MINUTES OF THE PARISH COUNCIL MEETING HELD

 **BY VIDEO CONFERENCE 7PM 5 OCTOBER 2020**

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

 Cllr. C. Lis OBE Cllr. J. L. Brown

 Cllr. S. Brash Cllr. M. Howson Cllr. A. Weller Cllr. G. Gaunt

**In attendance:** Alison Hack, Parish Clerk, two members of the public

**This meeting was recorded under file PCTapesOct20**

1. **Apologies for Absence -** J. Mckenzie, 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 (item 7f), Cllr. J. Metcalfe declared an interest in any matter relating to the Ingleton Scenery Company.

1. **To confirm the Minutes of the Parish Council Meeting held on 7 September 2020.**  Cllr. Emsley proposed, Cllr. Brash seconded and it was agreed to accept these Minutes as a true record.
2. **Police Report** – Police report had been previously circulated prior to the meeting. Cllr Mckenzie had commented in an email to the other Councillors on the rise in thefts in the local area. The Chairman asked for all residents to be vigilant and call the police when incidents occur.
3. **ADJOURNMENT for questions/items for attention raised by members of the public** Two local business owners asked for greater public affirmation from the Parish Council stating support for the extension of dining areas into the road on the High Street by three local businesses. Cllr. Gaunt queried why the restrictions were necessary over the winter. It was maintained by the business owners that the space was needed to make the numbers of customers served viable and was a very necessary relief to the problems of running a business with social distancing. Cllr. Gaunt had been approached by nearby shop owners about the reduction in parking and was concerned about possible difficulties to disabled or elderly residents. It was pointed out that in winter the Community Centre car park is rarely fully used. J. Metcalfe suggested the remove current restrictions on the four spaces near Inglesport and Cllr. Gaunt agreed that might help, and the two members of the public agreed this would be acceptable. The Chairman also asked that it be minuted that the Parish Council fully supports the use of planters to isolate areas of that parking bay for the benefit of the adjacent businesses. Cllr. Lis emphasized the Parish Council fully supported the proposal to extend on to the pavement as way to support local business and the Parish Council is well aware of the importance of attracting visitors to the area.

**6. PLANNING –**

 **2020/21994/FUL Construction of an Agricultural Building, Pemberton Farm, Ingleton, Carnforth LA6 3DS**

The Chairman suggested this may be too close to a residential property, otherwise the members supported this application.

**7. Parish Council Maintenance Matters**

**a) Park/Toilets** – The Clerk confirmed that the annual inspection by RoSPA had been completed, there were some repairs needed to the surface. The toddlers’ swing had been repaired. The donation box for the ladies WC in the Community Centre car park had been repaired and reinstalled with additional signage.

**b) The Brow** – The Clerk will pursue Horton Landscapes again for a quote to remove ivy and trim branches along the Main Street and the Rake.

**c) Highways –** The Clerk reported thatsigns had arrived today from CDC for Covid 19 social distancing to be used in the village centre. Cllr. Lis had reported a pothole on the A65 near the junction with Bentham Road. Cllr Caunt reported potholes on Laundry Lane and faulty drain covers which she had reported to Highways.

**d) Pump Track** – RoSPA did their annual inspection this month and the report confirmed general good condition, a few signs of wear on tarmac to be monitored. The inspector had commended the Parish Council on the general good condition.

**e) Street Lighting** – It was proposed by the Chairman and agreed by the meeting that the street light opposite Curlew Crafts should be replaced as the concrete column is cracked. Clerk will get price fro Howson and ENWL and report back.

**f) Community Centre** – Cllr. Gaunt commented that the arrangements at the Community Centre for the flu injections were very well organized and the Clerk will pass this on to the Centre Manager. The Clerk reported that according to Library Services usage of the library were at 65% of pre Covid. Since the introduction of mandatory mask wearing the Clerk regretted to report the loss of another volunteer who had difficulties with full time mask wearing. The Clerk confirmed that once she would be calling a meeting of the Joint Management Meeting in October, once she had completed the half year figures.

