

**Minutes**  
**Burton-in-Lonsdale Parish Council Meeting**  
**7.30pm Thursday 28<sup>th</sup> January 2021**

**Convened under** The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020; 7<sup>th</sup> April 2020 to 7<sup>th</sup> May 2021

**venue:**

<https://us02web.zoom.us/j/89739759075?pwd=NzZZRFZaMWZwSE8vUktNM1E4L0d6dz09> ; tiny url: <https://tinyurl.com/y57hchax>

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**Present:** Councillors Handley, Mason, Sedgwick, Shaw, Tate and Thompson (Chair); County Cllr. Ireton, District Cllr. Brockbank, 1 member of the public  
**In attendance:** the Clerk.

Before the meeting began, Cllr. Handley thanked Councillors for their condolences in respect of the recent deaths of his father in late November and his mother earlier this month.

**76/2020** **Apologies and Reasons for Absence**

Apologies received in advance: Cllr. Salrein

**Resolved:** to accept reason for absence.

**77/2020** **Code of Conduct and Recording of Disclosable Pecuniary Interests**

To record Councillor's Disclosable Pecuniary Interests relating to this Agenda and any changes since the previous disclosure to Craven District Council.

There were no disclosable pecuniary interests declared.

**78/2020** **Minutes and Matters Arising**

Parish Council Meeting of 26 November 2020

**Resolved**

The Minutes of the above meeting were accepted as an accurate record, with no amendments, to be signed outside the meeting.

Item 69/2020 item b) ii) Local Council Elections May 202

The Clerk informed Councillors the Government has confirmed local elections will go ahead in May; however, the NALC is not as confident, due to current levels of COVID-19 nation-wide and will brief councils closer to the time. This Parish Council is not due an election until 2022.

Item 73/2020 item a) Village Green Christmas Tree

The Clerk reported the 2020 tree and lights were less than successful, suggesting thought be given to re-siting the tree to enable mains electricity to power the lights without the necessity of contractors entering private gardens to lay temporary cabling. (see Minute 86/2020 below)

**Meetings Diary 2021-22** discussion re meetings frequency & dates

A short discussion established the current year's diary had worked reasonably efficiently, with 6 full council meetings, 2 Finance Committee meetings, 3 Recreation Field Committee meetings and one Annual Parish Meeting. The schedule enabled councillors to attend fewer meetings over all.

**Resolved**

The 2021/22 meetings diary take a similar format to that of 2020/21. Clerk to circulate proposed diary for agreement.

**79/2020 Public Questions or Statements**

There were no public statements or questions.

**80/2020 Reports**

**a) Police**

The following report was sent to the Parish Council:

We had 11 incident reported to the Police in  
Burton In Lonsdale between 24.11.20 and 27.01.21 (2 months)  
27.11.20 – Suspect vehicle area searched no gain  
27.11.21 – X3 - 2 vehicle RTC – Barnoldswick Lane  
11.12.20 – RTC single vehicle – High Street  
23.12.20 – ASB Nuisance vehicles & youth – left prior to police arrival  
28.12.20 – Sudden Death  
04.01.21 – RTC single vehicle – Ireby Road  
09.01.21 – Wildlife – Bird of prey re dog  
20.01.21 – Highway disruption- vehicles parked on pavement  
25.01.21 – Criminal damage to vehicle – High street

Please report & suspect incidents at the time on 101 or 999 if urgent.  
Working to keep North Yorkshire a safe place to live, visit & work  
please visit [www.northyorkshire.police.uk](http://www.northyorkshire.police.uk)  
Useful site re Crime and policing in England which allows you to search  
re incident recorded in your area [www.police.uk](http://www.police.uk)  
You can also report safety issues under speed concerns on -  
[www.roadwise.co.uk](http://www.roadwise.co.uk).

If anyone would like to sign up to Craven Community messaging then  
please visit - [www.northyorkshirecommunitymessaging.org](http://www.northyorkshirecommunitymessaging.org)

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.pnn.police.uk](mailto:SNACraven@northyorkshire.pnn.police.uk)

District Cllr. Brockbank brought to Councillors' attention to the Community Support Officer, Craig Lyons, who represents the three emergency services, and attends Bentham Town Council meetings, suggesting it would be beneficial to invite him to Parish Council meetings to report on the three emergency services activities. It would also be beneficial to put details in *The Burtonian* for community information. Clerk to contact Craig Lyons and *Burtonian* editors.

