

**Minutes of the
Burton-in-Lonsdale Parish Council Meeting
7.30pm, Thursday 23rd March 2023
in the Village Hall, Burton in Lonsdale**

**Present: Parish Councillors: Peter Thompson (Chair), David Taylor, Ian Wardle, Belinda Strickland, Rebecca Spedding, Alan Coulthurst;
20 approx. 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.

193/2022 Apologies

- a) Apologies were received from Councillor Biles – no reason was given. Reason for apologies was not approved
- b) Apologies were received from District Councillor Stuart Handley and District Councillor Linda Brockbank

194/2022 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: Councillors Taylor, Spedding and Coulthurst declared an interest in an item relating to funding for the Village Hall

195/2022 Public Statements and Questions

None

196/2022 To consider all new correspondence and decide action where necessary

- a) Various email correspondence regarding the proposed development of working farmland to include No.8 new holiday accommodation units and associated site entrance, service area, access roads, parking and landscaping at land southwest of Burton in Lonsdale, LA6 3LH, 2023/24730/FUL.
The Comments were noted and the Chair reiterated that any comments on the planning application should be posted on the planning portal before the deadline on 28th March 2023
- b) A letter from the Secretary of the Village Hall Committee asking for funding from the Parish Council to assist with renovation costs.
This matter was discussed and the Councillors agreed that the Village Hall is an important asset to the Village. The Parish Council had received Covid grants, and had directed some to spending at the Pavilion. It was agreed that the Parish Council should now consider using £10,000 of reserves to assist with funding the Village Hall refurbishment. The matter to be added to the agenda for the next Parish Council meeting for final decision. (Post Meeting Note: Following the meeting it was agreed between the Parish Clerk and the Chair of the PC that this decision should be linked to an agenda item rather than correspondence. It will therefore be added to the agenda of the next PC meeting to seek a resolution).
- c) An email has been received asking for information as to when the MUGA will be available for use. The Clerk has replied outlining plans for getting the MUGA available for use.
- d) An email has been received regarding the maintenance of the Lychgate
The Clerk acknowledged receipt of the email. The matter to be revisited after the next Parochial Church Council meeting when it is hoped to arrange a meeting with representatives of the PCC.
- e) An email has been received from Burton Communication Group seeking the Clerk's view on the possibility of the Village Hall website and the Pavilion/Games Area website, including booking and payment facilities, becoming part of the Village Website. The Clerk acknowledged receipt of the email. The Parish Council's page is already part of the Village website. It is hoped to make more use of the website in particular to promote the Pavilion and Recreation Field.

197/2022 District and County Councillors updates

A message was received from District Councillor Linda Brockbank advising that when the District Councils and NYCC become one unitary authority on 31st March she will no longer represent the residents of Burton in Lonsdale.

She thanked Burton in Lonsdale Parish Council and the residents of Burton in Lonsdale for all the support given to her during her time as Craven District Council representative.

It was **Resolved** to reply to her note thanking her for her support.

198/2022 Minutes

Approval of Minutes by the Councillors:-

- a) Minutes of the Full Council Meeting of 16th February 2023 were **Approved**
- b) the Extraordinary Parish Council Meeting of 7th March 2023 **Approved**

Minutes of the Recreation Committee meeting held on 9th February 2023 to be approved at the next Parish Council meeting.

199/2022 North Yorkshire Police Report

PCSO Jayne Grace advised of 1 incident reported to the Police between 14.02.23 & 09.03.23 - 21.02.23 – Burglary – garden shed broken in to & gardening tools stolen - Ireby Road any info call 101 ref 0028

200/2022 Training

To receive feedback from training courses attended:-

Councillor Thompson attended a Road Safety and Speeding Concerns webinar and reported that there were 30 approx. attendees. Points covered included:-

- NYCC support Community Speedwatch initiatives, including the use of speed guns with follow up letters from the Police
- VAS signs are effective for 3 months, but after that less so
- NYCC doesn't enforce 20mph zones
- Village Gateways are effective
- Speed cushions as an alternative to speed bumps. However they are still very noisy particularly when crossed by empty lorries
- Residents can upload videos of speeding vehicles to North Yorkshire police

201/2022 To review Terms of Reference and Standing Orders

- a) To review the Council's Risk Assessment
Resolved – Final version approved to be posted to the website

