

**Minutes of the  
Burton-in-Lonsdale Parish Council Meeting  
7.30pm, Thursday 16<sup>th</sup> February 2023  
in the Village Hall, Burton in Lonsdale**

**Present: Parish Councillors: Peter Thompson (Chair), Mike Biles, David Taylor, Ian Wardle, Belinda Strickland, Alan Coulthurst; County Councillor David Ireton  
7 members of the public**

**The Clerk was in attendance**

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

**155/2022 Apologies**

- a) Apologies were received from Councillor Spedding and District Councillor Stuart Handley
- b) Reasons for apologies were approved

**156/2022 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.

**157/2022 Public Statements and Questions**

- A member of the public reported a water leak on Ireby Road. It was **Resolved** to report the issue to Yorkshire water
- A member of the public enquired as to whether a seat could be installed at the entrance to Manor Close. It was also suggested as a possible site for a Village information board. It was **Resolved:** to investigate ownership of the land and any planning issues.

**158/2022 To consider all new correspondence and decide action where necessary**

Email correspondence re street lights -

- a) Report of a damaged sign and grass damaged by turning vehicles at the Riverside land. Councillor Taylor has now fixed the broken sign.

**Resolved:** The clerk to investigate improved signage to deter vehicles.

**159/2022 District and County Councillors updates**

County Councillor Ireton updated the Parish Council regarding progress towards the new unitary authority. He assured the Parish Council that we would notice little change in services.

**160/2022 Minutes**

Approval of Minutes by the Councillors:-

- a) The Full Council Meeting of 19<sup>th</sup> January 2022: These were **Approved** subject to two minor changes

**161/2022 Police Report**

North Yorkshire Police were invited to attend the meeting but were unable to do so.

PCSO Jayne Grace advised of 7 incidents reported to the Police between 17.01.23 & 13.02.23 –

- 05.02.23 – X2 - Highway disruption/RTC – Parked vehicle RTC – unknown vehicle failed to stop
- 06.02.23 – X3 - Crime Violence/ domestic/Concern – joint partnership working
- 07.02.23 – RTC – High Street - unknown vehicle failed to stop
- 08.02.23 – Suspect vehicle – Barnoldswick Lane – In order Broken Down Vehicle

**162/2022 Training**

To receive feedback from training courses attended:-

- a) Councillor Strickland attended a Neighbourhood Planning webinar and provided a summary of the main points of the session for the councillors.
- b) Councillor Biles asked that the number of YLCA emails detailing upcoming training courses be reduced. These are sent quarterly, with updates fortnightly, and for individual courses.

**Resolved:** The clerk to advise when the next quarterly details are received, and decide whether this is sufficient information at the next meeting.

**163/2022 To review Terms of Reference and Standing Orders**

- a) To review the Council's Risk Assessment – Councillor Biles and Councillor Thompson made amendments to the Council's Risk Assessment.

**Resolved** – Final version to be recirculated and approved at the next meeting

- b) To update the Council's Recreation Committee Terms of Reference-

**Resolved** – to add Councillor Coulthurst to the Council's Recreation Committee

**164/2022 Recreation Committee Report**

No report was received from the Recreation Committee but several issues arising were raised by Councillors present at the meeting:

- Planning for a storage area – **Resolved** Councillor Strickland to discuss with Craven Planning Department and report back on relevant regulations.
- Revised charges for the field and pavilion were discussed at length at the Recreation Committee meeting. It was **Resolved** to consider further and bring back to the next meeting
- Councillor Thompson and Councillor Coulthurst to list local groups and contact them to make them aware of the facilities we have

**165/2022 Finance Matters**

- a) Update re bank account with Unity Trust – the Unity Trust bank account is now up and running. This month's payments will be done via internet banking. Monies have been transferred from the Nat West account.

