MINUTES OF THE PARISH COUNCIL MEETING HELD

**BY VIDEO CONFERENCE 7PM 6 JULY 2020**

**PRESENT: Chairman** J. Metcalfe Cllr. J. Emsley

Cllr. C. Lis OBE Cllr. J. Mckenzie

Cllr. S. Brash Cllr. A. Weller

Cllr. D. McGonnigal Cllr. M. Howson

Cllr G. Gaunt

**In attendance:** Alison Hack, J. L. Brown

**This meeting was recorded under file PCTapesJuly20**

1. **Apologies for Absence -** None
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 and also a non-prejudicial interest in item 8a). Cllr. Howson declared an interest in item 7e).

1. **To confirm the Minutes of the Parish Council Meetings held on 1 June 2020 and review matters arising.** The Cllr. Mckenzie proposed, Cllr. Weller seconded and it was agreed to accept these Minutes as a true record.

**i) Parish Council Casual Vacancy** – After showing the Declaration of Acceptance of Office form to the members, J. Brown signed the form in acceptance of the office of Parish Councillor and was welcomed as a member of the Council.

**ii) Ingleton Judo Club** – to consider a donation by Ingleton Parish Council. It was agreed to donate the sum of £250 towards the new club, and permission was granted for their temporary use of the Middle School field for three months only, after which the matter would be reviewed.

1. **Police Report** – The police report been circulated prior to the meeting. Cllr. Emsley commented that he had spoken to traffic police in the area recently who had attended a serious accident of a cyclist, but they told him they had originally been called to the area to monitor motorbike activity.
2. **ADJOURNMENT for questions/items for attention raised by members of the public.** None

**6. PLANNING –**

**C/45/663 John’s Barn, Gunnerfleet Farm, Chapel Le Dale LA6 3AU – Conversion of Barn to short term let** **holiday accommodation**

**The members supported this application**

**7. Parish Council Maintenance Matters**

**a) Park/Toilets** – The Clerk confirmed that as play areas would now be permitted to open, discussion followed on health and safety measures to be taken with respect to Covid 19 before reopening the park play area and the adjacent toilets. The Clerk will complete a risk assessment for both facilities, and appropriate signage, following government guidelines and advice on the API website. It was agreed the reopening should be effected in a week’s time on 14 July. Cllr. Brash had received a complaint from a member of the public regarding the high level of dog fouling in the park, and there was some speculation on whether it had stemmed from the recent lockdown.

**b) The Brow** – The Clerk reported the loose branch had now been removed and the invoice received for payment.

**c) Highways –** The Chairman reported on a recent problem in the surfacing of Oddies Lane which Highways had immediately investigated. He had spoken to the Highways inspector who confirmed that further repairs were proposed for Parkfoot, and Jenkins Beck railings were on the schedule for future repair/replacement.

**d) Pump Track** – Cllr. McGonnigal confirmed that this was being well used but that the young bikers were not doing well at social distancing.

**e) Street Lighting** – ENWL had offered grant funding for solar street lights, the Clerk will pursue.

**f) Community Centre** – Cllr. Lis reported on the recent Joint Management Meeting at which it had been agreed to reopen the Centre on 20 July. Social distancing measures had been put in place, and 7 dividing screens had been purchased to help. The interior of the Centre had now been almost completed repainted during lockdown. The Centre was entering its quietest time of year, and only two groups were hoping to use the centre in the immediate future, WI craft group and childminders. The Centre Manager will be doing risk assessments for both of them and the TIC which will also be opening this month. It has been agreed to purchase a fogger machine for sanitising large areas. The Clerk briefly reported on the opening of the library, which was reopening that day.

**g) Cold Cotes/Chapel le Dale** – the Chairman reported that he had contacted Richard Fawcett who would be treating the Japanese knotweed at Cold Cotes and will be invoicing the Council for the work.

**8. To receive information and where applicable decide further action on the undernoted on-going issues**

**a) Village Action Plan** - An email had been received from YDMT requesting confirmation of the Parish Council’s acceptance of a formal contract for their work on the Riverside project, an agreement that YDMT takes on NewGround as subcontractors to help get all works to full design stage ready to go out to tender stage after with the project would be reviewed with Ingleton Parish Council. It was proposed by the Chairman and seconded by Cllr. Emsley and agreed that this proposal be accepted.

**b) Allotments –** No problems had arisen, the Chairman had been approached on a minor issue relating to the boundary wall, but since this was a matter which was the sole responsibility of the Allotments Committee no action by the Parish Council was appropriate.

**c) B4RN to receive report** - Cllr. Mcgonnigal confirmed that work on this project had continued during the lockdown and some work had been done along Main Street.

**9. Reports from and questions to District and County Councillors -** Cllr. Lis did not have much to report, Craven District Council was still meeting via video, the budget had been agreed for next year. Revenues would be significantly down due to the loss of income from Council car parks. It was suggested that the Clerk should write to the local MP to urge additional funding for the District Council

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

**Emails**

3/6   Thornton PC on yellow lines to combat parking congestion at Waterfalls Walk

 6/6   White Rose Update

 5/6  YDPA Planning – approval of C/451307R Ingleton Quarry

 5/6  Citizens Advice Bureau request for information

 9/6  Flytipping Flyer

11/6 Planning C/45/663 Requesting comments

**16/6 ENWL Grant funding for upgrading street lights to LEDs** Clerk has expressed

interest and street light inventory forwarded 24/6/20 (Lynn Smith)

