

**Minutes**  
**Burton-in-Lonsdale Parish Council Meeting**  
**7.30pm Thursday 26<sup>th</sup> November 2015**  
**Village Hall, Burton in Lonsdale**

**Present:** Cllrs. Chapman, Handley, Mason, Salrein, Sedgwick, Shaw and Thompson, five members of public.

**In attendance:** the Clerk.

**Apologies:** County Councillor David Ireton.

- 1 **Code of Conduct and Disclosable Pecuniary Interests**  
To record any Councillor's Disclosable Pecuniary Interest relating to this Agenda's items; revised CDC register of interests declaration form  
The proposed form revision was noted.  
There were no declarations of pecuniary interest.
  
- 2 **Minutes** of Parish Council Meeting of 22<sup>nd</sup> October 2015 and Finance Committee meeting of 17<sup>th</sup> November 2015  
The Minutes were circulated prior to the meeting; it was  
**Resolved**  
The Minutes of the Parish Council Meetings of 22<sup>nd</sup> October and 17<sup>th</sup> November 2015 are accepted as an accurate record, with amendments to the 17<sup>th</sup> November minutes to reflect the correct meeting date and item 5 to state £14750 recommended precept; the minutes to be signed at the end of the meeting.
  
- 3 **Matters Arising** from 22<sup>nd</sup> October and 17<sup>th</sup> November 2015 Minutes, if not on Agenda  
There were none.
  
- 4 **Public Questions** or Statements: see attached conditions  
There were none; the Chairman invited the public to make any comments when an item is discussed.
  
- 5 **Reports**
  - a) **Police**: PC Ridler was not present; there was no report.
  
  - b) **North Yorks County Council**: no report.
  
  - c) **Craven District Councillors**
    - Planning Matters**  
Applications  
**08/15/15917(revised)** Clay Barn, Waterside Potteries, Bentham Moor Road, LA6 3LL  
Use of land for stationing of up to 2 caravans for residential occupation/use by a single gypsy family and use of existing buildings as utility block/stables and storage barn (retrospective application).  
  
The Chairman advised the meeting this application is a re-submission under the original planning application reference number as the planning officer doesn't consider the current application sufficiently different from the original application. The planning officer therefore advised there was no need for further comments. It was further explained to this meeting that a legal challenge had been made by the applicant's representative who had then submitted a revised application.

The Chairman then explained he had attended the recent Bentham Town Council meeting at which this application was considered, and may have made some statements that may have incorrectly influenced the Town Council; as a result there was a debate about the application, following which the Town Council changed its response to the application.

The Chairman will be attending the next Planning Committee meeting to make his apologies.

The Chairman asked the meeting if councillors wished to comment further on this application.

**Resolved**

The Parish Council's original response to planning application 08/2015/15917 remains unchanged.

**15/2015/16222 (Listed Building)**

North Cottage, 43 High Street, LA6 3JP

Re-Painting Of Exterior Wooden Window Frames And Exterior Front Door

**Resolved**

No comments to be made.

Permissions noted:

**15/2015/16164 Lower Greta Bank:** alterations to and regularisation of unauthorised works to the existing detached garage to Lower Greta Bank, Burton in Lonsdale.

d) Clerk

YLCA; Workplace pension; Correspondence

YLCA: items received by email have been forwarded to councillors; other items have been circulated by hand.

Workplace pension: new legislation.

The Clerk reported that, following discussions with the YLCA, it was agreed the Parish Council would continue to put aside an amount for the Clerk's gratuity, payable on her retirement, as the current pension pot was not large enough to move to a pension scheme of any note.

It was further noted that a more formal arrangement would be established for Clerks thereafter.

Correspondence: items had been circulated prior to the meeting either by hand or by email.

**6 Finance Matters**

a) Bank balances, including receipts since statement date

The Clerk circulated finance details prior to the meeting (appendix 1).

b) Payments of budgeted and non budgeted items

**Resolved**

To approve the November payments as prepared by the Clerk, as per Appendix 1

c) Half Year 2016-17 Accounts report

The Chairman reported the half year accounts had been reviewed by the Finance

Committee (see Minutes 17<sup>th</sup> November 2015); expenditure is on budget, the only exceptional item being that of the new Pavilion.

d) Proposed budget and precept request; authorisation for precept request

The Finance Committee proposes the same approach as the current financial year: some of the planned budgeted expenditure of £16,292 is covered by drawing down from reserves; this allows the precept requested covering planned expenditure can gradually be increased over the next two years, whilst reducing the reserves over the same period.

The Chairman further explained that a precept of £14,750 represents 6.77% increase over the 2015-16 precept, equivalent to a £3.32 increase per year for a Band D property.