- b) To receive the Bank Balances and Receipts – shown in appendix 1

- c) To approve accounts for payment – shown in appendix 1

**Resolved** – to approve payments

**166/2022 Highway Matters**

Two members of the public expressed serious concerns about speeding vehicles entering the village. Various measures were discussed to slow traffic down.

Councillor Thompson agreed to seek a meeting with North Yorkshire police and North Yorkshire Highways to look at the problem and advise what measures are possible.

**167/2022 Duke Street Light**

It was **Resolved** to do nothing with the light which is currently off

**168/2022 Grass Cutting**

- To consider how grass cutting is to be organised for the 2023/2024 season.  
**Resolved** Clerk to seek quotes for grass cutting in the 2023/2024 season for presentation at the next meeting
- North Yorkshire County Council have emailed regarding grass cutting in visibility areas which they currently cut 5 times a year. They would pay the Parish Council £55.97 per annum to do the cuts. **Resolved** Clerk to enquire as to the precise areas referred to.

**169/2022 North Yorkshire County Council and Craven District Council**

To consider New Planning Application -

Application Number: 2023/24770/TCA

Proposal: Fell 3 Beech trees at The Old Vicarage, Track To All Saints Vicarage, Burton In Lonsdale, Carnforth, LA6 3JZ, Applicant: Dr Ann Whitworth

Deadline for Comments: On or before 2nd March 2023

**Resolved** As the trees are diseased and potentially in danger of falling, the Councillors had no objections.

**170/2022 Planning and Developments:-**

a) Update re the development of houses on Land at Richard Thornton's School, Burton in Lonsdale, LA6 3JZ, 2020/22109/FUL.

Planning Officer Daniel Child advised that the junction widening works have been omitted from the scheme and NYCC hadn't prescribed the junction widening works in the first instance and consider the existing junction to be satisfactory.

A planning condition would be required to secure the above improvements to the existing adopted highway under an S278 agreement under the Highway Act. Also, a condition would be necessary to require a priority junction road marking scheme (within the housing site), in order to give priority to vehicles entering the site and thus reduce the likelihood of queuing on the main carriageway. Subject to these conditions, officers considered that the proposal would be acceptable.

The Planners are of the informal opinion that there also are a number of planning benefits to the under-engineering of the access arrangements which can be summarised as follows:

- Omits physical works in the root protection area of adjacent mature trees.
- Reduces the urbanising effect of the junction works within the setting of the adjacent Castle Hill Scheduled Ancient Monument and Grade II listed buildings.
- Reduces the effect of highway works on the rural setting of the village.
- The developer also agreed to repair potholes in the access road. Clear speed and priority signage at the entrance will also be a condition of planning.
- Craven D.C. decision will clarify details of the agreed 106 payment along with payment dates.

b) Update re the proposed development of 8 new holiday accommodation units at Land southwest of Burton In Lonsdale, LA6 3LH, 2022/24134/EIASC and 2022/23828/EIASCR

- The CDC Planning Enforcement Officer is to visit the site twice to assess the work being done on site. He will then meet the developer. He will then report back to the Parish Council.
- Councillor Thompson has contacted the Environment Agency to enquire as to whether there is an exemption certificate for the material being brought to site. He will chase.
- The Lune Valley Trust has been made aware of the potential development. Councillor Strickland suggested inviting them to come to Burton in Lonsdale to talk about their work.

**Resolved** – to organise this at the Pavilion later in the year when evenings are lighter and the Riverbank area can be visited.

- It was suggested that the Architect who prepared the details of the proposed development be invited to a Parish Council meeting to explain the plan.

**171/2022 Draft Parish Charter Consultation**

**Resolved** – not to comment

**172/2022 Village Green**

Update re creating a parking space –

- Councillor Thompson produced costings for the proposed parking space at £1300 pounds if a contractor is employed to do the work, or £8-900 if the village workforce does the work. It was proposed to consider an edge kerb around the parking space. **Resolved** to include an edging in the cost

**Resolved** – To request that the matter is added to the next Parochial Church Council meeting agenda

**173/2022 VOSCY**

The Parish Council would like to install a safety rail to the steps into the VOSCY as they are slippery and there is a risk of injury.

