

**Minutes**  
**Burton-in-Lonsdale Parish Council Meeting**  
**7.30pm Thursday 28<sup>th</sup> September 2017**  
**Village Hall, Burton in Lonsdale**

**Present:** Cllrs. Handley, Mason, Salrein, Sedgwick, Shaw, Tate and Thompson (Chair); five members of public.

**Apologies:** None.

**In attendance:** the Clerk.

**1 Code of Conduct and Disclosable Pecuniary Interests**

To record any Councillor's Disclosable Pecuniary Interest relating to this Agenda's items

There were none.

**2 Minutes & Matters Arising of Parish Council Meeting of 27.07.2017**

**Resolved**

The Minutes of the above meeting were accepted as an accurate record, and to be signed at the end of the meeting.

a) **Item 3: Balloon Launches payment**

The Clerk clarified the hot air balloon company had overpaid by one launch in the financial year 2016-17 and thus owes no money to date.

**3 Public Questions or Statements: see attached conditions**

- **Burton First Responders:** a request has been received to support the purchase of replacement defibrillator pads (at approx. £24 ex VAT each). The group was advised to submit a funding request in time for the 2018/19 budget discussions, ie during October. This is also recommended for other village groups wishing to seek funding for a project or activities during the year 2018/19.

**4 Reports**

a) **Police:** no report

b) **North Yorks County Councillor** David Ireton.

Cllr Ireton reported the Extra Care facility planned for Bentham and surrounding areas is progressing: a planning application will be submitted during October/early November, following discussions between the applicants and the planning officers to address concerns arising from the initial proposals.

- **Hazardous Household Waste consultation:** responses to be submitted between 10<sup>th</sup> July and 2<sup>nd</sup> October 2017.  
This was not discussed.
- **Highways:** pre-salting priorities re local roads: request to include Chapel Lane and Burton Hill (and Bentham Moor Road) as priority 1. NYCC Highways has (again) turned down a request to add Burton Hill and Chapel lane to the winter gritting routes, despite it being a bus route (both school and public transport) and the main route between Burton and Bentham re access to the doctor's surgery in Bentham. Full text of response in Appendix 1.

c) **Craven District Councillors**

- **Planning Matters: Applications**

The Chairman clarified procedures to Councillors regarding any responses to planning applications: should the council have no comments, it is no longer necessary to inform the Planning Department, as the notification of 'No Comment' would constitute a comment requiring action by the planning officers.

**2017/18412/PNCOU** Change of use of agricultural building to a dwelling house with associated curtilage and installation of sewage treatment plant (deadline for comments 19<sup>th</sup> September)

**Resolved**

No comment; the proposed development is well away from the public highway and mostly hidden as a result.

**2017/18504/TCA** Prune 1 apple tree, Hollins Loft, Duke Street

**Resolved** No comment.

- 2018 Budget consultation: not discussed.
- North Craven Discovery Day Report; future action(s): not discussed.
- Affordable Housing: pilot schemes  
The Chairman reported there had been very little response to his articles in both the Bentham News and the Burtonian; as a result, this will not be a priority for the time being.
- Local Plan: a press release today (28<sup>th</sup> September) details another delay for the publication date, now expected at the end of 2017, in a final consultation version, after which the Plan will be submitted to the Planning Inspectorate with any additional comments received but not incorporated in the final submission.

d) Clerk

- YLCA: the Clerk attended the 'All Things Digital' training day on 14<sup>th</sup> September and will report outside this meeting.
- Correspondence: Resident Mike Biles contacted NYCC/United Utilities several times to attend to the over-flowing manhole sewage pipe at the junction of Burton Hill and Leeming Lane which presented both a physical and public health hazard. The sewer was inspected recently. The subcontracted repair team appeared on Monday (25<sup>th</sup> September) morning unannounced, closing the road; a note was then put through Mike Biles' door (Tuesday 26<sup>th</sup> September) indicating the road would be closed until 9<sup>th</sup> October for emergency repairs to the collapsed main sewer. It was noted that NYCC Highways sent a road closure notice to the Clerk today (28<sup>th</sup> September), some three days after the road was closed, and after disruption to local services, etc. Clerk to request NYCC does notifications much earlier in the process.