**b) North Yorkshire County Councillor**

County Cllr. Ireton reported

i) Ingleton Police Station closure: disappointingly, there appeared to be no prior consultation with the community. Officers will attend at Ingleborough Community Centre at specific times, in addition to those already operating from Bentham Fire Station. Exact details are to be confirmed.

ii) NYCC 2021/22 budget: it is proposed to raise council tax by 3.49%. This recognises the great economic (and social) pressures on households during the COVID 19 pandemic, whilst seeking to protect frontline

services. A shortfall of £59 million by 2023/24 is forecast; whilst use of reserves is not sustainable it is necessary next year due to major uncertainties and a squeezed savings programme as a direct result of Covid 19 this comes on the back of an extra £82 million of spending in response to Covid in the last year alone. Some of the £82 million will be recoverable from government but not all. The future remains very uncertain, and the County Council is very mindful of maintaining operational flexibility to protect vital services whilst being able to respond to further shocks. We understand that residents are facing many difficulties in light of the Covid we also understand just how vital some of the Council services are to the most vulnerable in society. For this reason the Council is trying to get the balance right by setting adult social care precept at 1.5% rather than the 3% permitted by government. I think it is right that we use reserves at this point so we can avoid using savings that may be at the expense of services to some of our most vulnerable residents.

The Chairman thanked Cllr. Ireton for his report, also thanking NYCC for its thoughtful considerations when planning the 2021/22 budget.

c) Craven District Councillors: Planning Matters

District Cllr. Brockbank made her report – see Minute 80/2020 a) above.

District Cllr. Handley reported

- i) the recent death of District Cllr. Richard Welch, who will be greatly missed.
- ii) Craven District Council proposes to raise its portion of council tax by a token £5 (not 5%) for the year 2021/22, in recognition of the economic difficulties residents face due to the COVID 19 pandemic.

Applications Decisions to be noted:

2020/22035, 22036: **Approved**

Thornton Lodge, Burton In Lonsdale, Carnforth, Lancaster, LA6 3JZ  
Installation of traditional sash windows in the uncovered openings of the western elevation; blocking up of adjacent ground floor door.  
Replacement of skylight and ventilator with four conservation-style roof lights.

2020/21895, 21896: **Approved**

Frounts Cottage, Duke Street, LA6 3LG.  
Demolish existing outbuildings and replace with a single storey extension, replacement of roof section to the rear of the property, new slates of appropriate colour and sizes, replacement timber sash windows.

2020/22192: Tatham House, Low Street: tree works; **Approved**

2020/22373/PNAG: agricultural building, Land Off the A687, West House, Ingleton, Carnforth LA6 3PF: **Refused**

The Chairman noted that some planning application notifications arrived between full council meetings, the 28-day window for comments expiring before the next full council meeting. In such circumstances, if councillors have concerns about a planning application they should ask the Clerk to arrange an urgent meeting in order to formally discuss the application(s).

**d) Clerk; YLCA; Correspondence**

The Clerk reported emails from both YLCA and NALC were forwarded to Councillors during December/January. Also circulated: emails re Ingleton Police Station closure, Rural News, YLCA electronic training programme and White Rose Updates.

**81/2020 General Power of Competence (GPC)**

The Clerk has received a reminder from YLCA to state the Parish Council's General Power of Competence status. A Council can acquire the GPC, allowing expenditure other than under s137 LGA 1972 or other Acts, provided the RFO/Clerk has the CiCLA qualification. (NALC Legal Topic Note 31). YLCA has requested member Councils to inform it when Councils had resolved their eligibility to use the General Power of Competence, in accordance with The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, along with the declaration date.

The Chairman explained the Clerk would have to spend a significant amount of time (and money) to gain such a qualification (she already has a Local Councils Administration qualification), questioning whether it was necessary for the Council to have someone further qualified, when it would be unlikely (in present circumstances) such expenditure not covered by statute would occur.

**Resolved**

To inform YLCA this council has not declared it has a General Power of Competence, as its usual expenditures are covered by statute.

**82/2020 Finance Matters**

a) Bank balances, including receipts since statement date

Report circulated prior to the meeting (see appendix 1).

Cllr. Mason enquired if the January payments were accounted for in the balance shown for expected year end general reserves. The Clerk confirmed the payments are accounted for.

b) Approval of payments of budgeted and non budgeted items

The following items were presented for approval:

chq	<u>Payments December 2020</u>	<u>Gross</u>
D/D	Octopus Energy re Nov energy, pavilion	69.90
2489	Fenland Leisure Products Ltd (prev chq lost in post)	177.60
	<u>Payments January 2021</u>	
2490	YLCA webinar re climate emergency	10.00
2491	Gregory & Co re broadband service Dec qtr 2020	42.00
2492	S Gregory: Dec salary, expenses	302.29
2493	HMRC PAYE re Oct-Dec qtr 2020	137.40
2494	SLCC annual membership 2021	80.00
2495	R K & E Hunter & Son re Rec Field drainage works	990.00
D/D	Octopus Energy re Dec energy, pavilion	127.80
2496	G V Higton: Village Green Xmas Tree & lights	208.00
2497	SLCC Enterprises re ref book on LCA	123.80
2498	S Gregory: Jan salary, expenses	225.16