**g) Cold Cotes/Chapel le Dale** – No issues raised.

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

**a) Riverside Project**  - The Clerk confirmed the substance of the email received from Rima Berry at YDMT. It had become apparent that due to the project not creating new employment, YDMT maintained that this meant the grant application with the RDPE was unlikely to succeed. The Chairman proposed, Cllr. Weller seconded and it was agreed to instruct YDMT to withdraw the grant application to RDPE and continue with the necessary work of getting the project grant ready, as YDMT had advised that it was likely that funding could be accessed from other sources. This proposal was agreed to by the members. It was also suggested that once the final design has been completed a site meeting of the sub committee with YDMT and Newground would be sensible to assess the way forward.

**b) B4RN to receive report** – Cllr. McGonnigal confirmed ducting work was being done to properties on Main Strteet.

**e) Allotments** – The Clerk will be forwarding out an invoice for the annual rent shortly and confirmed that all plots bar one seem to be well under cultivation.

**9. Reports from and questions to District, County and Parish Councillors -**  Cllr. Lis spend a lot of time on waste collection, recycling dropped 43per cent due to people contaminating bins with inappropriate refuse. The Councillor confirmed it cost CDC £16k last month for rejected loads which was disappointing. It was intended to spend some funds on education of the public, since very inappropriate materials were being dumped in the blue bins and there has been some publicity on the website and in the Craven Herald. The Councillor also regretted to report 19 incidents of flytipping recently which was very concerning. Targets for recycling need to recover to previous levels.

The Councillor also reported on the latest figures on Covid 19 which stood at 98 cases per 100,000 which is quite high, although this is distorted due to sparsity of population in the district. The Chairman commented that it would. be helpful to have more detailed information on the statistics for Covid in the local area. Cllr. Lis took a note. Cllr. McGonnigal drew members’ attention to a website which gave local figures and believed there were 5 in immediate area.

Cllr. Emsley queried the cost of pickup of large items for disposal by CDC now costing £34, and Cllr. Lis confirmed that these costs are likely and unfortunately necessary. Cllr. Lis will recirculate the list of recyclable items that are acceptable.

Cllr Emsley reported on an incident of a dog knocking over children in field adjacent to the Pump |Track and the dog owner stating her belief that the area was a ‘dog field’. Councillor Gaunt confirmed she had come across used dog bags in the stream there and that there was dog waste all over the field. The Chairman suggested that if people were abusing it the field should be closed. It was agreed the Clerk should write to NYCC to ask what actions they would take and consider closing off the field.

Cllr. Brown raised the matter of the trees adjacent to the Wagon Park– which were growing over into the residents’ gardens on Back gate. The Chairman suggested they should take it up with the District Council**.**

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

**Emails**

8/9 North Craven Heritage Trust re Single Unitary Authority

11/9 Parish Clerk Riverside Project, Stakeholder list and request for additions

14/9 Parish Clerk on Riverside Project Information

15/9 Cllr. Brash Requesting Permission to use Square for Charity Fundraising

16/9 NALC with information on latest COVID 19 guidelines

17/9 YLCA Notice of Data Breach

18/9 YLCA Training Session 26/9

18/9 2020/21697/TPO Crown Thin Beech High Street Notice of Refusal

18/9 2020/21701/TPO Crown Life Sycamore, Moorgarth Notice of Permission Granted

21/9 Garsdale Parish Clerk re Action Group meeting

22/9 YLCA Clerk Vacancies

22/9 YLCA E Training Programme

22/9 NY Police Road Safety Fund process change

22/9 P. Bond Environmental Board Covid 19 changes to procedures

23/9 YLCA Planning Training

23/9 A. Mellor, Highways confirmation of dropped kerb at Enter Lane junction

25/9 NHS TracknTrace information on new app

26/9 Email from local resident on High Street parking

28/9 Ingleton Poem ‘Land of Caves’ offered by local resident

28/9 White Rose Update

28/9 YLCA ‘Spread Your Wings’ Webinar Session 3 October

29/9 YDMT R. Berry on RDPE grant application for Riverside Project

30/9 Craven Planning Notification 2020/21994/FUL

3/10 ROSPA Annual Inspection Reports for Pump Track and Play Area

4/10 Request by local resident received via Cllr. McGonnigal for adult fitness equipment in park