As this may require the permission of the Parochial Church Council, it was suggested to set up a meeting with them to discuss the VOSCY and the Lychgate.

**174/2022 Lychgate**

**Resolved** to check the terms of a grant for work on the Lychgate

**175/2022 West Entrance to the Village**

The Parish Council is now ready to go ahead with the development of both the East and West entrances to the Village

**Resolved** the work to the West entrance can proceed as soon Craven District Council confirm the revision to the planning permission regarding the entrance to the Richard Thornton School site.

**176/2022 Volunteer Group**

- The Volunteer Group is now up and running

**177/2022 Village Litter Pick**

To consider organising a Village Litter Pick

**Resolved** to organise a Litter Pick on 11<sup>th</sup> March. Clerk to produce a poster and an email to circulate.

**178/2022 Punchbowl**

- a) To consider putting an ACV on the Punchbowl

**Resolved** – Councillor Wardle to apply for the ACV

**179/2022 Flooding from Jangling Gill**

- A meeting has been arranged with the owners of the land. The issue to be carried forward to the next meeting.

**180/2022 Coronation**

To discuss arrangements for upcoming Coronation celebrations. The question as to whether a sub committee of the Parish Council is required was discussed.

**Resolved** Insurance terms to be checked

Councillor Coulthurst volunteered to lead a group to organise arrangements.

**181/2022 Date & time of forthcoming meetings**

16<sup>th</sup> March 2023: Full Council Meeting

13<sup>th</sup> April 2023 Finance Committee Meeting

The meeting closed at 9.31 pm

Signed .....

Dated .....

Appendix 1

**Parish Council Meeting 16th February 2023 - Payments since last summary**

**Payments authorised and signed:-**

18/01/2023	2670	Clerk's salary & expenses	466.30
18/01/2023	2671	YLCA - year end finance course	30.00
			<hr/>
			496.30

**Total payments since last summary**

**496.30**

**Payments due to be authorised:-**

15/02/2023	BACS	Clerk's salary & expenses	480.30
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15/02/2023	BACS	YLCA - Neighbourhood planning course	25.00
15/02/2023	BACS	WEL medical defibrillator pads	71.94
15/02/2023	BACS	Inland Revenue PAYE	67.32
			<b>644.56</b>

**Receipts since the last summary**

16/01/2023		VAT repayment	2,194.42
19/01/2023		Rutherford/Pavilion hire	50.00
19/01/2023		Ofgem	164.78
30/01/2023		Cornerstone Church/Pavilion hire	30.00
31/01/2023		Interest	29.49
<b>Total receipts since last summary</b>			<b>2,468.69</b>

**Bank Reconciliation 31/01/2023**

31/01/2023		Current Account	300.00
		Reserve Account	41,477.34
		Unity Trust Account	2,239.53
<b>Total bank balances</b>			<b>44,016.87</b>

***outstanding chqs***

13/12/2022	2669	HAGS - Roundabout pedals	192.48
18/01/2023	2671	YLCA - year end course	30.00
Less outstanding cheques			222.48
<b>Balance per cashbook</b>			<b>43,794.39</b>

01/04/2022		<b>Cashbook balance brought forward</b>	45,504.79
		Receipts year to date	22,620.76
		Payments year to date	-24,331.16
31/01/2023		<b>Balance per cashbook year</b>	<b>43,794.39</b>

<b>Balance as per cashbook</b>	43,794.39
Total budgeted expenditure year	21,218.00
Budgeted expenditure amount spent year	12,879.91
Remaining budgeted expenditure for the half year	8,338.09

**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	586.36
Pavilion valuation fee	145.00
Contingency Fund resolution 12/11/18)	5,000.00
<b>Total commitments</b>	<b>7,030.33</b>
<b>Leaving a balance of unallocated funds</b>	<b>£28,425.97</b>