2499	J Hartley & Sons re grass cutting Oct/Nov 2020	324.00
2500	C Edmondson: pavilion cleaning Dec/Jan £30+£20	<u>50.00</u>
		<u>2,867.95</u>

**Resolved**

All payments were approved; the cheques to be signed outside the meeting.

c) All Saints Parochial Church Council sent an email of thanks to the Parish Council:

“...All Saints' church clock was finally and successfully repaired late in November 2020. After coping with a serious fly infestation due to the mild weather at the time, we finally saw the clock working and striking again at the end of November. Too late for Remembrance Sunday but in time for Christmas and New Year.

We send you all once again our sincere thanks for your generous grant of money which enabled us to get this popular village asset working again which helped lift our spirits within the village.”

**83/2020 Legal Matters**

**a) Request for Wayleave: Riverside Land**

Request by B4RN for wayleave across Riverside Land for installing and maintaining fibre cable for Burton in Lonsdale internet provision.

The Chairman, Cllr. Thompson, declared a non-pecuniary interest in this item, as he works as a volunteer for B4RN.

Cllr. Thompson explained the development of the B4RN fibre broadband network for the village is progressing; the plans are proving to be complex due to the layout of the village. B4RN proposes to route a section of fibre cable from the area near All Saints Church, south through Castle Hill Farm land to Greta Heath, then east toward Burton Hill. This requires crossing the Riverside Land, owned by the Parish Council. A request for permission to use this route has been received from B4RN and, if in agreement, both parties would sign a Wayleave Agreement.

Councillors felt it is essential to have an accurate map of the actual route the fibre cable takes; Cllr. Thompson assured Councillors all services' location would be identified both before and after the dig/installation, and a map provided.

**Resolved**

The Parish Council agrees to B4RN routing part of its fibre cable network across the Riverside Land as described above, for the community's benefit, and authorising the Responsible Financial Officer (the Clerk) to sign the Wayleave Agreement.

**b) Lease: Burton Community Sports**

Review of site lease for the Multi Games Area (MUGA), due to end 3<sup>rd</sup> June 2021.

The Chairman explained to Councillors the Recreation Field site was leased to Burton Community Sports Association (BCSA) for the purpose of providing a MUGA for the community and is run by BCSA; the condition is fair, work having begun on replacing the kick boards around the MUGA before COVID 19; the play surface itself requires refreshing, and drainage will require some work.

A short discussion established Councillors were in general agreement the arrangement should continue as present.

**Resolved**

To contact BCSA drawing to its attention the forthcoming expiry date of the Lease and enquiring if the Association would like to renew the Lease.

**84/2020 Parish Councillor Reports**

a) Village Hall Committee

Cllr. Thompson reported the intention is still to develop and improve toilet provision; however, the Committee is no further forward on funding. The Hall continues to be out of use, due to COVID 19.

b) Bentham Common Lands Charity: land at The Orchard

Burton Pals with Trowels (PwT), responsible for The Orchard's maintenance, has received a quote of £650 plus VAT for path repairs and improvements, following recent damage by heavy rainfall stripping away path surfaces. PwT requests the Parish Council to formally adopt the small project to repair the path, undertaking to donate the sum of £650 toward the cost. This would enable the Parish Council to pay for the work, and recover the VAT.

The Chairman added he had also contacted the contractor regarding installing a road grade drain, sump and 6-inch pipe from the roadside to the stream outlet to overcome excess surface water washing away surface stone; the work would cost £420 plus VAT, and would be done at the same time as the work for PwT.

**Resolved**

To formally adopt the PwT project, and accept the donation of £650 toward the project; the second quote of £420 plus VAT to be accepted.

The Chairman to liaise with the contractor to ensure the combining of the work outlined in both quotes.

c) Woodland Trust

The Clerk reported several trees in Greta Wood have been felled, due to ash die-back disease; a fallen crab apple tree on the footpath at Greta Mount had also been cleared away.

d) Local Footpath Volunteers

The Chairman reported there has been little work undertaken by the volunteers due to the COVID 19 pandemic restrictions.

**85/2020 Recreation Committee**

a) Grounds & Outdoor Equipment: inspection reports; maintenance

It was noted a car (or two cars) are regularly parked on the car park between 7 and 7.30pm each evening, despite there being no official activities on the Recreation Field due to the COVID 19 restrictions.

**Resolved**

To bring the matter to police attention, to confirm if legitimate reasons for the regular use of the car park despite no official activities.

