

**Minutes of the  
Burton-in-Lonsdale Parish Council Meeting  
7.30pm, Thursday 20<sup>th</sup> October 2022  
in the Village Hall, Burton in Lonsdale**

**Present: Parish Councillors: Peter Thompson, David Taylor, Ian Wardle, Belinda Strickland, Rebecca Spedding; 11 member of the public**

**The chair stated that the meeting would be recorded, members of the public may record the meeting if they wish.**

**88/2022 Apologies**

Apologies were received in advance of the meeting from Councillor Mike Biles, District Councillor Stuart Handley, County Councillors David Ireton and Linda Brockbank

**89/2022 Code of Conduct and Declaration of Interests**

To record Councillor's Disclosable Pecuniary Interests relating to this Agenda or a matter in which a member has another interest; changes since previous disclosure to Craven District Council.

**Resolved:** No declarations of interest to be declared.

**90/2022 Public Statements and Questions**

3 members of the public raised concerns at the speed of traffic entering the village on the A687 from the east. This area is a 30mph zone but many vehicles drive more quickly. The members of the public advised they had details of speeding drivers. Cllr Thompson asked them to pass these details to the Parish Clerk. Cllr Thompson confirmed that the PC is in discussion with Highways about traffic issues in the village (Minutes item 98) and will raise these concerns.

It was **Resolved** to move the VAS sign at the west end of the Village to the east end to start capturing speeding data.

A member of the public asked for an update on the subject of creating a warm hub in the Village. Councillor Taylor advised that the Village Hall will be trialling an event on 31<sup>st</sup> October.

**91/2022 District and County Councillors updates**

Cllr Ireton will be invited to the next meeting to provide an update on progress of the new unitary authority.

**92/2022 Approval of the Minutes**

**Resolved:** the minutes Full Council Meeting of 16<sup>th</sup> June 2022 are accepted as an accurate record and are approved to be signed at the end of the meeting

**Resolved:** the minutes of the Full Council Meeting of 21<sup>st</sup> July 2022 are accepted as an accurate record and are approved to be signed at the end of the meeting

**Resolved:** The minutes of the Annual Parish Meeting of 26<sup>th</sup> May 2022 were accepted to be approved at the Annual Parish Meeting to be held 18.05.2023

**93/2022 To consider the following new correspondence and decide action where necessary:**

1. **An email was received regarding various highway and maintenance issues:-**
  - a) Oak trees on Greta Mount Road that are in a dangerous condition. These are on Bentham Town Council land. It was **Resolved:** for the clerk to advise Bentham Town Council

- b) Low Bentham Hill - chevrons, signage, speeding issues – these to be raised at a meeting with the Highway Authority to consider traffic issues within Burton Parish and access roads leading into the village.
  - c) Camper vans parking on the footpath near the orchard and on ground opposite the Bowling Green – **Resolved** to put up no overnight parking/camper van signs.
  - d) Recreation Field – sump and gravel round hard court – The sump has now been cleared. The Recreation Committee plan to deal with the weeds around the MUGA
2. **Correspondence received from the owner of Harris Garth.** A response has been sent which hopefully answers the questions regarding the right of way at Harris Garth.
3. **Email correspondence was received expressing concern regarding the proposed development of accommodation/camping pods-**
- Councillor Strickland advised that no full planning application has been submitted
  - With further consideration the planning authorities came to the view that a full EIA would not be necessary in this case
  - Councillor Strickland advised that the best way for concerns to be raised with the planning authorities is for individual residents to respond to planning applications.

#### **94/2022** North Yorkshire Police Report

7 incidents were reported to the Police between 20.07.22 & 11.09.22:

20.07.22 & 10.08.22 – General Police Admin from other agencies/Safeguarding  
21.07.22 – Admin Firearms police checks  
28.07.22 – Burglary – Shed broken into & Stihl stone saw TS140 stolen – Ireby Road  
08.08.22 – Suspect circumstances – male suspect door to door - High Street  
10.08.22 – Police admin – Joint partnership working  
22.08.22 - Abandon Call – in order

2 incidents were reported to the Police between 12.09.22 & 18.10.22:

12.09.22 – ASB – horse manure  
20.09.22 – Suspect circumstances – male & vehicle – picnic area

#### **95/2022** Training

Councillor Strickland attended a Planning Course which was useful for gathering information regarding planning issues  
Councillor Thompson attended a Parish Council Liaison meeting which he felt was useful in hearing views from other councils  
The Clerk attended a Budget training Course in preparation for the upcoming Finance meeting

#### **96/2022** To review Terms of Reference and Standing Orders

- a) **Resolved** to approve the Council's Financial Regulations
- b) **i) Resolved** to approve the terms of reference for the Planning Advisory Committee  
ii) Community Liaison Advisory Committee to be put on hold
- c) To review the Council's Complaints Procedure - aim to approve in November
- d) **Resolved** to approve the Council's Assets Register
- e) To review the Council's Risk Assessment - aim to approve in November
- f) To review the Council's Code of Conduct - aim to approve in November

## 97/2022 Finance Matters

### 1) **Setting up a new bank account with Unity Trust Bank:-**

Councillor Taylor advised that Nat West are not able to operate online banking for the current Parish Council bank account in a suitable way for the Parish Council. Requirements for online banking are:-

- a) For the Clerk to be able to access the bank account online in order to check bank balances and transactions and to input details of payments for authorisation.
- b) For all payments to require authorisation by two Councillors designated as bank authorisers

Councillor Taylor advised that Unity Trust Bank do have an account that will work in that way. It was **Resolved** to set up an alternative bank account with Unity Trust Bank.

