

**Minutes**  
**Burton-in-Lonsdale Parish Council Meeting**  
**7.30pm Thursday 25<sup>th</sup> July 2019**  
**Village Hall, Burton in Lonsdale**

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**Present:** Councillors Handley, Mason, Salrein, Sedgwick, Tate and Thompson (Chair); two members of public.

**Apologies:** Cllr. Shaw

**In attendance:** the Clerk.

- 1 **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 none declared.
- 2 **Minutes and Matters Arising:** meetings of 23<sup>rd</sup> May & 27<sup>th</sup> June 2019  
**Resolved**  
The Minutes of both meetings were accepted as an accurate record, with no amendments, to be signed at the end of the meeting.
- 3 **Public Questions** or Statements: see attached conditions  
Mrs D Faraday, owner of land adjacent to the south boundary of the Recreation Field, reported a tree from the Woodland Trust area has fallen on to her land and damaged some boundary fencing. She has taken advice from her Land Agent.  
The Clerk confirmed the boundary fence to the east, south and part of the west boundary is the Parish Council's responsibility. The meeting established the fallen tree would have to be removed as soon as possible to enable the fence repair, to ensure it is stock proof.  
**Resolved**  
Cllr. Thompson to inspect the site and communicate with the Woodland Trust regarding removal of the tree, fence repair and reducing overhang of other trees on the boundary.
- 4 **Reports**
  - a) Police: no report
  - b) North Yorkshire County Councillor  
Cllr Thompson reported in Cllr. Ireton's absence:
    - **Vehicle Activated Signs (VAS):** NYCC legal agreement  
It was agreed in a previous meeting (23<sup>rd</sup> May 2019) that a VAS will be purchased to deploy at two NYCC approved sites in the village. Before purchase and deployment a legal agreement must be signed by NYCC and the Parish Council regarding the equipment's use. The agreement has been signed by Cllr. Thompson on behalf of the Parish Council.  
The machine is likely to cost about £2,600; to keep costs to a minimum, the extended warranty will be declined (it does not cover vandalism, accidental damage or damage when moving from site to site) and Cllr. Thompson will collect the sign from Richmond, where he will also get training regarding the installation and use of the sign. The sign will be located at either Bogg Beck/Mt. Wellington or near the former primary school. If successful in reducing traffic speeds, an additional mounting post may be installed by NYCC at other locations (£500 each).  
**Resolved** unanimously  
To buy one Vehicle Activated Sign, taking money from General Reserves.

To inform the council's insurer of the intention to buy the sign.

- Large vehicles on side streets

The Clerk reported NYCC Highways advice that information re road conditions can be sent to a website specialising in satnav information updates.

Councillors considered additional physical signage may be of use.

**Resolved**

To contact Satnav website re update, and to contact NYCC for signs "not suitable for HGVs" for the Chapel Lane/Burton Hill junction into Low Street/Leeming Lane.

c) Craven District Councillors

Cllr. Handley reported the CDC Members' grants of £1,000 per councillor are now available for community use. This will be announced in the *Burtonian* and *Bentham News*.

Planning Matters: none to report.

d) Clerk

YLCA: invitation to send delegate to report 2018-19 village projects

Councillors agreed not to send a delegate, due to unavailability of a councillor.

Correspondence: no urgent correspondence; remaining correspondence is circulated via email.

## 5 Finance Matters

a) Bank balances, including receipts since statement date

The Clerk circulated details of bank balances and commitments to councillors prior to the meeting (see appendix).

b) Approval of payments of budgeted and non budgeted items

**Resolved**

To approve payments as per appendix; cheques to be signed after the meeting.

## 6 Community Orchard

Clarification of area(s) currently maintained by Pals with Trowels; future maintenance and projected costs.

Councillors noted and thanked the Pals with Trowels group for their hard work during the last two years clearing and planting the site. Thanks also to Cllr Thompson and Alban Burns for their assistance with the work. Councillors discussed the cost of on-going grass cutting in the Orchard: the Orchard has enhanced the village greatly. Two proposals: the Parish Council makes an annual donation toward maintenance, and/or the Pals with Trowels apply for a Parish Council grant on an annual basis.

**Resolved**

To write to Pals with Trowels acknowledging their hard work and recommending application be made to the Parish Council on an annual basis for a financial contribution toward the grass cutting.

## 7 Website Compliance

An accessibility statement: required by 23 September 2020

The Clerk reported the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 ("the 2018 Regulations") came into force

on 23<sup>rd</sup> September 2018. Public Sector bodies, including Parish Councils are obliged to ensure their websites are accessible to all people and devices. The council has an obligation by September 2020 to ensure its website/pages are accessible.

**Resolved**

The Clerk to examine requirements and report to council at the September meeting.

**8 Parish Councillor Reports**

a) Village Hall Committee

Andy Ive submitted the following report:

Still waiting for estimates for the toilet block extension. Final plans to be discussed with the architect then application for outline planning to be made.

New lighting with dimmer switches to be installed soon.

Sept 21<sup>st</sup> Big (Bijoux) Burton Bash in the Village Hall. 45 tickets sold already. Simon's band THR33 will be playing. Tickets are £10 each, on sale in the shop.

b) Bentham Common Lands Charity: no meeting, no report.

c) Woodland Trust: no meeting.

d) Local Footpath Volunteers: no report.

Cllr Salrein raised the following points:

- Parking at the bottom of Chapel Lane, near the Leeming Lane junction continues, despite it not allowed under Highways Regulations. This will be reported to NY Police.
- Vehicles mounting the pavement along the High Street continues to cause great concern, due to possible injury or worse. Cllr. Mason went through the various options previously discussed and rejected by NYCC Highways for various reasons.