Otherwise, the Field is not being used at present. It was noted there are some parents using the play equipment if the weather is dry.

b) Pavilion: report re bookings, maintenance, cleaning

There was a short discussion about the proposed provision of additional storage space in the form of a 30 ft shipping container placed at the rear of the Pavilion, near the road-side wall. The Chairman explained the container would be bought by Caton Terriers, and used by both Caton Terriers and Lonsdale Archers. The steel structure is considered more

robust than a wooden structure, re avoiding potential theft. Meanwhile the goals and nets are being stored on the Social Room floor. After a lengthy investigation it has been established the structure will require planning permission (£195 for the application; this would be included in Caton Terriers' funding application). It is considered a necessary adjunct to the Pavilion, as the equipment is too large to be stored satisfactorily inside any of the Pavilion changing rooms or Social Room.

Some concern was expressed about the appearance of a sea container in rural surroundings, even though it is not a permanent structure. It might be acceptable to put wooden panels on the outside to help it blend in with its surroundings.

Cllr. Brockbank recommended seeking pre-planning application advice from Craven District Council. Cllr. Ireton offered to assist; Cllr. Thompson to forward to Cllr. Ireton the email correspondence between Cllr. Thompson and CDC Planning.

**Resolved**

To forward correspondence to Cllr Ireton, for his information and help.

It was noted heating has been switched to minimum, using a timer to heat the pavilion at regular intervals during the period it is not being used due to COVID 19 restrictions.

**86/2020 Maintenance Reports**

a) Village Green, including War Memorial

The owner of Hill House will be cutting back the hedges facing the Village Green to help vehicles not encroach on to the Village Green.

The War Memorial is requiring cleaning; Clerk to make enquiries of local resident in first instance, thereafter putting a notice in the next Burtonian asking for help, if necessary.

The Chairman made Councillors aware that, if the B4RN fibre cable is taken across the Village Green, then it might be possible to put in an electricity supply cable to use for the Christmas tree lights in future. It was also mentioned that Malcolm Lund might be able to supply a large tree for the Green, if necessary.

b) Riverside Land

Cllr Mason observed a lot of trees being choked by ivy; the small sign prohibiting vehicles beyond No 5 requires fixing to the post.

The Clerk advised several posts at the entrance to Riverside Land need replacing.

**Resolved**

To get quotes for new posts after the B4RN work has been done; Cllr. Mason to count exact number of posts required.

Cllr. Sedgwick will also look at the posts to see if he can help.

c) Very Old and Separate Churchyard: annual safety inspection

Cllrs. Tate and Thompson will set a date outside the meeting to do the inspection.

d) Street Lighting: no problems to report re street lighting.

e) Public benches: the Clerk noted someone had cleared away dead leaves and trimmed the hedge and grass around the bench at the south end of the Ireby Road (near Twine Walk), which looks very good. The

Council's grateful thanks were noted.

Also noted: the refurbishment of a Millennium seat by a volunteer, for which thanks have been given.

**87/2020 Items to be included by Clerk in press release**

**Resolved**

To place item in the next issue of *Burtonian* about

a) the Community Support Officer

b) the Parish Council's agreement to a wayleave for B4RN to run fibre cable through the Riverside Land.

**88/2020 Date, time and venue next monthly Parish Council meeting**

**Resolved**

The following meeting dates:

Full Council: 7.30pm Thursday 25<sup>th</sup> March 2021

Recreation Field Committee: 7.30pm Thursday 4<sup>th</sup> March 2021

Dates and venue to be confirmed nearer to the time.

The Chairman thanked everyone for attending the meeting via the internet platform.

The meeting closed at 9.15pm

**Signed** .....

**Dated** .....

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**Appendix 1**

**Finances January 2021**

**Bank Balances, including receipts**

Current Account at 15.01.21	300.00
Business Reserve A/c at 15.01.21	35,393.49
	<u>35,693.49</u>

Receipts 15 December 2020 to 15 January 2021	<u>0.32</u>
Interest (30 Dec 2020)	0.32

Less: unrepresented cheques at 15 Jan 2021	<u>-1,080.00</u>
	<b>34,613.49</b>

**Commitments as at 15th January 2021**

Contingency Fund (raised to £5000 per resolution 12/11/18)	5,000.00
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Very Old and Separate Churchyard:

Lych Gate Restoration grant	200.00
Safety Notice, memorials (400) & 190	552.75
Clerk's Retirement Gratuity provision (3% gross annual salary) (ye 2018 2225.70; ye 2019 2297.51)	2,380.29
Village Cricket & Sports Days surplus (2017-2019) for future events	346.22
VE Day Commemoration Group re 75th anniversary	400.00
Pavilion hot water system upgrade	1,870.00
Rural Watch Scheme	200.00
Budget remaining as at report date	<u>2,414.73</u>
	13,363.99

<b>General Reserves at 28.01.21</b>	<b><u>21,249.50</u></b>
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