### 2) **To receive the Bank Balances and Receipts** – see appendix

### 3) **To receive a bank reconciliation and budget comparison to 30<sup>th</sup> September 2022** – see appendix

### 4) **To approve accounts for payment** – see appendix

### 5) **To note payments previously authorised** – see appendix

### 6) **External Auditor** - Councillor Taylor advised that we have been asked if we wish to continue to use the Government's recommended external auditors. As it would be difficult to find a suitable auditor and would be more expensive it was **Resolved** to continue using recommended external auditors

## 98/2022 Highway Matters

1. Cllr Thompson attended an online Parish Liaison meeting on 21 September 2022 chaired by Cllr Richard Foster. Highways, in particular use of cameras, was discussed. Many villages have proved to be unsuccessful in getting a 20mph zone. Based upon the conversation, it is unlikely Burton in Lonsdale will be considered for any major traffic enhancement scheme unless it is funded directly by the PC. NYCC advised that NY police are setting up pilot schemes involving speed cameras. **Resolved** PC to contact police to try to get involved in a scheme. NYCC also confirmed they are reviewing policies around fixed cameras.
2. Cllrs Thompson, Wardle and Strickland met an engineer from NYCC on 22 September 2022 to discuss possible traffic measures in the village. The engineer confirmed that having been successful in gaining the 20mph zone, it is unlikely the village will benefit from any significant highway works. He confirmed that 2 years ago NYCC surveyed the speed of traffic near to the Ireby Road junction and near to the Village Store. The average speeds were 24.4mph and 22mph respectively. These speeds are regarded as a success for a 20mph zone. NYCC regard parked cars as a strong deterrent to speeding.
3. The engineer will investigate removing reference to M6 access from the sign at the 'Country Harvest' junction of A65. He confirmed there was no possibility of banning or restricting HGVs from using the A687 through the village.
4. The issue of vehicles mounting the pavement in the centre of the village was discussed with the engineer. He suggested an option of 3 or 4 heavy duty plastic bollards located on the edge of the pavement in agreed locations. These bollards can be fitted with 20mph reflectors.  
**Resolved** Cllr Thompson to investigate this option for the next PC meeting.
5. In response to a note from a member of the public, the engineer agreed to review the signage on Bentham Hill and to install 'Deer' signs near to the Orchard in an agreed location.

6. In response to a question from a member of the public, it was **Resolved** that the Clerk will liaise with other nearby clerks to see if a joint approach on highway safety would prove beneficial.

7. It was agreed the PC would not proceed with a suggested public meeting at this stage.

**99/2022 Second and Holiday Homes**

The NALC survey re second and holiday homes, which will feed in to a Government consultation that aims to gather potential solutions to problems across England caused by short-term holiday lettings, was completed on behalf of Burton in Lonsdale.

Burton has approximately 7% second and holiday homes.

No action to be taken at the moment but to revisit the issue in the future when the results of the survey are known.

**100/2022 Christmas tree**

**Resolved** for the Clerk to contact the suppliers of last year's tree for price and availability

**101/2022 North Yorkshire County Council and Craven District Council**

**To note the following Applications:-**

**1. Application Numbers: 2022/24265/LBC /2022/24264/FUL Castle Hill Farm, 2 High St**

Proposal: To convert the existing out building into a wellbeing centre and provide a rear single storey potting room extension

**2. Application Number: 2022/24379/TCA Donkin House, 10 Leeming Lane**

Conservation Area Tree Works Application Consultation

Deadline for Comments: On or before 29th September 2022

**Resolved** for the Clerk to enquire as to why some planning applications have not been notified

**102/2022 To note the following planning approvals:-**

**1. Application Numbers: 2022/23970/HH / 2022/23971/LBC Harris Garth, 8 High St**

Proposal: Alterations to existing Grade II Listed building and propose single storey porch extension.

Decision/Date 11th August 2022

**2. Application No: 2022/24109/VAR High Barn, Burton In Lonsdale**

Proposal: Application for variation of condition no. 2 (Approved Drawings) on application referenced 15/2005/5375. Date of Decision 27/02/2005

Decision/Date 10th August 2022

**3. Application No: 2021/23517/FUL Sunday School, High Street**

Proposal: Application to vary conditions 2 (Approved Plan) of planning permission ref. 2021/23543/FUL to allow the relocation of the date stone

Decision/Date 7th September 2022

**103/2022 Village Green**

A member of the public reported a problem with dandelions on the Village Green. It was **Resolved** for the Village Green to be mown more often. Clerk to organise in 2023 timetable

**Parking space for church – Resolved** for options to be sought for moving of the kerb to create a parking space

**104/2022 Queen's Platinum Jubilee and Surplus Funds**

Councillor Taylor advised that the surplus funds are currently in the bank account of the Heritage Group and should be separated out for future use. There is a total of £1,525.97.