202/2022 Recreation Field and Pavilion

- Update re planning for a storage area and relevant regulations
Councillor Strickland will chase a response from planners
- Update re revised charges for the field and pavilion
The Chair proposed an increase in hire charges for the Pavilion from £10 to £12 per hour to help cover the increased cost of electricity.
Resolved to implement the increased charge for future bookings.
The Chair and the Clerk are due to meet the Terriers Football Manager on 25th March to discuss charging for the Football Club's use of the Field, Pavilion and changing rooms. It is hoped to balance the costs of the Recreation Field against income.
- Update re list of local groups who may be interested in using PC facilities.
Councillor Wardle is working on the list and will bring to the next Parish Council meeting. The Chair suggested approaching local schools to promote the Recreation area and the Pavilion as a resource for School outings.
- Consideration of quotes for a new contract for the Pavilion electricity supply
The current contract ends on May 1st and various quotes have been obtained. It was agreed that a variable rate should be chosen as prices may go down in the future. The Clerk to continue monitoring prices before a final decision.

203/2022 Finance Matters

- 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

204/2022 Highway Matters

The Chair has sought a meeting with North Yorkshire Police and North Yorkshire Highways to look at the problem of speeding traffic and advise what measures are possible. NY Highways have not responded so it has been decided to go ahead with a meeting with North Yorkshire Police. The Chair has been advised there may be funding through one of two funds set up by the Police Commissioner who advised that we should apply as soon as possible.

A member of the public asked about Chapel Hill and the issues of speeding traffic particularly where there are no pavements. The Chair agreed to look at that area at the meeting.

205/2022 Sign at Riverside Land

To receive updated information re broken sign and damaged grass at the Riverside Land, and purchase of a new no access sign – the sign has been ordered to be fitted by the Community Workforce

206/2022 Grass Cutting

- To consider how grass cutting is to be organised for the 2023/2024 season.
The Clerk has received two quotes for grass cutting in the 2023/2024 season. The current contractor has advised of an increase of 10% from £25 to £27.50 per hour. The second quote was considerably higher.
It was **Resolved** to accept the quote from the existing contractor
It was suggested that we communicate more with the contractor to check when cuts will be or have been carried out, particularly for special events.

207/2022 North Yorkshire County Council and Craven District Council

To consider New Planning Application -

Application Number: 2023/24832/LBC

Proposal: To enlarge an existing doorway between the kitchen and the stair hall at Harris Garth, 8 High Street, Burton In Lonsdale, LA6 3JU, Applicant: Mr David Gillibrand

Deadline for Comments: On or before 5th April 2023

Resolved No comment

208/2022 Planning and Developments:-

- The Chair advised that Craven District Planning Department will end on 31st March 2023. Most of the current Planning Committee will relinquish their roles as councillors. The Area that the new North Yorkshire Planning Committee will cover is a combination of what were previously the Craven area and the Ripon area – he expressed concern that Burton in Lonsdale will be a distant corner of a large area.
- Update re the development of houses on Land at Richard Thornton's School, Burton in Lonsdale, LA6 3JZ, 2020/22109/FUL.
The Chair attended the Planning Committee meeting considering this application where he queried if the off-site Public Open Space Contribution (Section 106 Agreement) might be spent differently, as priorities within the Parish had changed somewhat since the October 2021 meeting when the application was last considered.
It was confirmed by planning officers that the requested contribution amount would not change, but that the projects identified within the section 106 legal agreement could be revisited, provided they remain compliant with the regulations and the applicant were willing to complete it. At the meeting the applicant indicated that they were amenable to this.

The Chair later discussed revised options with Sports Development officer Elaine Hiser and a consultant. The Council's legal department will draw up a revised agreement. It is hoped to agree that the first instalment will be 25% of the total upfront.

- a) 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 Chair has drafted a response to the planning application taking into consideration:-

- The views expressed at the public meeting
- The Consultant's report
- The views expressed by local organisation
- The views of the Parish Councillors

After due consideration it was **Resolved** to object to the planning application and to submit this response as an objection and associated paperwork before the deadline on 28th March 2023. Another letter drop was suggested, but an offer was made to have reminder letters available at the Book Cafe in the Village Hall, and to circulate a reminder email.

209/2022 Village Green

Update re creating a parking space – this matter to be carried forward to the next meeting

210/2022 West and East Entrances 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. The revision to the planning permission regarding the entrance to the Richard Thornton School site has now been confirmed.