18/6 D. Harper Ingleton Judo Club request for Donation

**19/6 A. Dixon NYCC on Clapham School closure**

21/6 P. Stringer NYCC Police re motorbikes

24/6 **Report from Internal Auditor YIAS on 2019/20 Annual Return**

24/6 J. Mulligan AJI Project Road Safety Fund

**24/6 Thornton PC on congestion at Waterfalls Walk – Volunteer Wardens**

26/6 Highways request for comments on street café area on High Street

29/6 D. Harper Ingleton Judo Club request use of land near iCentre

**30/6 Pennine Journey upgrade to National Trail**

     1/6 YLCA Training on Chairmanship Skills

     2/6 PC J. Grace Police Report

    6/6 D. Sharrod update on Riverside project

**6/6 CDC £4000 grant available for High Street Reopening**

**Dropbox**

Resolutions Register

a) **Clapham School Closure** – Cllr. Weller voiced his disappointment that the closure was still going ahead in spite of the need for additional space created by the current health crisis. The Chairman agreed but stated it had now been finally settled and at least the catchment area will be subject to review.

**b) Yorkshire Internal Audit Service** – the internal audit report for the year ending March 2020 was duly noted and the Clerk confirmed this has been placed on the website.

**c) Pennine Journey upgrade to National Trail** – there was no real support for this proposal from members

**d) Craven District Council £4000 grant available for High Street** Reopening – the application form had to be completed with the proposal and returned in a week’s time. The Clerk was requested to forward this email to Ingleton Business Group as soon as possible to see if they had any suggestions. It was agreed that a meeting would be held at the end of the week if necessary to complete the form. The Chairman suggested funds could be used to make the Square more attractive for outdoor commercial use.

**11. Reports**

a. Chairman – The Chairman reported on a serious incident of a dog killing a sheep on Storrs Common, he had spoken with the grazier about the incident, he was intending to install signage in the area warning dog owners to keep their pets under control.

The Chairman had also spoken with the National Park Area Ranger about additional signage who had suggested that Ingleton consider the possibility of applying for a Public Spaces Order which would criminalise offences on land under such an order, thereby providing the Council with greater control over activities on land in the Parish. The Chairman asked that members consider such action and that investigation be done into what the process entails.

b. Clerk – No report

c. Footpaths – No report

d. Swimming Pool Management Committee – No report

e. Quarry Liaison Committee – Cllr. Emsley reported that there had been HGV traffic to the Quarry going up Croft Road out of the hours agreed by their planning permission. The Clerk will report this to the Quarry management.

### 12. FINANCE –

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 27 | tut | dd | SSE | Supply to Park WCs | 66.18 | 3.15 |
| 28 | tut | dd | SSE | Supply to Car Park WCs | 190.86 | 9.08 |
| 29 | aa | dd | A. Hack | Tel&Broadband | 53.75 |  |
| 30 | aa | dd | A. Hack | Clerk Salary | 713.54 |  |
| 31 | sls | dd | Eon | Street Light Supply | 347.23 | 57.87 |
| 32 | S137 | dd | Eon | Floodlighting St. Marys | 12.06 | 0.57 |
| 33 | tw | dd | Acorn Tree Services | Removal of Dead Branch | 140.00 |  |
| 34 | sun | dd | YLCA | Subscription | 573.00 |  |
| 35 | pro | dd | Yorkshire IA Services | Internal Audit | 330.00 |  |
| 36 | tcl | dd | MHG Builders | Cleaning Public WCs | 550.72 |  |
| 37 | gfl | dd | Horton Landscaping | Grasscutting village | 900.00 | 150.00 |
| 38 | gfl | dd | Horton Landscaping | Grasscutting village | 648.00 |  |
| 39 | gfl | dd | Horton Landscaping | Fiddle Case Flowerbeds | 666.00 | 111.00 |
| 40 | don | dd | Craven Judo Academy | Donation | 250.00 |  |

Community Centre

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 36 | dd | J. Lis | salary | 1538.26 |  |
| 37 | dd | Mrs. A Brown | wages | 965.09 |  |
| 38 | dd | J. Goodman | wages | 417.77 |  |
| 39 | dd | A. Hack | ULV Cold Fogger | 250 |  |
| 40 | dd | A. Hack | Room Dividers | 475.86 |  |
| 41 | dd | Vonage102554 | Telephone | 32.4 | 5.4 |
| 42 | dd | Corona May | Gas Supply | 399.31 | 66.55 |
| 43 | dd | Npower | Elec Supply | 218.62 | 10.41 |
| 44 | dd | A. Hack | Petty Cash | 94.69 |  |
| 45 | dd | YPO | Cleaning Library | 87.6 | 14.6 |
| 46 | dd | YPO | Toilet supplies | 137.5 | 22.92 |
| 47 | dd | YPO | Clg/Maint | 427.89 | 71.32 |
| 48 | dd | JT Atkinson | Paint for CC | 425.29 | 58.45 |
| 49 | dd | M.Rogerson | Windows 16/6 | 40 |  |
| 50 | dd | M.Rogerson | Windows 2/7 | 40 |  |
| 51 | dd | Corona April | Gas Supply | 453.07 | 76.51 |
| 52 | dd | Waterplus | Supply | 84.18 |  |
| 53 | dd | PK Roofing | Repairs to flat roof | 290.40 | 48.40 |

Staff wages amount to £2921

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

**Video Meetings** – Cllr. Lis pointed out that due to the requirement that the public be included in Parish Council meetings the current restrictions mean that the Parish Council must continue to hold video meetings to conform with the law.

The next Parish Council Meeting will be held on Monday 3 August 2020 at 7pm, at the Community Centre.