**1. ‘Land of Caves’ Poem** on Ingleton – There was some discussion on possible uses of this for the village, but the Chairman did not feel that this was an issue for the parish council

**2. Adult Fitness Equipment** – Cllr. McGonnigal has had a look at the website and the possible costs of installing such equipment in the park, but he believed that space near the iCentre was possibly a better option. The Chairman felt we should concentrate on our current project (Riverside Project) before embarking on another. He suggested there could be an opportunity for business engagement and sponsorship on this.

**3. Garsdale Action Group again Noise Pollution** – It was confirmed that Zoom meeting preferred for the first meeting of this group.

**Dropbox**

Resolutions Register

**11. Reports**

**a. Chairman** – No report

**b. Clerk** – The Clerk confirmed the second half of the Precept had been paid into the account, she would be completing the biannual VAT refund claim. The half yearly donation to the Community Centre was to be authorised with the other payments tonight.

**c. Footpaths** – No report

**d. Swimming Pool Management Committee** – No Report

**e. Quarry Liaison Committee** – no meeting. The Chairman commented at the last Parish Council meeting the issue was raised about HGV going through village, and the Councillor came across lorries going to Horton Quarry through Selside, which he will raise with the quarry manager. Cllr. Lis will raise this with the National Park as well as it is evidence of an infringement of planning permission.

### 12. FINANCE –

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 62  | sun  | dd  | A. Hack  | Zoom payment  | 14.39  | 2.40  |
| 63  | sls  | dd  | Eon  | Street Light Supply  | 347.23  | 57.87  |
| 64  | tut  | dd  | PHS Group  | Sanitary Hire  | 91.80  | 15.30  |
| 65  | sun  | dd  | A. Hack  | Data Protection Fee Renew  | 40.00  |   |
| 66  | tut  | dd  | SSE  | Car Park WC Supply  | 152.64  | 7.26  |
| 67  | tut  | dd  | SSE  | Park WCSupply  | 69.06  | 3.28  |
| 68  | sun  | dd  | CDC  | Excess Weight Charge  | 0.28  |   |
| 69  | aa  | dd  | A. Hack  | Salary  | 713.54  |   |
| 70  | ab  | dd  | A. Hack  | Telephone & Broadband  | 49.04  |   |
| 71  | tcl  | dd  | MHG Building Contractors  | Cleaning WCS  | 1075.80  |   |
| 72  | don  | dd  | Community Centre  | Half year donation  | 12966.75  |   |
| 73  | sun  | dd  | ROSPA  | Pump Track & Play Area  | 193.80  | 32.30  |
| 74  | gfl  | dd  | Horton Landscaping  | Grass cutting village  | 648.00  | 108.00  |

Community Centre

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 87  | dd   | Corona Sept  | Gas Supply  | 187.39  | 8.92  |
| 88  | dd   | M.Rogerson  | Windows 11/9,1/10  | 80  |   |
| 89  | dd   | Notice Signs  | Perspex screens  | 665.88  | 110.98  |
| 90  | dd   | YPO  | Nonslip carpets  | 323.58  | 53.93  |
| 91  | dd   | YPO  | First Aid supply  | 89.96  | 14.99  |
| 92  | dd   | YPO  | Cleaning  | 175.68  | 29.28  |
| 93  | dd   | Npower  | Electricity Supply  | 138.05  | 6.57  |
| 94  | dd   | Vodphone 134170 | Telephone  | 32.4  | 5.4  |
| 100  | dd   | HMRC  | PAYE/NIC  | 1982.29  |   |
| 101  | dd   | NOW Pensions  | Contributions  | 236.43  |   |

Staff wages amount to £3061.91

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

**Macmillan Charity Stall** – Cllr Brash thanked the Parish Council for permission to use that Square and was pleased to confirm that £1320 was raised for the charity.

The next Parish Council Meeting will be held on Monday 2 November 2020 at 7pm, via Zoom.