MINUTES OF THE PARISH COUNCIL MEETING HELD

**BY VIDEO CONFERENCE 7PM 7 DECEMBER 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. J. Mckenzie

**In attendance:** Alison Hack, Parish Clerk

**This meeting was recorded under file PCTapesDec20**

1. **Apologies for Absence -** Cllr D. McGonnigal
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.

Cllr. Howson declared an interest in item 7 e) (Street Lighting).

1. **To confirm the Minutes of the Parish Council Meeting held on 2 November 2020.**  Cllr. Weller 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. The Chairman commented that a couple of incidents he was aware of had not been noted on the report. He will email the police to query this.
3. **ADJOURNMENT for questions/items for attention raised by members of the public - None**

**6. PLANNING –**

**2020/22188/HH**   
To convert the integral store within the building footprint to a bedroom with en-suite facility. To also construct a replacement store in the front garden which will be used for bikes and gardening equipment 107 New Village, Ingleton, Carnforth, LA6 3DJMr and Mrs Mckenzie

**Withdrawn**

**2020/22261/TCA**

Notice of Treeworks in Conservation AreaT1 Silver Birch, Reduce size of overhanging branches

1 Garden Holme, Ingleton Carnforth, LA6 3ES

**The members supported this application**

**i) Lorry Park Housing Development** - Cllr. Weller had heard the lorry park application been refused but highly likely to be successfully appealed. Cllr. Lis commented it had been turned down unanimously, and he would be very surprised if there was an appeal by CDC against its own planning department.

**ii) Waterfalls Walk Additional Parking** – this recent application had been turned down by YDNP Planning, which had advised the applicant to apply again, and asked for a pre application discussion, as amongst other issues there were problems with the choice of the proposed surfacing. Cllr Lis had expressed his concern to the planning department, that it had not come to committee but gone to delegation. He felt that if the agent was prepared to sit down with the planning department there should be a way forward on this.

It was agreed that the Parish Council should write a letter jointly with Thornton Parish to request the agent to reapply. John Emsley commented that the surfacing had changed from gravel to tarmac. It was suggested that gravel not tarmac could be the surfacing used. M. Howson commented the work needs to be done before Spring and within 6 months to avoid additional fees.

Support from the Parish Council would be conditional on a non tarmac surface being proposed.

**7. Parish Council Maintenance Matters**

**a) Park/Toilets** – A local resident had requested that changing tables be installed in the public toilets and members agreed to this and confirmed that changing tables should be purchased for all 4 toilets, this was proposed by the Chairman, seconded by Cllr. Emsley and agreed by the meeting. The Clerk had obtained two quotations for these items, PHS £322 and HDS Online £155 including VAT. It was agreed that the cheaper option should be taken, after referring the matter to the Community Centre manager to compare their value against the tables installed in the Community Centre toilets. Discussion then followed on the Community Centre car park security. Cllr. Howson commented that dummy camera would not be effective as it was likely any thief would then disguise their face. The Clerk confirmed that she had requested a local firm to provide a quotation for a better strong box and it was agreed the Clerk should put up signs warning potential thieves of hidden cameras.

**b) The Brow** – J. Metcalfe commended the work on cutting back the branches and ivy along Main Street which he felt made a real improvement.

**c) Highways – to accept AJI Road Safety Grant and agree match funding** **and confirm location of VAS sign(s).** Cllr. Brown commented that he had been contacted by a resident on A65 requesting that it be sited on A65, south of Ingleton, he had visited the area and agreed with the resident that the traffic travelled at high speeds at this location. Cllr Metcalfe queried whether the Parish Council are able to buy its own sign and control the format, even though permission from NYCC was required and it was agreed the matter be held over until this issue was resolved. Cllr Lis proposed and Cllr. Weller seconded and it was agreed to accept this grant and to match fund the balance remaining of approximately £1100 for the cost of one sign. Cllr. Emsley was pleased to confirm that patching had been done on A65 at bottom of Croft Road.

**d) Pump Track** – no report

**e) Street Lighting** – Cllr. Lis asked about the light Top Club and the Clerk confirmed that the matter had been reported to Howsons. Cllr. Brash reported light near 88 New Village is on 24/7 and the Clerk took a note.

**f) Community Centre** – Cllr. Emsley been approached by the local pharmacist about possibly hosting the Covid 19 vaccinations at the Community Centre, however he has to bid for its availability 12 hours a day, 7 days a week until all the vaccinations are done. A one way system will be needed within the building but generally members fully supported this proposal for the Community Centre. There was discussion on whether to charge, and it was agreed by the meeting that there would be no charge to the local pharmacist, as anything that could be done to support the national vaccination efforts in Ingleton should be done. If a bid by an outside company was successful Cllr. Emsley suggested that a charge for the use of the Centre might be considered. Cllr. Lis commented on the successful Xmas Fair at the weekend, in spite of the necessity for social distancing it was well attended.

