

**Minutes of a Meeting held by Burton-in-Lonsdale
Parish Council on Thursday 26th April 2007,
immediately following the Annual Parish Meeting,
in the Village Hall**

Present: Cllrs. Boddy, Burns (Chairman), Handley, Jones, Mason, and Salrein and District Cllrs Camacho and Hurtle; District Cllr Camacho; one member of public.

In attendance: The Clerk.

Apologies: County Councillor Ireton, District Councillor Hurtle.

The Chairman welcomed newly co-opted Cllr Stuart Handley to the council and his first meeting.

- 1. Declarations of interest (if any) re this meeting:** signing of Declarations Book; changes to be updated on Register of Members' Interests;
Item b Riverside Land: Cllrs Mason (adjoining property) (Cllr Salrein had previously declared her interest, as a close relative of a resident whose property is adjacent to the Riverside Land).

The Clerk drew the meeting's attention to the recently published revised Local Authorities (Model Code of Conduct) order 2007 (SI No. 1159) – effective 3rd May 2007, and will be circulating the document after the meeting.

- 2. Co-option of new member to the parish council.**

A resident has expressed an interest in working on the parish council and will be better placed to give a firm answer before the May meeting.

- 3. Minutes of the Parish Council Meeting of 22nd March 2007.**

The Minutes for the above meeting were circulated to all councillors prior to this meeting and taken as read.

Resolved

The Minutes for the meeting of 22nd March 2007 were accepted as a fair record. The Chairman signed and dated the Minutes. Copies of the Minutes were made available for the Village Hall Notice Board.

- 4. Public Questions or Statements**

The Chairman read out the conditions of this item; there were no public questions or statements. Cllr Salrein asked when this item was introduced as a regular part of the monthly meeting agenda. It was explained this item was instituted as part of the council's existing standing orders following a resolution at the meeting of 19th September 2006.

- 5. Matters Arising from the Minutes of 22nd March 2007, if not on this Agenda.**

Revised terms and Conditions of Clerk's employment contract: this item will be included on the May meeting's agenda, following circulation to councillors of a copy of the revisions recommended by NALC and SLCC.

Riverside Land: vehicular access: Councillors noted a District Council waste collection vehicle drives round parked cars on the access road along Riverside Land.

Resolved

Clerk to write to both residents of 1 to 5 Greta Heath regarding parking, and owners of any parked cars, drawing attention to Riverside Land bylaws.

6. Finance

- a) Bank balances as at 19th April 2007
See appendix 1 for bank balances as of 19th April 2007.
- b) Payments of budgeted and non budgeted items
Resolved
To authorise payments on behalf of the Parish Council as per Appendix 1.
- c) Consideration of tenders for routine maintenance on Recreation Field
Clerk reported only one tender received, despite a reminder.
Resolved
To leave this matter in abeyance for the time being.
- d) Annual parish council risk assessments, including finance
Clerk drew to the councillor's attention the necessity of the annual risk assessment review, now due, and advised it would be on the May meeting's agenda.
- e) Annual internal audit of accounts for the year ended 31st March 2006
The Clerk advised the meeting the annual accounts were not yet completed, but hoped they would be ready for the internal audit within the next 14 days.

7. Riverside Land

- a) Tree Maintenance
The contractor had not yet completed the work requested; Clerk to contact contractor to do the work as soon as possible.
- b) Progress report re licence for access
Copy of faxed draft contract received just prior to this meeting circulated to all councillors. The following comments were made regarding the conditions of the agreement:
Para 1: would like to see '(towed by their car)' omitted, as a remote control is used to guide the caravan off the property, over the Riverside Land to the public highway
Para 3d: not thought to be relevant as there are no gates across other pedestrian accessways on to the Riverside Land.
Para 3e: councillors would prefer to wording to be amended to: "At the termination of this Licence to *reinstate to the original width* the accessway in the same kind of materials...etc"
Para 3f: councillors would like to be amended to read "The *access* from their property 7 Greta Heath onto the accessway *shall be a maximum width of 10 feet at the southwest corner of the property.*

8. Recreation Field

- a) Review of Recreation Committee duties and inspection regime
The Clerk has drawn up a draft list of Recreation Committee duties, including inspections, together with a logbook to record dates and results of inspections.
Resolved
The Inspection Log Book to be kept available by the Chairman for recording inspection dates and details.