**Resolved**

To request a precept of £14,750 for the financial year 2016-17, and to authorise signing the precept request form.

e) Recreation Committee: business plan for Recreation Field, including pavilion

The Chairman advised the business plan will be worked on after this meeting, in time for the January meeting.

f) General and financial risk assessments, including review of pavilion insurance value

Minutes 17 November 2015, item 4e: the insured value of the new pavilion to be re-examined in the light of advice from a buildings consultant. The revised value is likely to be in the region of an additional 30% (ie £125,000 plus 30%).

The general and financial risk assessments to be done in early 2016.

**7 Parish Councillor Reports**

a) Village Hall Committee

Andy Ive reported the refurbishments are now completed with the removal of the curtains, with which the committee seems to be happy.

Superfast broadband will be installed shortly; a user charge to be calculated.

b) Bentham Common Lands Charity: no report

c) Woodland Trust: no report

d) Joint Access and Rights of Way Committee

The Chairman advised a meeting of JARWC is scheduled for December, unless otherwise arranged, and report will be made to this council's January meeting.

**8 Maintenance Reports**

a) Village Green, including War Memorial: nothing to report

b) Recreation Field:

- Play Area: weekly inspections: Cllr Mason has handed weekly inspection reports to Cllr Thompson who will update his records and pass to the Clerk.
- Pavilion: advert for cleaner. The Chairman advised the meeting that an advert for a cleaner is expected to be in the December issue of the *Burtonian*; if not, then the position can be advertised at Village Shop.

c) Riverside Land report re tree maintenance

Cllr Mason reported that she and Cllr Thompson had a meeting with Thomas Brown, a qualified tree surgeon, who advised a formal written report re tree condition and suggested maintenance plan would cost about £400 (ex VAT).

Cllr Salrein advised that a resident's son is a qualified arboriculturalist and would be available over the Christmas holidays to advise.

The Chairman proposed and it was

**Resolved**

To postpone a decision regarding purchase of advice pending discussion with the resident's son, Mick Boddy.

d) Very Old and Separate Churchyard: no report

e) Street Lighting: the new timers on the NYCC lighting appear to be working.

f) Public benches: the Clerk reported the bench and surrounding area at the Ireby Road south end had been cleared of weeds and over growth.

On behalf of the council, the Chairman thanked the unknown person.

g) Grass Cutting: no report

NYCC Highways: Cllr Shaw thanked the Clerk for getting NYCC Highways to unblock Barnoldswick Lane drains flooded in recent bad weather the same day as reported. The flooded area (about 12 to 18" deep) had 'claimed' two cars which were blocking access to/from the Lane. Drains now clear; however, a lot of grit /soil debris remains in middle of Lane.

**9** Items to be included by Clerk in press release

**Resolved**

To report the budget and precept figures, with an explanation re the increase and rationale.

**10** Date, time and venue next monthly Parish Council meeting

**Resolved**

7.30pm, 28<sup>th</sup> January 2016, Village Hall

It was noted that, during the recent heavy rain, some sandbags were deployed at a property bordering Bogg Beck. Further discussion re contact details for emergency supplies store access details established the majority of councillors agreed to their contact details being published.

The Chairman thanked councillors and the public for attending this last meeting of 2015 and wished everyone well for Christmas.

The meeting closed at 8.32pm.

**Signed** .....

**Dated** .....

**Appendix 1**

**Bank Balances, Commitments, & Payments as at 13th November 2015**

**Bank Balances, including receipts**

NatWest Current Account at 13.11.15	300.00
NatWest Business Reserve A/c at 13.11.15	23,534.78
Receipts: Interest	1.12
Smile High Balloons	50.00
Less unpresented cheques @ 13.11.15	-306.90
	<u>23,527.88</u>

**Commitments at November 2015**

Contingency Fund	2,000.00
Very Old and Separate Churchyard:	
Lych Gate Restoration (200 +500)	700.00
Safety Notice, grass (150, 350) & memorials (850) & 190	1,540.00
Clerk's Retirement Gratuity provn YLCA re-calc at 11/14 (£564	
not reallocated)	1,898.00
Village Transport Needs Survey NYCC grant money	
remainder	
Sports Pavilion Maintenance Fund (£1,000 pa, Minute 7e 28	
Nov 2013, £644.25 insurance)	1,644.25
Sundries (from 2009/10, 2010/11)	0.00
Budget remaining inc November payments (net of VAT)	7,670.00
Firework Event	0.00
Additional precept/council grant (23 May 2013 minute 6a, g)	
	<u>15,452.25</u>

chq no      **Parish Council - Payments Nov 2015**

1963	Horton Landscaping re grass cutting	372.00
	Horton Landscaping re grass cutting current	
1964	churchyard path	120.00
	Post Office re Yorkshire Water (3rd qtr water	
1965	27.8.15 - 12.11.15)	42.30
1966	S Ggregory clerks salary Nov 2015	150.18
1967	HMRC (re Clerk income tax Oct, Nov 2015)	76.06
1968	SLCC annual membership	77.00
1969	GB Building re pavilion kitchen additional item	287.18
1970	S Ggregory for petty cash	50.00
		<u>1,174.72</u>