

Minutes
Burton-in-Lonsdale Parish Council Meeting
7.30pm Thursday 23rd September 2021
Village Hall, Burton in Lonsdale

Present: Councillors Handley, Sedgwick, Tate and Thompson (Chair); District Cllr. Brockbank, six members of the public.

In attendance: the Clerk.

37/2021 **Apologies**

Apologies were received from Cllrs. Mason and Shaw, both citing serious family reasons.

Resolved

To accept Cllrs Mason and Shaw's apologies.

38/2021 **Code of Conduct and Recording of Disclosable Pecuniary Interests**

To record Councillor's Disclosable Pecuniary Interests relating to this Agenda; changes since previous disclosure to Craven District Council

There were no declarations

39/2021 **Minutes** of Full Council Meetings of 22 July and 12 August 2021

- Minutes 22nd July 2021

Resolved: to approve the Minutes as an accurate record of the meeting.

- Minutes 12th August 2021

Cllr Tate raised the matter that he had not yet seen the documents relating to the Upper Tribunal Lands Chamber (UTLC) case and considered he was not yet in a position to approve the Minutes.

Mr Gillibrand, not seeking the approval of the meeting, said he was recording the meeting. He stated he will be seeking to employ a Counsel to respond to the UTLC's request to him to give reasons for stating the Parish Council is not entitled to lodge an objection to his application to remove a restrictive covenant from his house deed. The explanation has to be submitted by 1st October 2021 (14 days after original UTLC request). This will incur costs of between £5,000 and £6,000 which he would seek to claim from the Parish Council in the event that he wins his case.

The Chairman stated he would not respond to Mr Gillibrand's statement.

Mr Gillibrand continued that he expects to see accurate minutes, as he considered councillors did not have sight of the application before attending the meeting.

The Chairman told the meeting Mr Gillibrand's allegation was serious and will not ask councillors to approve the 12th August 2021 meeting Minutes at this point.

40/2021 **Matters Arising**

Minute 23/2021 and Minute 35/2021: Application to remove Restrictive Covenant by owners of Harris Garth 8 High Street. Report.

The Chairman invited Mr Gillibrand to speak. Mr Gillibrand said the matter was now too serious to discuss further, as he is about to spend a "serious amount of money".

The Chairman thanked Mr Gillibrand for bringing to the Council's attention the

matter of his costs and potentially the Parish Council's costs.

Mr Gillibrand offered to ask the Upper Tribunal Lands Chamber for an extension to the deadline, pending a decision from the Parish Council as to what it wishes to do.

Mr Biles asked if Councillors were aware of the report he had produced in 2012 regarding the Lych Gate, access and Village Green issues.

Cllr. Handley stated he was not fully conversant with the issues.

Cllr. Sedgwick stated legal matters were not his area of expertise, and was not fully aware of the potential legal costs.

Cllr. Tate suggested pulling back from litigation.

The Chairman closed the item, pending discussion with councillors outside the meeting.

41/2021 Public Questions or Statements

There were no further questions or statements.

42/2021 North Yorkshire County Council

Call for Evidence: national resilience strategy – closing date 27.9.21

The Chairman asked councillors to submit comments to the Clerk in good time to forward to NYCC for consideration.

43/2021 Craven District Council

District Councillor Reports

Cllr. Brockbank brought to the meeting's attention to affordable housing now available in Bentham at Felsteads; there is an Open Day for anyone interested. The District Council is very keen for local occupancy and encouraged people to put names forward for consideration.

Cllr Handley reminded the meeting of the ward members' grants which are still available.

Planning Matters

- a) Supplementary Planning Documents: consultations
 - Good Design – closing date 11.10.2021
 - Rural Workers Dwellings – closing date 11.10.2021

District Cllr. Brockbank advised the meeting the Supplementary Planning Documents (SPDs) are clarifications of policy which have already been scrutinised by Craven District Council. They are not policy document in themselves, and will help more consistent decisions to be made. An SPD for Affordable Housing has already been issued. Both the Good Design and Rural Works Dwellings SPDs apply to Burton in Lonsdale.

