

**Minutes of the
Burton-in-Lonsdale Parish Council Meeting
7.30pm, Thursday 19th January 2023
in the Village Hall, Burton in Lonsdale**

Present: Parish Councillors: Peter Thompson (Chair), Mike Biles, Ian Wardle, Belinda Strickland; 10 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.

127/2022 Apologies

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

128/2022 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.

129/2022 Councillor Co-option

One expression of interest received

Resolved: – Alan Coulthurst be co-opted on to the Parish Council

Councillor Coulthurst signed the Declaration of Acceptance of Office, which was witnessed by the Clerk as Proper Officer of the Council. The Clerk handed him a copy of the Code of Conduct.

130/2022 Public Statements and Questions

None

131/2022 To consider all new correspondence and decide action where necessary

Email correspondence re street lights -

- a) Report of a light out at 6 Duke Street. Concern was expressed about the lack of street lighting on Duke Street, particularly in winter, and that the light on the High Street and the light on the corner of Low St/Duke St do not shed light far enough into Duke Street to enable safe walking along Duke Street at night.
- b) Update re a request for a light at 6 Duke Street to be switched off in the summer months. A member of the public expressed the view that there is enough light in Duke Street without the light at number 6.

Resolved: The clerk to contact NYCC and investigate possible different lamps and timers which could resolve the issue at 6 Duke Street

132/2022 District and County Councillors updates

None

133/2022 Minutes

Approval of Minutes by the Councillors:-

- a) The Finance Committee Meeting of 10th November 2022: Councillor Strickland requested a breakdown of VAT claimed – Clerk to provide.
The minutes were **Approved**
- b) The Full Council Meeting of 17th November 2022: **Approved**

134/2022 Police Report

PCSO Jayne Grace advised of 8 incidents reported to the Police between 17.11.22 & 16.01.23 -
20.11.22 – Crime Violence
24.11.22 - Police admin – firearms record
06.12.22 – X2 Attempt theft of catalytic convertor from vehicle – Low Street
11.12.22 – Concern for welfare/safety – in order
04.01.23 – Abandon call
06.01.23 – Highway disruption – pothole heading towards Cantsfield
06.01.23 – Suspect persons/van – in order Highways checking location for pothole

She advised that suspect incidents should be reported at the time on 101 or 999 if urgent and gave the following contact information :-

Working to keep North Yorkshire a safe place to live, visit & work - visit

www.northyorkshire.police.uk

Useful site re Crime and policing in England which allows you to search re incidents recorded in your area www.police.uk

You can also report safety issues under speed concerns on - www.roadwise.co.uk.

Contact Information:

- 1 Ring 999 in an emergency or to report a crime in progress
- 2 Ring 101 to report incidents or provide information
- 3 Ring Crime Stoppers on 0800 555 111 to remain anonymous
- 4 E-mail SNACraven@northyorkshire.police.uk

135/2022 Training

To receive feedback from training courses attended:-

- a) Councillor Strickland attended a Planning Nuts and Bolts training session and provided a summary of the main points of the session for the councillors.
- b) Councillor Thompson proposed attending a Local Councils and Community Engagement seminar. Some doubt was expressed as to the need for this and as the training budget has been exceeded, it was decided not to attend.
- c) Councillor Strickland proposed attending a Neighbourhood Planning Webinar and in view of upcoming changes to the Planning System it was decided she should attend despite the budget overspend.

Resolved: Councillor Strickland to attend Neighbourhood planning webinar.

136/22 To review Terms of Reference and Standing Orders

- a) To review the Council's Complaints Procedure. Councillor Biles proposed some amendments to the Complaints procedure and these were accepted.

Resolved: to adopt the Council's Complaints Procedure incorporating Councillor Biles' amendments

- b) To review the Council's Risk Assessment – Council Biles proposed some amendments to the Council's Risk Assessment. Further additions and amendments are required.