The funds could be held in a separate bank account "Burton Events Fund" or within the Parish Council's account.

He proposed the following Terms of Reference:-

1. The monies to be identified as a “ Burton in Lonsdale Village Fund” (the “Fund”)
2. The current amount of the Fund will be shown in each set of Minutes of Burton in Lonsdale Parish Council
3. Any resident can apply for a grant from the Fund, as “seed” money for an event
4. Such application will be discussed at the next meeting of the Parish Council
5. Grants will only be considered for events open to all residents, to provide pleasure & enjoyment, not for capital projects or for grants to other organisations
6. The event must not intend to be loss-making and will return any surplus to replenish the Fund
7. In the discussion at the Parish Council meeting, anyone present may comment, subject to the usual Standing Orders
8. The Resolution of the discussion will be minuted

It was **Resolved** to agree the Terms of Reference

It was suggested that the Burton in Lonsdale Village funds remain separately in the Parish Council Nat West account when the new Parish Council Account has been setup with Unity Trust Bank. It was **Resolved** to organise this once the Unity Trust Bank account is setup.

**105/2022 Date & time of forthcoming meetings**

- 10<sup>th</sup> November 2022: Finance Committee Meeting
- 17<sup>th</sup> November 2022: Full Council Meeting: final budget & precept for 2023/24
- 19<sup>th</sup> January 2022: Full Council Meeting

The meeting closed at 9 pm

**Signed** .....

**Dated** .....

**Burton in Lonsdale Parish Council Financial Report to 30th September 2022**

**Bank balances as at 30<sup>th</sup> September 2022:**

Current Account	£300.00
Reserve Account	£49,940.41
Total	<b>£50,240.41</b>

**Payments due and uncleared:-**

2610	I Wardle - Feb - Mar 22 print allowance	6.00
2636	William H Hartley/grass cutting June and July	1200.00
2638	Yorkshire Councils Association - training	75.00
2639	Edward Hornyold Strickland re clamp	22.04
2641	Clerk's salary and expenses September	631.00
2642	HMRC Month 5/6	106.76
2643	Japanese Knotweed Ltd	1927.20
2644	Play Inspection Co	186.00
2645	William H Hartley/grass cutting August	768.75
2646	Roadware Ltd - Litter bin	141.54
2647	P Thompson expenses 4 x phone topups	40.00
2648	William H Hartley/ Grass cutting September	462.50
2649	M Illsley expenses	56.92
2650	YLCA re Budget Course	30.00
2651	C Edmondson - Cleaning	90.00
	<b>Total payments due and uncleared</b>	<b>5,743.71</b>

**Budget**

Total budget expenditure to date	10,291.75
Budget year	21,218.00
<b>Remaining budgeted expenditure for the year</b>	<b>10,926.25</b>

**Commitments-**

Rural Watch Scheme	200.00
Lych Gate Restoration grant to be returned	200.00
Safety Notice, memorials (400) & 190	552.75
Village Cricket & Sports Days surplus (2017-2019) for future events	346.22
First Responders donation remaining	658.30
Japanese Knotweed treatment	2,079.00
Pavilion valuation fee	145.00
Contingency Fund resolution 12/11/18)	5,000.00
<b>Total commitments</b>	<b>9,181.27</b>
<b>Leaving a balance of unallocated funds</b>	<b>£24,389.18</b>

**Bank Reconciliation 30/09/22**

	Total bank balances (as above)	50,240.41
	Less outstanding cheques listed above	5,743.71
	Balance per cashbook	<b><u>44,496.70</u></b>
01.04.22	<b>Cashbook balance brought forward</b>	45,504.79
	Receipts year to date	19,609.10
	Payments year to date	-20,617.19
30.09.22	Balance per cashbook year	<b><u>44,496.70</u></b>
	<b>Receipts since last report:-</b>	
25/07/2022	Mason/Pavilion hire	64.00
27/07/2022	Parker/Pavilion hire	70.00
29/07/2022	Interest	3.63
05/08/2022	Cornerstone Church/Pavilion hire	252.00
18/08/2022	Morphet / pavilion hire	75.00
22/08/2022	Campbell Painter/Pavilion hire	70.00
24/08/2022	Willis/Pavilion hire	140.00
31/08/2022	Interest	4.00
12/09/2022	Caton Terriers/ Rec Field hire	132.00
20/09/2022	Burton Shop/ Pavilion hire	80.00
21/09/2022	Fawcett/Pavilion hire	40.00
21/09/2022	Bridge Club / Pavilion hire	80.00
21/09/2022	Ralph /Pavilion Hire	40.00
23/09/2022	Craven DC / 2nd half precept	8,750.00
30/09/2022	Interest	8.45
30/09/2022	Ive/ Pavilion hire	20.00
		<b><u>9,829.08</u></b>
	<b>Summary</b>	
	Pavilion hire	1,063.00
	Interest	16.08
	Precept	8,750.00
		<b><u>9,829.08</u></b>