The Chairman asked councillors to look at the documents and send any comments to the Clerk for submission by 10th October 2021.

To be noted:

- b) 2021/05151/DUTY: Manor House 5 High Street LA6 3JU: advice sought re possible repairs to listed building
- c) Tree works in conservation area:
 - 2021/23294/TCA Donkin House, Leeming Lane
 - 2021/23295/TCA Barton Cottage, Duke Street

.../cont'd

Cont'd/...

Planning Committee meeting Monday 27th September 2021 – planning application 2020/22109: 11 dwellings at former Richard Thornton Primary School site.

The Chairman advised the Parish Council received notice of the meeting after the agenda for this meeting was published. The Planning Officer's report included proposed conditions for planning approval to be granted. The matter of foul water treatment did not appear in the proposed conditions, should planning consent be granted.

Cllr. Brockbank advised that late information has been received by the Planning Committee and would be presented at the committee meeting, suggesting the Parish Council should attend.

Resolved

Cllr. Thompson to attend the Planning Committee meeting.

Cllr. Brockbank further clarified the application is actually for 12 dwellings with two designated as affordable housing, and not the 11 dwellings advised on the revised application.

44/2021 Finance Matters

- a) Bank balances, including receipts since statement date
The Clerk circulated a report to councillors prior to this meeting, and which is in the Appendix below.
- b) Approval of payments of budgeted and non budgeted items
- c) The Clerk circulated prior to the meeting supporting documents and a list of payments:

chq #	<u>Payments August 2021</u>	<u>VAT</u>	<u>Gross</u>
2540	Paul Aldred (Northern Fires Safety Ltd) re inspection & equipment		320.00
D/D	Octopus Energy re pavilion electricity July 21	0.86	18.04
2541	C. Edmondson pavilion cleaning July 2021		30.00
2542	William H Hartley: grass cutting July 2021	4.20	434.70
2543	S Gregory: salary, expenses	22.89	325.16
2544	CANX (revised invoice received)		38.81
2545	OffTech re printing		10.00
	<u>Payments September 2021</u>		
2546	C Edmondson: pavilion cleaning August 2021		30.00
2547	Business Stream (revised bill Jun-Aug 21)		126.31
2548	Richard Simmonds: pavilion window cleaning Sep 2021		52.00
2549	Gregory & Co: broadband service Jun-Sep 21; p'copying		53.88
2550	CANX (incorrect amount)		
2551	Kingsdale Projects re felling 2 trees Rec Field		700.00
2552	S Gregory: salary, expenses	0.50	203.48
2553	CANX (incorrect amount)		
2554	HM RC: PAYE July-Sep 2021		137.40
2555	R K & E Hunter & Son re metal grill ASHP pavilion		30.00
			<u>2509.78</u>

d) External Audit: report

The Chairman advised the meeting the report has not yet been received.

45/2021 Recreation Field Committee

a) Grounds, Outdoor Equipment and Pavilion: inspection reports; maintenance

Cllr. Thompson reported the Recreation Field is being used again by Lonsdale Terriers Junior Football Club.

Lonsdale Archers are moving to Queen Elizabeth School where there is provision for an indoor archery range for winter meetings, as well as the outdoor provision.

b) Proposed storage extension: report from Cllr Thompson

Cllr. Thompson advised the meeting that Lonsdale Terriers have two sizes of goals, according to the age groups playing, the larger of which is currently stored outside, securely padlocked to the veranda railings, as the social room is beginning to be booked again, following relaxing of COVID regulations. A third set of goals, larger than the other two sets is due in 2022. The football club needs better storage for the future. Meanwhile, a temporary cover will put at the side of the building to accommodate the larger goals.

Cllr. Thompson has obtained a ball-park price of £20,000 for a simple extension, with a single roof elevation, at the west end of the pavilion and believes up to 75% of the cost can be covered by grant(s); however, before applying for grants, planning permission is required. Cllr. Thompson will circulate the outline drawings again to councillors for their information. If they approve in principle, a planning application can then be made.