## 5 Finance Matters

- a) Bank balances, including receipts since statement date  
The Clerk gave details as per Appendix 2.

- b) Approval of payments of budgeted and non budgeted items

**Resolved**

To approve the payments as per Appendix 2.

c) Insurance: building valuation re pavilion.

The Chairman asked councillors to consider increasing the sum insured from approximately £133,000 to £250,000 which would include the costs of demolition and site clearance as well as a rebuilding cost, in the event of a catastrophic event. This follows advice received from the insurer regarding including extra costs of re-building not previously included.

**Resolved**

To notify the council's insurer of the increase in the sum insured

d) Tau Solar Ltd: approval of grant funding for village projects

The Chairman informed the meeting as follows:

Tau Solar was given a list of projects and costs, which came to more than the £30,000 being offered; Tau Solar was also told the difference would be found locally (match-funding grants, etc.). Tau Solar has accepted the list of projects and requested the suppliers contact Tau as it wishes to pay the suppliers direct up to a total of £30,000; the remainder will be funded from elsewhere.

The play equipment project changed this week in light of the annual safety inspection done on 26<sup>th</sup> September; this found several items of wooden play equipment no longer safe due to advanced rotting. As a result four children's swings, a climbing frame and chin-up bars have been removed. This changes the play equipment requirements and costs radically, as replacements will be required (not necessarily like for like) immediately; the remaining items originally proposed to Tau can be purchased at a later date.

There are three sources of money for this part of the project: from reserves, a Public Works Loan Board Loan, and grant funding.

**Resolved**

To research and purchase as soon as possible new children's swings to replace the four removed, as traditional swings are seen to be very important play equipment; options and prices to be circulated to councillors to assist final purchase decision; to pass the invoice to Tau for payment from the £30,000 fund.

**Resolved**

To consult residents, in particular parents, as to types of play equipment desired for future provision.

**Resolved**

To authorise the Finance Committee to review the council's financial reserves to determine if some could be used to assist play equipment purchase(s)

Cllr Ireton reminded the meeting of the NYCC community funding offer for the Community Orchard picnic tables which can also be match funded; this has to be done by February 2018. He also suggested thought be given to funding requirements for the financial year 2018-19.

**6 Castleberg Hospital, Giggleswick: consultation re future provision and Parish Council response:**

Castleberg Hospital closed earlier this year (2017); the initial consultation closed on 15<sup>th</sup> September, postal responses were accepted up to 22<sup>nd</sup>

September. However, it is considered valuable to submit the Parish Council's opinion, thus the matter is considered here. The Clerk attended the public consultation at Bentham Golf Club on 14<sup>th</sup> September. Options included refurbishment, re-building on the same site and building a new facility on a new site.

Cllr Salrein repeated the assertion that respite care continues to be required in the area (see Minute 27.07.17, item 4c).

Cllr Mason agreed, citing the need for a similar facility to that provided previously by Castleberg Hospital where elderly patients, not yet ready to return to their own home, but well enough to leave acute hospital care, could be rehabilitated, thus freeing up essential acute care hospital beds.

**Resolved**

Cllr Mason and the Clerk to compose a response for submission.

**7 General Data Protection Regulations**

Reform of data protection legislation and introduction of the General Data protection Regulations (GDPR): checklist of initial action (s) to be taken.

The Chairman reminded the meeting that data protection law has changed, requiring the appointment of a Data Protection Officer (in this case, the Clerk) and that the council's computer should be encrypted.

**Resolved**

Clerk to action computer encryption to protect data.

**8 Parish Councillor Reports**

a) Village Hall Committee

Cllr Salrein drew the meeting's attention to the new LED lighting, installed recently, commenting there had been no committee meeting(s) to discuss or approve them.