**Resolved**

To invite NY Police to the September meeting to discuss matter and to seek solution.

- Chapel Lane: vegetation overhanging from property/ies. Cllr. Thompson will ask residents to cut back the vegetation.

**9 Recreation Committee**

a) Grounds and Outdoor Equipment: inspection reports; maintenance

Cllr Thompson reported regular visual inspections continue and a written report will be given to the Clerk. There are no issues.

Grass cutting continues; Councillors are very pleased with the high standard.

b) Pavilion: bookings, maintenance and cleaning

Cllr. Thompson reported he has received an enquiry for a regular booking and will report if the enquiry results in a regular booking.

Cleaning continues at a good standard.

c) Vandalism

The side gate was vandalised recently; thanks to Alban Burns for the repairs.

## 10 Maintenance Reports

- a) Village Green, including War Memorial  
The crab apple tree, planted in March 2007, appears to have died; likely to be due to over enthusiastic strimming, in previous years, around the base, damaging the bark.  
**Resolved**  
To buy a replacement tree, similar characteristics re flowering, leaf colours, height (*malus tschonoskii*) for planting in October/November.
- b) Riverside Land: tree inspection by CDC officer  
The Officer visited the Riverside Land; one ash tree appears to be more affected than others; advice should be sought regarding potential risk.  
**Resolved**  
To seek further advice regarding the ash tree (no. 19 on the 2017 plan condition reported as 'Fair/good; evidence of ash die-back disease; ) and report to council.

8.45pm: Cllr. Handley left the meeting.

- c) Very Old and Separate Churchyard (VOSCY)
- All Saints' PCC statement re tree maintenance in closed churchyard  
Reported as follows:  
"The Parish Church of All Saints in Burton in Lonsdale has been approached by the owners of Harris Garth re leasing the Lych Gate and the walls to the east and south of the area which they garden. They have also requested that the large English yew tree adjacent to the east wall and the Lych Gate be reduced in spread. Both matters are now with the Diocesan Registrar in Leeds.  
Craven District council have approved the request to reduce the spread of the English Yew tree. Application has also been made to the Diocese but it has not yet been considered by the Diocese.  
The church wardens of All Saints wrote an article for the June/July edition of the Burtonian to explain their vision to make the church more attractive and access to different parts of the burial grounds and Garden of Remembrance easier, particularly for less able visitors."
- Mrs Hornyold Strickland (Hill House) advised the meeting of her disquiet regarding the reduction of the spread of the English Yew in the VOSCY.  
It was explained that, whilst the Parish Council is responsible for the VOSCY maintenance (eg grass cutting, headstones, etc), All Saints Church is the ultimate owner of the VOSCY; as such, the council has no powers regarding maintenance.  
**Resolved**  
To forward contact details of the Craven District Council's Tree Officer to Mrs Hornyold Strickland.
- Annual safety inspection  
Cllrs Tate and Thompson to arrange a mutually agreeable date on which to do the inspection and report back to council.
- d) Street Lighting: no report
- e) Public benches  
Cllr. Sedgwick has cut the grass around the two benches on Ireby Road and will do a further cut shortly.

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

Clerk to report on proposed purchase of the Vehicle Activated sign.

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

The next full council meeting will be at 7.30pm on Thursday 26<sup>th</sup> September 2019.

The meeting closed at 9.10pm

**Signed** .....

**Dated** .....

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**Appendix**

**July 2019**

**Bank Balances, including receipts**

Current Account at 15.07.19	300.00
Business Reserve A/c at 14.07.19	<u>34,260.19</u>
	34,560.19
Receipts	<u>139.11</u>
Interest	5.70
OFGEM RHI	93.41
Pavilion Hire	40.00
Less unpresented cheques at 14.07.19	36.00
	<u><b>34,524.19</b></u>

**Commitments as at 25th July 2019**

Contingency Fund (£5000, per resolution 12/11/18)	5,000.00
Very Old and Separate Churchyard:	
Lych Gate Restoration grant	200.00
Safety Notice, memorials (400) & 190	552.75
Clerk's Retirement Gratuity provn (3% gross annual salary) at ye 2019 (ye 2018 £2225.70)	2,297.51
Community Orchard Project: remaining costs	565.49
Pavilion cooker installation	500.00
Pavilion power supply (change of supplier) est outstanding amount	500.00
Budget remaining as at report date	<u>9,176.39</u>
	18,792.14

**General Reserves at 25.07.19**

**15,732.05**

2nd tranche precept due end Sep 2019

8,500.00

**Forecast General Reserves at year end  
31.3.20**

**24,232.05**

non-  
budget

**Payments July 2019**

Budgeted

2329	J Hartley & Sons grass cutting May 2019	604.80	
2330	S Gregory: salary, expenses June 2019	162.35	
2331	HMRC re PAYE Apr, May, Jun 2019	119.40	
2332	I R Thompson re flowers Cllr. Salrein NYCC re street light maintenance costs 2018-19	696.70	10.00
2334	Yorks Water: supply 21 Feb - 6 Jun 2019 Microgeneration Certification Scheme Generation Co.	211.44	36.00
2335	J Hartley & Sons: grass cuts, weed treatment, etc	608.00	
2336	T J Handley: electrical work for pavilion, MUGA supply		875.50
2337	CANX - paid by Pals with Trowels		
2338	S Gregory: salary, expenses, July 2019	217.44	
2339			