The estimated cost of the planned developments is £1200 with contributions from the Parish Council, PALS and B4RN. It is also hoped to obtain grant funding.

Resolved for the Parish Council to contribute £400 to the cost

211/2022 Volunteer Group – Community Workforce

- The Community Workforce have been installing the boards at the MUGA and it is hoped they will be completed on Saturday 25th March. Their next planned day of work in the Village is Saturday 6th May

212/2022 Village Litter Pick

9 volunteers have come forward for litter picking on Saturday 25th March, with bacon butties at the Village Hall afterwards.

213/2022 Punchbowl

- a) An ACV on the Punchbowl has now been applied for and Councillor Wardle has been advised it will be complete before 31st March 2023.

214/2022 Coronation

Arrangements for upcoming Coronation celebrations are advancing with plans for a double page spread in the Burtonian outlining plans.

Resolved To form a subcommittee of the Parish Council to organise the Coronation event. Councillors Coulthurst and Spedding were appointed

215/2022 Lune River Trust

A meeting has been arranged by Councillor Spedding at the Pavilion on Tuesday 25th April when the Lune River Trust will talk about their work

216/2022 Meeting Dates 2023/2024

The Clerk produced a Calendar for the 2023/2024 year. It was requested that the Annual Parish Meeting be moved to 11th May 2023 so that it is on a separate day from a Parish Council meeting, and similarly for the 2024 Annual Parish Meeting. A revised list to be produced for approval at the next Parish Council meeting.

217/2022 Date & time of forthcoming meetings

- 13th April 2023 Finance Committee Meeting
- 20th April 2023: Full Council Meeting
- 11th May 2023: Annual Parish Meeting

The meeting closed at 8.50 pm

Signed

Dated

Parish Council Meeting 23rd March 2023 - Payments since last summary

Payments to be authorised and signed:-

17/03/2023	D/D	ICO	35.00
23/03/2023	B/P	William Hartley Grass cutting	452.50
23/03/2023	B/P	Diane Thornton Cleaner	40.00
23/03/2023	B/P	S & M Fire Protection	60.00
23/03/2023	B/P	Business Stream Water	50.60
23/03/2023	B/P	Howsons	210.00
23/03/2023	B/P	Village Hall	225.00
23/03/2023	B/P	YMCA re Training course	25.00
23/03/2023	B/P	Clerk salary and expenses	518.03
23/03/2023	B/P	HMRC PAYE	1.33
Total payments since last summary			<u><u>1,617.46</u></u>

Receipts since the last summary

28/02/2023		Interest	9.85
27/02/2023		Morphet/YFC Pavilion hire	25.00
03/03/2023		Cornerstone Church/Pavilion hire	24.00
07/03/2023		Bridge Club / Pavilion hire February Cash	100.00
08/03/2023		Terriers JFC	66.00
Total receipts since last summary			<u><u>224.85</u></u>

Bank Reconciliation 31/01/2023

28/02/2023		Nat West Current Account	300.00
		Nat West Reserve Account	11,254.71
		Unity Trust Current Account	1,742.20
		Unity Trust Savings Account	30,010.00
Total bank balances			<u><u>43,306.91</u></u>

Outstanding payments

23/03/2023	B/P	William Hartley Grass cutting	452.50
23/03/2023	B/P	Diane Thornton Cleaner	40.00
23/03/2023	B/P	S & M Fire Protection	60.00
23/03/2023	B/P	Business Stream Water	50.60
23/03/2023	B/P	Howsons	210.00
23/03/2023	B/P	Village Hall	225.00
23/03/2023	B/P	YMCA re Training course	25.00
23/03/2023	B/P	Clerk salary and expenses	518.03
23/03/2023	B/P	HMRC PAYE	1.33
Less outstanding payments			1,582.46
Balance per cashbook			<u><u>41,724.45</u></u>
01/04/2022		Cashbook balance brought forward	45,504.79
		Receipts year to date	22,920.61
		Payments year to date	-26,700.95
31/01/2023		Balance per cashbook year	<u><u>41,724.45</u></u>

31/01/2023	Balance as per cashbook	<u>41,724.45</u>	
	Total budgeted expenditure year		21,218.00
	Budgeted expenditure amount spent year		15,940.48
	Remaining budgeted expenditure for the year	5,277.52	
	<u>Commitments-</u>		
	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
	Total commitments	<u>7,030.33</u>	
	Leaving a balance of unallocated funds	<u>£29,416.60</u>	