Other items reported by Cllr Salrein:

- Metal seat outside the school appears to be missing; to be investigated.
- Dog fouling on the Village Green: to be investigated
- Road drain at Manor Close entrance appears still to be blocked; to be investigated
- Traffic mounting the High Street pavement will cause a fatality. This item was discussed at previous meetings with various solutions proposed and rejected for various reasons. The council will continue to investigate possible solutions eg driver education.

b) Bentham Common Lands Charity

Cllr. Salrein insisted a meeting be held with the Woodland Trust in attendance; BCLC Chairman to be contacted to set a date.

c) Woodland Trust: no report

d) Local Footpath Volunteers: no report

**9 Recreation Committee**

Play Area inspection reports

The annual play equipment safety inspection was done on 26<sup>th</sup> September; wooden items recommended for taking out of use immediately included the

two sets of children's swings, climbing frame and chin up bars; other items covered were general upkeep of equipment. Full report to be circulated after this meeting.

Pavilion: bookings, maintenance, including cleaning

Bookings continue to come in; Mike Illsley has finished painting the store room, for which the council notes its thanks.

Adoption of proposed Fun Run July 2018

The Fun Run due to take place on 20<sup>th</sup> September has been moved to 7<sup>th</sup> July 2018 and will take the same form as proposed for the cancelled run, omitting the Colour aspect, due to health concerns, and including tug of war, an obstacle course and orienteering.

**Resolved**

To insure the event on completion of a satisfactory risk assessment.

**10 Maintenance Reports**

a) Village Green, including War Memorial

The seats (and others around the village) require protective oiling/varnishing. Clerk to draw up a list and organise work.

b) Riverside Land

A survey map, giving approximate positions of the main trees, together with a list of the trees and apparent current condition was done by Mike Illsley and the Clerk in early September.

There are a number of mature ash trees which may be suffering from ash die-back disease; other trees appear to be healthy.

**Resolved**

To re-examine ash trees in June/July 2018 for signs of ash die-back disease.

To cut back small sycamore 'bush' by bridge.

To install a sign "No unauthorised vehicles beyond this point" sign after number 5 Greta Heath (cost approx £50).

c) Very Old and Separate Churchyard: grass cutting/wild flowers

- Grass: has been cut, but not yet removed; however, the contractor will be cutting the grass again near the end of October and will remove all cut grass then.
- Mower: requires assessing to see if worth repairing/servicing; Cllr Thompson to arrange.
- Wild flowers take as much work as ordinary grass cutting; it was agreed to continue with the current grass cutting regime for the time being.

d) Street Lighting: No report

e) Public benches

**Resolved**

To get a quote for doing maintenance work for some / all benches.

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

**Resolved**

To submit short item about Tau Solar funding and projects.

**12 Date, time and venue next Finance Committee, Recreation Committee and monthly Parish Council meetings**

**Resolved**

12<sup>th</sup> October: Recreation Committee, 7.15pm, Sports Pavilion;

mid October: Finance Committee (or 16<sup>th</sup> November)

26<sup>th</sup> October: full council

9.26pm: end of Meeting.

**Signed** .....

**Dated** .....

**Appendix 1**

NYCC Highways Letter re winter road gritting

**Your ref:**

**Our ref:**

**Contact:**

**Date:**

W39AW001.MR

Mike Roberts

25 September 2017

**Mike Roberts**

Head of Highway Operations

Highways & Transportation

County Hall

NORTHALLERTON

North Yorkshire

DL7 8AH

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Dear Cllrs

**AMENDMENTS TO WINTER GRITTING ROUTES 2017/18**

Thank you for your communication requesting a change to the gritting route priority. I am writing to confirm that the Corporate Director and Executive Members for Business and Environmental Services met recently to discuss requests for amendments to winter gritting routes. At that meeting your request for amendment to Chapel Lane, Burton Hill and Bentham Moor Road for the coming winter was considered but not approved. This was because the current level of treatment is in line with the County Council's policy and is consistent with the approach elsewhere in the County. I am therefore sorry the Authority is unable to implement your request.