- b) Play Area Maintenance: report by committee member
The Clerk reported the annual risk assessment by an independent inspector has been requested and will be done in the next few weeks.
- c) Paved path from main gate to all-weather pitch
Two or three cracked paving slabs have been reported to Burton Community Sports (as the group responsible for the maintenance of the path between the main gate and the all-weather pitch).
- d) Grass cutting for summer
The Clerk reported that Ingleton AFC would be cutting the grass in good time for the events booked (namely June 17th, and August 22nd-25th). There will also be one or two more cuts to keep the overall grass height acceptable.
NB: H. Sephton is cutting the children's play area for this year.
- e) Portacabin matters
The Clerk will be receiving two new keys for the portacabin, one of which will be loaned to the Bowling Club for the summer season, allowing bowlers access to the kitchen and toilets.

It was noted that balloon launches have re-commenced after the winter break;

Resolved

Clerk to remind company about donation of flight vouchers in lieu of use of field fee; Clerk to inform Burton Regeneration Group of forthcoming vouchers which can be used for the important raffle/fund-raising event this year.

10.10pm: **Resolved:** standing orders were suspended in order to complete the meeting's business.

9. Very Old and Separate Churchyard

- a) Right of access through Harris Garth garden via the Lych Gate to the Very Old and Separate Churchyard
The Lych Gate has been padlocked since before 15th April, which would appear to contravene the right of access across Harris Garth garden to the Lych Gate and through the Lych Gate to the Very Old and Separate Churchyard.
Resolved
The Chairman and Clerk to make a personal visit to the owners of Harris Garth to make enquiries and explain the situation regarding access.

- b) Tree Maintenance, grass cutting
Both maintenance items are in hand.

10. Craven District Council

- a) Planning application 15/2007/7336
Open Fronted Garage with attached workshop
Waterside Barn, Ingleton Road, Burton in Lonsdale, LA6 3NA
Resolved
There were no objections to the application

- b) Planning Permissions 15/2007/7217: Timber and straw Hut with Lime Render Outer skin, Fairfield, Burton in Lonsdale; 15/2007/7167: 2 Constable Cottages, High St.

Resolved

There were no objections to the application.

- c) Craven District Council: Standards Committee – replacement parish representative – nominations sought

Cllr. Camacho advised there were already a number of nominations.

Resolved

This parish council would not make nominations.

11. North Yorkshire County Council

- a) NYCC bid for Unitary Authority status: consultation with stakeholders

The Clerk reminded councillors of the correspondence circulated for their information and advised any comments should be sent direct to NYCC, in view of time constraints.

- b) Traffic Calming: report by parishioner (brought forward from previous meetings)

The parishioner was unable to attend this meeting.

The Council has made representations to both NYCC and the police without much success and concludes it is difficult to see how to take this matter further.

- c) NYCC Development & Countryside Services: Draft Rights of Way Plan: comments invited

This item was noted.

12. Correspondence

There were no urgent items of correspondence.

13. Items to be included by Clerk in press release regarding the meeting

Resolved

To submit a report about the Annual Parish Meeting held earlier this evening.

14. Date, time and venue of Annual Parish Council Meeting and the next monthly Parish Council Meeting

Resolved

To make arrangements for a separate meeting to discuss details of the lease of land to the Burton Regeneration Group; date to be advised.

To hold the annual parish council meeting and the May monthly meeting on Thursday 24th May 2007, starting at 7.30pm.

Meeting closed at 10.15pm

Signed.....

Dated.....

