a dog who she had come across in the park. It was evident the dog was hunting moles and the resident was using snares to trap rabbits which she felt was inappropriate behaviour in a public space. Discussion followed on the legality of this behaviour, which depended on the type of snares being used. Eventually the Chairman recommended that if the resident was seen again using snares the matter should be reported to the police. A letter had been received from W. Tooby requesting permission to plant trees along the Hostel wall in the park with the involvement of a local women’s group, Cllr.Emsley proposed, Cllr. Metcalfe seconded and this was agreed to my members. An email had been received from a local resident requesting replanting of trees that had been removed from the small grassed area behind Burnmoor Crescent. Cllr. Emsley commented that after visiting the site he felt that the area had greatly benefited from the additional light and space and believed no further trees were needed. The several trees that remained on the site would also benefit from the reduction in tree numbers. Cllr. Gaunt suggested that the area should become a wildflower meadow, and this was felt to be a good idea by the rest of the meeting.
2. **The Brow** – No report
3. **Highways**– Cllr. Brash commented that the potholes on the road to the Bottoms had been repaired. Cllr Weller commented on the organic debris that had accumulated on Ingleborough Park Drive and the Clerk requested photos in order to report this. He also reported problems with the drains, although Cllr. Lis stated that significant work on drains had recently been done in that area.
4. **Pump Track** – Now the broken Perspex had been removed from the cycle stand there was some discussion on whether to replace it with another material to provide shelter for users of the track. The Chairman suggested a plastic material that was used by farmers and will forward the supplier to the Clerk. Discussion followed on a letter from a local resident complaining about the nuisance and noise caused by young bikers using the nearby woodland near to his residence in New Village. Many members felt that youngsters had used this area for recreation for many years and it would be problematic to curb. Cllr Mckenzie will ascertain whether there would be a demand from them to construct selfmade jumps on the site near the iCentre, which had previously been intended for this purpose.
5. **Street Lighting** – Cllr. Gaunt was concerned regarding the streetlight opposite Curlew Crafts which the concrete post of which had been cracked and had been taped up as a temporary measure. The Clerk pointed out that three replacement lights had been commissioned this year by the Parish Council and suggested that this should be considered at the precept meeting. There was some discussion on the issue of energy savings that could be made with the street lights and it was agreed to invite A. Howson to the next meeting to discuss the matter.
6. **Ingleton Community Centre** – The Clerk reported on the recent conference at the Community Centre on village hall networking and a recent meeting on the Library. The figures for the library for the last quarter had been found to be satisfactory. The members were pleased to note that the work on the multi sports pitch had been successfully completed.
7. **Cold Cotes/Chapel le Dale** – The Chairman had received vehement complaints on the parking congestion at Chapel le Dale, from Philpin Lane End to the water pumping station just beyond the Hill Inn on Hawes Road, and there was some discussion by members on this problem. It was agreed that the Clerk should write to Highways and copy in the police, District and County Councillors on this issue as there were serious local concerns for public safety.
8. **To receive information and where applicable decide further action on the undernoted ongoing issues**
	1. **Village Action Team –** Cllr. Weller reported on the recent site meeting and confirmed he had contacted the Millenium Trust regarding an environmental impact survey as recommended by the Craven District members present at the meeting. The Millenium Trust had confirmed that they did not in fact do these surveys and after discussion it was agreed the Clerk should ascertain the particular type of survey required, as the Chairman had commented that environmental impact surveys could only be done at certain times of the year.
	2. **Allotments – To consider the Lease Renewal.** It was proposed by Cllr. Metcalfe and seconded by Cllr. Gaunt and agreed that the lease would be renewed for five years from November 2019 with the additional clause inserted requiring the Allotment Association to be responsible for maintenance of the boundaries. It was also confirmed that the Parish Council had no objection to the installation of rabbit proof fencing and this matter would be passed to the Bull Land Trust for confirmation.
	3. **B4RN –** No Report
9. **REPORTS FROM AND QUESTIONS TO DISTRICT AND COUNTY COUNCILLORS – None**

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

 **Emails**

6/9 YLCA Training Events

6/9 Quarry Planning Application

6/9 NALC – Consultation on Proposed Reforms to Permitted Development Rights to       Support the Deployment of 5G and Extend Mobile Coverage

7/9 YLCA NALC Chief Executive’s Bulletin

9/9 YLCA One Day Training

9/9 Policy Consultation and Briefing on Review into Local Government Audit 9/9 NALC -

10/9 CDC Planning Notice 2018/19506/FUL - Refused

11/9 Local Resident Request for additional tree planting behind Burnmoor Crescent

12/9 YDNP/Dalesman Village of the Year – invitations for entries

12/9 Resident complaint regarding biking activity on woodland behind New Village

**14/9 YD Signs with 4 options for replacement interpretation board for park**

17/9 NALC Chief Executive Bulletin

18/9 YLCA re seminar on community led housing 15 October provided by Wrigley

**21/9 DPO on data control and request for continued confirmation in role**

21/9 White Rose Update

24/9 YLCA Webinar 30/9

27/9 R. Flinton CEO NYCC Response to PC letter on speed limit

1/10 YDNPA Annual Forum 2019

2/10 White Rose Update

3/10 A. Laycock confirmation of outcome of riverside meeting

3/10 Pensions Regulator re re-enrolment compliance in pensions scheme

**Dropbox**

Residents Letter re Holiday Homes

Clerk’s Response

Craven Community Champions Awards

**Christmas Events Committee/NSPCC requesting use of Square and Xmas lights and tree**

W.Tooby Request to plant Trees in Park

Resolutions Register

**a) Christmas Event** – It was agreed that permission should be granted for the use of the Square for this event on 14 December. The Clerk will place the matter of the tree on the Agenda for the next meeting.