Resolved – Councillor Biles to instigate changes and bring to next meeting for approval

- c) To update the Council's Finance Committee Terms of Reference-

Resolved – to approve the update to the Council's Finance Committee Terms of Reference

137/2022 Finance Matters

- a) Update re bank account with Unity Trust – Councillor Taylor, Councillor Thompson and Councillor Wardle have reported they are now able to use internet banking. The Clerk will commence making payments online.
- b) To receive the Bank Balances and Receipts – shown in appendix
- c) To approve accounts for payment – shown in appendix

Resolved – to approve payments

138/2022 Highway Matters

To receive updated information regarding a meeting with Highways –

- Councillor Strickland attended a meeting involving Highways, Craven District Council planners and the developer of the School site. She learned that the plan to widen the

entrance at the School site was proposed by the developers and is not a requirement of the planners or of Highways.

- It was suggested that the Parish Council could request further traffic calming measures to be included at the junction at the cost of the developers, as they will save money on the entrance widening scheme.
- Councillor Thompson also noted that as the widening of the entrance may not now go ahead the landscaping of the entrance area could go ahead as planned.
- Councillor Thompson has had discussions with North Yorkshire Police re siting a speed van at Burton in Lonsdale
- A question of the legality of the Parish Council putting up VAS signs has arisen.

Resolved –

- To request confirmation from Craven D.C planners that the widening of the entrance will not now be required
- To press the Police to timetable siting the speed van at Burton in Lonsdale
- As the Parish Council may not have the authority to put up VAS signs to advise the VAS sign company that we will not be purchasing a second VAS sign at the moment

Councillor Coulthurst reported a road traffic sign in need of repair

Resolved – Clerk to report to Highways for repair

139/2022 North Yorkshire County Council and Craven District Council

To note Planning Decision -

Application No: 2022/24595/HH Proposal: Refurbishment and redecoration of all windows, external doors and external joinery, including upgrading glazing to double glazed at The Old Vicarage, Burton in Lonsdale, LA6 3JZ

Decision/Date 13th January 2023

To note planning issues:-

- a) Update re the development of houses on Land at Richard Thornton's School, Burton in Lonsdale, LA6 3JZ, 2020/22109/FUL.
 - Councillor Strickland attended a meeting with representatives of Craven D.C. Planning, Highways and of the Developers. It seems that the matter regarding the widening of the entrance may now be able to be resolved. Highways had not seen or commented on the proposed Road widening scheme, which had come directly from the Developer. During this site visit, Highways deemed this work not to be necessary. The CDC Case Officer will apply for this condition of planning to be removed.
If Planners agree that the entrance to the site can remain, the proposed development at the School should be able to go ahead. We await a final decision from Craven D.C. planners.
 - 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 accommodation/ camping pods at Land southwest of Burton In Lonsdale, LA6 3LH, 2022/24134/EIASC and 2022/23828/EIASC
 - Concern has been expressed by residents about the number of lorry loads of rubble being deposited on the site, which is agricultural land.
 - Concern has also been expressed for the woodland areas which are subject to Tree Preservation Orders and the Craven designated Site for Importance of Nature Conservation which is also part of the site.
 - Proposed development plans designate an existing agricultural track across the site as access to the pods. However such a track did not exist before the site was sold in 2021. Road/Farm track building on agricultural land is permitted under the General Permitted Development Order. This new road/track leads directly to the proposed development site. It appears that the size, length and direction of this new track constitute enabling works for this site.
 - The CDC Planning Enforcement Officer has contacted the landowner to discuss all activities over the last year. The landowner does not want people to trespass on his land.

- No planning application for the site has as yet been submitted.

Resolved –

- Councillor Strickland to summarise the concerns and developments so far
- An onsite meeting with Leon Hazeldine of Craven DC planners to be arranged.
- Parish Council to inform Craven DC of any building work
- Investigate extending the Lune River Trust protection to the River Greta

140/2022 Village Green

Update re creating a parking space –

- Councillor Thompson sought legal advice re creating a parking space on the Village Green. He was advised that as this will improve the condition of the Village Green it would be within regulations.
- Possibility that the B4RN volunteers may help with the required work or employ a local contractor if this is not practical.
- The Parish Council will investigate a possible contribution towards the cost from All Saints Church

Resolved – To create a design, to be costed and approved before work can commence

141/2022 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 to get the work done as soon as possible subject to weather conditions

142/2022 Volunteer Group

- Plans for the Volunteer Group are well advanced and formal arrangements are due to be made.
- Any approved works for the Parish Council will be covered by the Parish Council insurance. Tasks for other groups will not.