**g) Cold Cotes/Chapel le Dale** – Cllr. Metcalfe reported that a new newsletter being produced going out next week. The Chairman reported that Chris Fairhurst from CDC came to speak on waste collection at Twistleton with local farmers and residents, he felt it was a very useful meeting. The problem of waste collection at lone land ends was resolved with smaller trucks re-routed to collect green and blue bins. He commented that for people in rural areas it was cheaper to use compost bins rather than the brown bin service. Cllr. Lis reported that compost bins had been offered to residents a while ago at cost price. He commented that it is the only non-statutory service required from CDC. There was discussion on lane end collection difficulties at Beech Terrace also.

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

**a) Riverside Project**  - **To consider and approve final design layout to confirm terms of grant letter offer from A. Laycock, CDC**. The letter giving the terms of the grant for this project were approved by the meeting. The Chairman reported he had spoken to Debbie Boswell and obtained a A1 copy of the plan which he would leave at the Community Centre if anyone wanted to borrow it. Cllr. Emsley reported on the recent meeting of the steering group which had approved the plan as it stood. Queries raised at the meeting included the cost of woodchip and sand fill and removal, maintenance costs of the aerial zipwire, concerns regarding the siting of the scramble net under trees, and increased cost of insurance premium. Cllr Weller felt all members would want to have an idea of the future maintenance costs. However, the Chairman had strong reservations on the layout, the extent of the play area and the material used and has talked to Debby Boswell about the issues. Debby has agreed to do a presentation to us on the different materials proposed for the project. The Chairman was also concerned about the nearness of the play area to the Thacking flats and felt there should be a public consultation on the project. The Chairman suggested that the riverside walk should be considered as phase one and the play area as phase two. The next stage is a meeting on site with Debby Boswell and then go to a public consultation. Further consideration to this will be given at the January meeting.

**b) B4RN to receive report** – No report.

**e) Allotments** – The Clerk confirmed that United Utilities had requested the combination codes for both gates, so presumably the tree works were imminent – may also be dependent on planning permission.

**9. Reports from and questions to District, County and Parish Councillors -** Cllr. Lis reported that regarding the devolution edict circulated to local authorities by central government it was not a mandatory offer, and CDC did not take it up, however NYCC put a bid in and then went ahead with it. The bids will be looked at by central government and implemented possibly in 2022. CDC have submitted the east west as the most favoured option which Ingleton Parish Council also supported. Cllr. Lis feels considering this the Parish Council should have another look at a creating a community plan possibly early next year and Cllr. Lis will ascertain what steps we need to take to take this forward. It was agreed by the meeting that the Clerk should write a letter to MP about unitary position supporting the east-west option. The Chairman commented on CDC’s proposal that Parish Councils take on more work to do under the forthcoming reorganisation, and Ingleton Parish Council possibly might have to think about this issue.

Cllr. Emsley asked about a local retailer who had started offering hot food and drink from a stall near their business, and the Clerk confirmed that a stall by the front entrance was open for business. Cllr. Lis will confirm whether it requires a licence.

Cllr. Lis also stated he was the lead member for a greener Craven, which was trying to encourage local parishes to become carbon neutral. The major area is the concentration planning applications, all new buildings must be fully committed to carbon neutrality as far as possible. The Councillor felt Ingleton Parish Council should commit themselves in line with other local authorities.

Cllr. J. Emsley reported that he had received complaints from residents complaining about dog dirt in their gardens, they had reported it to Craven District Council, but had been informed by staff at CDC that this issue was handled by the Parish Council. As this is clearly not the case Cllr. Lis took a note and will pursue the matter.

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

3/11 C. Mellor, NYCC National Libraries Update

2/11 YLCA Covid 19 Update

3/11 OPO Donation to Remembrance Ceremony - £80 donation to St. Mary’s put on again

3/11 YLCA Training Session

3/11 PFCC AJ1 Road Safety Fund Application Outcome – accept and confirm matchfunding

3/11 CDC Guidance on Remembrance Sunday ceremonies

4/11 NYCC on VAS sign dispositions – Confirm siting of lights

4/11 Isavealife AGM and Chairman’s report

5/11 WPS request for photos

4/11 J. Heseltine on promotion scheme for High Street post Covid

6/11 YLCA Managing People Webinar

7/11 YLCA Clerks Vacancies

12/11 YLCA Training Sessions

13/11 Resident re A65 VAS signs – relevant to above

16/11 Cllr. Richard Foster, CDDC on Unitary Authority

18/11 Green New Deals, the Challenges – Friends of the Dales

20/11 YLCA 2021 Election aterials

16/11 D. Griffiths, NYCC on VAS signs

20/11 St. P. Stringer, Traffic Police on VAS Signs

20/11 YLCA White Rose Update

20/11 Resident requesting nappy changing tables for public WCs.