I would point out, however, that North Yorkshire County Council routinely treats more roads than any other County Council (more than 50% of its road network) and operates to standards well above national guidelines. Even with this level of commitment there will inevitably be some roads which we are unable to routinely treat in ice/frost conditions. In line with our policy, however, I would re-affirm that we would still seek to clear as much of the whole county road network as possible in snow conditions. For details of the priority attached to particular routes, including the one you asked about, please see the winter gritting information on our website.

Obviously the current financial situation for local authorities has meant that a number of services have been affected. I am pleased to be able to re-assure you that, throughout this period, we have not reduced our gritted network and this will be the case again for the coming winter season.

If you wish to discuss the matter further please feel free to telephone either your local Area Highway Office or myself on 01609 780780.

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**Finances for September 2017**

**Bank Balances, including receipts**

Current Account at 15.09.17		300.00
Business Reserve A/c at 15.09.17		<u>27,851.50</u>
		28,151.50
	Receipts total: £423.08	
31.07.17	ST & J Tyrer re pavilion	58.00
07.08.17	S Gregory re cricket match revenue	99.85
11.08.17	ST & J Tyrer re field	32.00
21.08.17	Lonsdale Archers re July hire Rec Field	40.00
24.08.17	S Gregory re cricket match revenue	5.00
29.08.17	R Dakin re booking Aug 2018 deposit	100.00
31.08.17	Lonsdale Archers re August hire of Rec Field	48.00
31.08.17	Interest	0.23
04.09.17	G Metcalfe re pavilion hire	35.00
14.09.17	S Gregory re cricket match revenue	<u>5.00</u>
Less	unpresented cheques at 28.09.17	<u>-50.00</u>
		<b>28,101.50</b>

**Commitments as at 28th September 2017**

Contingency Fund		2,000.00
Very Old and Separate Churchyard:		
	Lych Gate Restoration (200 +500)	700.00
	Safety Notice, grass (150, 220.25) & memorials (850) & 190	960.25
	Clerk's Retirement Gratuity provn YLCA re-calc at 11/16	2,156.00
	Sports Pavilion Maintenance	1,000.00
	Budget remaining inc September payments, excl Pavilion (net of VAT)	<u>9,059.33</u>
		<b>15,875.58</b>
	General Reserves at 28.09.17	<b>12,225.92</b>

**Payments for August and September 2017**

2122	M Christie (cricket equipment for village match)	93.89
2123	C Edmondson (cleaning pavilion July 2017)	30.00
2124	I R Thompson re gritstone for bike track	550.56
2125	Post Office (HMRC PAYE July 2017)	38.60
2126	J Hartley and Sons (grass cutting July)	528.00
2127	YLCA re All things digital training 14.09.17	50.00
	S Gregory (clerks salary Aug; stationery, pavilion supplies)	223.90
2129	Post Office (HMRC PAYE Aug 2017)	38.60
2130	C Edmondson (cleaning pavilion August 2017)	20.00
	I R Thompson re mileage, playground training;	
2131	chainsaw items	114.49

**Cont'd Appendix 2**

2132	Yorkshire Water May - August 2017	100.54
2133	J Hartley & Sons (grass cutting August 2017)	393.60
2134	Gregory & Co broadband service July-Sep 2017	36.00
2135	S Gregory (salary, expenses, Sep 2017)	451.35
2136	Post Office (HMRC PAYE Sep 2017)	38.60
2137	C Edmondson re Pavilion cleaning Sep 2017	30.00
2138	PKF Littlejohn LLP re annual external audit M Illsley (items re pavilion, street name sign	120.00
2139	repairs)	68.03
2140	Fields in Trust annual subscription	50.00
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	TOTAL	2,976.16