Resolved - Raise at Recreation Committee meeting to discuss tasks that the Group could help with.

143/2022 Punchbowl

- a) To consider putting an ACV on the Punchbowl

Resolved - Heather and Mick who own the Pub to be informed. Councillor Wardle and Councillor Biles will talk to them.

- b) To consider supporting “Friends of the Punchbowl”

The issue to be carried forward to the next meeting for decision.

144/2022 Flooding from Jingling Gill

The issue of flooding from Jingling Gill has occurred again. Water from the surrounding fields goes into the stream into the drain gets blocked. This results in water channelling down the road and onto the trackway by the Orchard causing serious damage.

Resolved –

- Clerk to contact the Landowner to develop a plan to improve drainage
- The issue to be carried forward to the next meeting.

145/2022 Date & time of forthcoming meetings

9th February 2023: Recreation Committee Meeting

16th February 2023: Full Council Meeting

The meeting closed at 8.50 pm

Signed

Dated

Parish Council Meeting 19th January 2023 - Payments since last summary

Payments previously authorised and signed:-

| | | | |
|------------|------|------------------------------------|-----------------|
| 05/12/2022 | 2660 | D Thornton cleaner | 40.00 |
| 05/12/2022 | 2661 | YLCA - VAT course | 30.00 |
| 05/12/2022 | 2662 | cancelled | - |
| 05/12/2022 | 2663 | P Thompson - expenses re Xmas tree | 143.00 |
| 05/12/2022 | 2664 | Business Stream water | 144.59 |
| 05/12/2022 | 2665 | M Illsley expenses | 55.45 |
| 05/12/2022 | 2666 | S Preece salary & expenses | 495.30 |
| 13/12/2022 | D/D | Octopus Energy | 24.62 |
| 12/12/2022 | 2667 | Bentham news ad | 124.20 |
| 12/12/2022 | 2668 | Crabtree Christmas Trees | 245.00 |
| 13/12/2022 | 2669 | HAGS roundabout pedals | 192.48 |
| | | | <u>1,494.64</u> |

Payments to be authorised and signed:-

| | | | |
|------------|------|--------------------------------|---------------|
| 18/01/2023 | 2670 | S Preece salary & expenses | 466.30 |
| 18/01/2023 | 2671 | YLCA - year end finance course | 30.00 |
| | | | <u>496.30</u> |

Total payments since last summary

1,990.94

Receipts since the last summary

| | | | |
|------------|--|--|-----------------------------|
| 23/11/2022 | | Bridge Club / Pavilion hire - Cash | 100.00 |
| 30/11/2022 | | Interest | 25.42 |
| 19/12/2022 | | Caton Terriers / Rec Field hire | 44.00 |
| 30/12/2022 | | Interest | 28.20 |
| 05/01/2023 | | Bridge Club / Pavilion hire - Cash | 75.00 |
| | | Total receipts since last summary | <u><u>272.62</u></u> |

Bank Reconciliation 07/01/2023

| | | | |
|------------|--|---------------------|--------------------------------|
| 07/01/2023 | | Current Account | 300.00 |
| | | Reserve Account | 42,383.35 |
| | | Total bank balances | <u><u>42,683.35</u></u> |

outstanding chqs

| | | | |
|------------|------|---|--------------------------------|
| 24/03/2022 | 2610 | I Wardle - Feb - Mar 22 print allowance | 6.00 |
| 12/09/2022 | 2639 | Edward Hornyold Strickland re clamp | 22.04 |
| 05/12/2022 | 2664 | Business Stream - Pavilion water | 144.59 |
| 13/12/2022 | 2669 | HAGS - Roundabout pedals | 192.48 |
| | | Less outstanding cheques | <u>365.11</u> |
| | | Balance per cashbook | <u><u>42,318.24</u></u> |

| | | | |
|------------|--|---|--------------------------------|
| 01/04/2022 | | Cashbook balance brought forward | 45,504.79 |
| | | Receipts year to date | 20,152.07 |
| | | Payments year to date | -23,338.62 |
| 07/01/2023 | | Balance per cashbook year | <u><u>42,318.24</u></u> |