**b) Confirmation of Data Protection** Officer – the members agreed that Mr. D. Roper-Newman be confirmed as Data Protection Officer for Ingleton Parish Council for another year.

**c) Park Interpretation Sign** – It was agreed by members that option D should be adopted and the Clerk will instruct Yorkshire Dales Signs to construct the new sign.

**11. REPORTS**

1. **Chairman** – No report
2. **Footpaths Report**– Cllr. Gaunt queried the responsibility for the footpath between Croft Close and Red Ash Lane and it was confirmed this was NYCC. She proposed to tidy this area and there were no objections.
3. **Clerk –**

**Swimming Pool** – It was agreed by the meeting to donate an 600x600mm stone inscribed with the words ‘Ingleton Parish Council’ at a cost of £72 plus the cost of inscription

**External Audit** – Confirmation of the Close of Audit had been received and posted on the website. No issues had been raised by the auditors.

**Website Accessibility Legislation** – the compliance work on the website had been completed and and a compliance statement would be posted shortly.

**Waterfalls Walk** – an invitation had been sent to the management company to discuss congestion issues but the Clerk had received no reply. After discussion the Chairman suggested that Thornton Parish Council be contacted to ascertain what action if any they are considering.

**Precept** – The Clerk confirmed the second half of the precept had been received and she would be completing the half year VAT return this month.

**d) Swimming Pool** – Cllr. Brash stated that the pool was now closed, it had not been a good season

and it was likely a loss had been made.

**e) Quarry Liaison** – No report

### 12. FINANCE –

**i)To authorise signing of orders of payment and online payments** - It was proposed by Cllr Brash seconded by Cllr. Gaunt and agreed to make the following payments:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 73  | don  | dd  | CC A/C  | Half Year Payment  | 12750.00  |   |
| 74  | tut  | dd  | Waterplus  | Car Park WC Supply  | 20.02  |   |
| 75  | sun  | 209  | Data Protection Off  | Annual GDPR fee  | 40.00  |   |
| 76  | ab  | dd  | A. M. Hack  | Tel.&Broadband  | 42.49  |   |
| 77  | S137  | dd  | Eon  | Floodltg St. Mary's  | 27.11  | 1.29  |
| 78  | sls  | dd  | Eon  | Street Light Supply  | 490.45  | 81.74  |
| 79  | sms  | dd  | Howsons  | Replacement lights  | 5580  | 930.00  |
| 80  | tut  | 210  | PHS   | Sanitary Unit Hire  | 91.80  | 15.30  |
| 81  | aa  | dd  | A. M. Hack  | Clerk Salary   | 701.61  |   |
| 82  | tut  | dd  | SSE  | Car Park WC Supply  | 131.21  | 6.24  |
| 83  | tut  | dd  | SSE  | Park WC Supply  | 63.05  | 3.00  |
| 84  | brep  | 211  | JT Atkinson  | Signpost fixs  | 14.70  | 2.45  |
| 85  | tcl  | dd  | MHG Building Con  | Cleaning WCs  | 1111.66  |   |
| 86  | tw  | dd  | Acorn Tree Svcs  | Removing Elm  | 240.00  |   |
| 87  | sms  | dd  | Howsons Ltd  | New head for st. light  | 504.00  | 84.00  |

Community Centre

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 84  | 634  | Waterplus  | Supply  | 187.30  |   |
| 85  | 635  | Corona Energy  | Gas Supply  | 232.97  | 11.09  |
| 86  | 636  | Olympia Supplies  | Toilet Rolls  | 25.20  | 4.20  |
| 87  | 637  | Toobys  | Drier Repairs  | 50  | 8.33  |
| 88  | 638  | M. Rogerson  | Windows  | 80.00  |   |
| 89  | 639  | Npower  | Supply  | 136.32  | 6.49  |
| 90  | 640  | NPower  | Supply  | 264.94  | 44.16  |
| 91  | 641  | Baren Heating  | Repairs  | 146.99  | 24.50  |
| 92  | dd  | Mrs. A. Brown  | wages  | 546.72  |   |
| 93  | dd  | J. Goodman  | wages  | 245.54  |   |
| 94  | dd  | J. Lis  | salary  | 1515.47  |   |
| 95  | dd  | A. Hack  | wages  | 168.87  |   |
| 96  | dd  | M. Whitfield  | wages  | 151.53  |   |
| 97  | 642  | HMRC  | PAYE/NIC  | 1726.43  |   |
| 99  | dd  | Vonage  | Telephone  | 32.4  | 5.40   |

**ii) To Review the Draft Model Financial Regulations** – these having been circulated prior to the meeting, it was proposed by Cllr. Metcalfe, seconded by Cllr. Emsley and agreed to adopt these with the proviso that the Clerk should investigate the possibility with Barclays Bank to increase the number of online signatories for the Community Centre Account.

**13. Any other matters which the Chair decides are urgent in accordance with Section 100B (4) of the Local Government Act 1972**

The next Parish Council Meeting will be held on Monday 4 November 2019 at 7pm, at the Community Centre.