23/11 Jill Heseltine CDC on social distancing signs for High Street

24/11 North Craven Heritage Trust on Planning White Paper Response and Letter to Craven Herald on Unitary Authority Change

24/11 YLCA Councillors Discussion Forums

24/11 Resident emailing in appreciation of Pump Track

24/11 Resident complaining about signs on Storrs Common

25/11 A. Laycock CDC Letter of Confirmation re Grant

25/11 N. Bunting NYCC Rights of Way Office notifying closure of FP 30

26/11 C. Lis Notice of Tiering Allocation

26/11 Notice of Planning Application for Waterfalls Walk carpark, previously missed

27/11 CDC Notice of Treeworks 2020/22261/TCA

30/11 YLCA Training Information

1/12 YLCA Vacancy for Clerk/RFO

1/12 CDC information on 2021 Census

5/12  Police Report

**1. Garsdale Zoom meeting on Noise Pollution.** Cllr. Emsley confirmed that the Action Group on motorcycle noise pollution would be held imminently.

**2. Fair Status Sign** – It was suggested by members that the Fair Trade sign should be taken down after asking business group if they want to regain status

**Dropbox**

Resolutions Register

Letter of thanks from NSPCC rep for Xmas tree and lighting

**11. Reports**

**a. Chairman** – No report

**b. Clerk** – No report

**c. Footpaths** – Cllr. Emsley reported that Footpath 30 has been closed due to river erosion. Discussion followed on the problems of this path now being lost to local users.

**d. Swimming Pool Management Committee** – JM asked if all the construction work had been done, Cllr. JMckenzie confirmed this was still ongoing.

**e. Quarry Liaison Committee** – The Chairman commented the crusher has been taken away in use at Horton, so the quarry was quite quiet. Cllr. Lis commented that they have stability problems in the area they want to develop. Quarrying activities will recommence in Ingleton in the New Year. Cllr. Emsley commented on the response from the Quarry on the traffic via Selside.

### 12. FINANCE –

i) To confirm Precept meeting in January 2021 – It was agreed this should be 20mins before Parish Council meeting on 4 January 2021.

*Cllr. Lis left the meeting*

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 85 | S137 | dd | T. Askew Forest | Xmas Tree for Square | 300.00 | 50.00 |
| 86 | sls | dd | Eon | Street Light Supply | 347.23 | 57.87 |
| 87 | S137 | dd | Eon | Floodlighting St. Marys | 8.30 | 0.40 |
| 88 | pro | dd | David Alexander | Website Fees | 348.00 | 58.00 |
| 89 | sls | dd | ENWL | Street Light Connection | 1831.96 | 305.33 |
| 90 | sun | dd | A. Hack | Petty Cash | 50.00 |  |
| 91 | aa | dd | A. Hack | Clerk Salary | 713.54 |  |
| 92 | sun | dd | A. Hack | Zoom payment | 14.39 |  |
| 93 | ab | dd | A. Hack | Tel&Broadband | 49.04 |  |
| 94 | tcl | dd | MHG Bdg Ctrs | Cleaning WCS | 1075.80 |  |
| 95 | ins | dd | A. Hack | Insurance surcharge | 70.76 |  |
| 96 | don | dd | St. Mary’s Church | Remembrance Ceremony | 80.00 |  |

Community Centre

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 114 | dd | Vodaphone 142277 | Telephone | 32.4 | 5.4 |
| 115 | dd | M.Rogerson | Windows | 80 |  |
| 116 | dd | Corona Sept | Gas Supply | 716.6 | 119.43 |
| 117 | dd | Insitufloor | Changing Rooms | 2508.4 | 418.06 |
| 118 | dd | YPO | Cleaning | 44.93 | 7.49 |
| 119 | dd | YPO | First Aid Supp | 21.48 | 3.58 |
| 120 | dd | J.T. Atkinson | Cable Ties | 4.93 | 0.82 |
| 121 | dd | CDC | WasteSurcharge | 1.4 |  |
| 122 | dd | Spot On | Annual Sevice | 1206 | 201 |
| 123 | dd | A. Hack | TV License | 157.5 |  |
| 124 | dd | NPower Oct | Elec Supply | 267.65 | 44.61 |
| 125 | dd | YPO | Cleaning | 73.7 | 12.28 |
| 126 | dd | PK Roofing Solutions | Repairs | 784.8 | 130.8 |
| 127 | dd | YPO | Tray | 12.24 | 2.04 |
| 128 | dd | A. Hack | Petty Cash | 86.48 |  |
| 134 | 801 | Village News | papers | 152 |  |
| 135 | dd | MC Door Systems Ltd. | Front Door Inspetn | 180 | 30 |

Staff wages amount to £2599.45

**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 January 2021 at 7pm, via Zoom. It will be preceded by the Precept meeting at 6.40pm.