Resolved

To make a planning application for a storage extension to the pavilion pending agreement by councillors to the outline drawings.

Cllr. Sedgwick supports the proposal.

Cllr. Tate asked if works to the MUGA would also qualify for grants.

Cllr. Thompson was of the opinion that grants, possibly up to 75% of cost, would be available for the refurbishment of the MUGA.

Cllr. Handley suggested including Cllr. Mason and Shaw in the discussions.

c) Electricity usage: Bowling Club's contribution

Mr Ramwell reported a contractor has quoted for installing a power supply with a meter and power points at the Bowling Club, as a supplementary supply running from the main Pavilion supply.

Cllr. Thompson requested on behalf of the Council the Bowling Club's

- Clarification as to the supplementary meter's location, as it would be preferable to put it inside the main supply cabinet behind the pavilion.
- Liaison re excavations for new power supply as several utilities are close by the pavilion and bowling club buildings, along with site for new storage extension foundations
- New supply cable be encased in steel ducting for protection

Bowling Club Contribution to power supply costs

Mr Ramwell proposed a contribution to the standing charges along with

actual usage costs.

Cllr. Thompson expressed the Council's appreciation of the offer.

Resolved

The Parish Council will arrange a contract for the work to be done.

Mr Ramwell requested that the remaining hedge alongside the newly installed scoring hut be removed, in part because it was starting to die back from the bottom.

Resolved

The Parish Council gives permission for the remaining hedge to be removed and replaced by wooden fencing.

d) MUGA drainage improvements: report by Cllr Thompson

As discussed above, adding that the main cost of refurbishment would be the renewal of the playing surface. The drainage also needs improvement before the surface is renewed, but would be a (comparatively) lower cost.

To note: a quotation of £30,000 for replacement of the playing surface has been received.

46/2021 Lych Gate

Condition survey: report

Although the survey was done at the same time as a condition survey of the church spire timbers, a report has not yet been received.

This item to be on the November meeting agenda.

47/2021 Items to be included by Clerk in press release

There are not items for a press release.

48/2021 Date, time and venue next monthly Parish Council meeting

Resolved

The following meetings to take place:

Recreation Field Committee: Wed. 6th October 2021: in Sports Pavilion.

Finance Committee meeting: 11th November 2021: in Sports Pavilion

Full Council meeting: Thursday 25th November 2021: in Village Hall

The meeting closed at 8.31pm

Signed

Dated

Appendix

Bank Balances, including receipts

Current Account at 15.09.21		300.00
Business Reserve A/c at 15.09.21		<u>54,289.88</u>
		54,589.88
Receipts 15 August - 15 September 2021	<u>1,189.72</u>	
M Willian	80.00	
Interest	0.47	
Caton Terriers re Rec Field hire Aug 21	80.00	
Cornerstone Church	48.00	
J. Woodhouse re Mencap event	18.00	
M Whitehead	35.00	
Burton First Responders donation	844.25	
Lonsdale Archers re Aug 21 Rec Field Hire	84.00	
Less unrepresented cheques at 15.09.21	-626.01	<u>53,963.87</u>

Commitments as at 15th September 2021

COVID re-start projects Rec Field	28,636.00
Very Old and Separate Churchyard:	
Lych Gate Restoration grant	200.00
Safety Notice, memorials (400) & 190	552.75
Clerk's Retirement Gratuity provn (3% gross annual salary) (ye 2018 2225.70; ye 2019 2297.51)	2,380.29
Village Cricket & Sports Days surplus (2017-2019) for future events	346.22
VE Day Commemoration Group re 75th anniversary	400.00
First Responders donation	844.25
Rural Watch Scheme	200.00
Budget remaining as at report date	<u>10,461.27</u>
	44,020.78

General Reserves at 15.09.21 9,943.09

Contingency Fund within General Reserves (resolution 12/11/18)	5,000.00
NB: 2nd tranche precept due end Sep 2021: £8750	