

Minutes
Burton-in-Lonsdale Parish Council Meeting
7.30pm Thursday 23rd June 2016
Sports Pavilion, Recreation Field,
Bentham Moor Road, Burton in Lonsdale

Present: Cllrs. Handley, Mason, Salrein, Sedgwick, Shaw, and Thompson (Chairman); 4 members of the public

In attendance: the Clerk.

Apologies: There were none.

- 1 **Code of Conduct and Disclosable Pecuniary Interests**
To record any Councillor's Disclosable Pecuniary Interest relating to this Agenda's items
There were no new interests to declare.
- 2 **Minutes** of Parish Council Meeting of 28th April 2016 and Annual Parish Council Meeting of 26th May 2016
The Minutes of the Parish Council Meeting of 28th April 2016 and Annual Parish Council meeting of 26th May 2016 are accepted as an accurate record, to be signed at the end of the meeting.
- 3 **Matters Arising** from the above Minutes, if not on Agenda
There were no matters arising from the previous two meetings.
- 4 **Co-option of New Parish Councillor**
The Clerk reported no one had come forward regarding the vacancy.
Resolved
To continue making enquiries to encourage applications.
- 5 **Public Questions** or Statements: see conditions below
Cllr Shaw, in her private capacity, raised grave concerns regarding road safety on the High Street and in Burton generally, following an incident which occurred on Wednesday 22nd June. There followed a lively discussion in which several incidents were described and possible solutions were put forward, many of which have been discussed previously both in this council and with NY Police and NYCC Highways, namely:
 - Parked cars on High Street seem to force traffic going in a westerly direction to mount the pavement on High Street's south side. Reversing along the High Street in to any available spaces is difficult due to reduced road width.
 - Yellow lines with both parking bays for example for shop, bus stop and restricted parking times suggested. Disadvantage: traffic speeds may increase.
 - Traffic lights between Manor Close and Townend (east end of High Street) suggested. Disadvantage to have only part of High Street/A687 treated this way.
 - Private sign advising heavy goods vehicle drivers not to use A687 through Burton has been positioned at the junction with A65 at Country Harvest. Query whether person(s) responsible have liability insurance in case of an accident arising from using the sign not to turn on to A867.
 - Heavy goods vehicles appear to be getting larger, both length and width,

which makes using the A687 difficult in places due to narrow carriageway.

The Chairman summarised the points above, and agreeing the Parish Council has a responsibility to raise the matter with North Yorkshire Highways and possibly North Yorkshire Police.

Resolved

To write to North Yorkshire Highways, copying Police and local MP regarding the above concerns, inviting NYCC Highways to do a survey in Burton and make proposals to solve the road safety issues.

It was also suggested it may be appropriate to remind residents not to park too close to junctions (e.g. Chapel Lane/High Street and Manor Close/High Street) as visibility and manoeuvring space is otherwise compromised.

Mr Dodgson raised the matter of heavy goods vehicles, associated with building works at 7 Greta Heath, are using the Riverside Land access track to access the property. This is not in accordance with the agreement the owners of 7 Greta Heath agreed with the Parish Council, namely only accessing the track six times a year and only with a caravan.

Resolved

To write a letter to the owners, drawing their attention to the terms of the agreement, and requesting the situation is resolved as soon as possible.

6 Reports

a) **Police:** no report.

b) **North Yorks County Councillor:** no report.

c) **Craven District Councillors**

- **Planning Matters:** applications, decisions.

Application: 15/2016/16790 Sycamores & Beeches Cottage, Barnoldswick Lane, Burton in Lonsdale.

To remove Condition 7 of original planning permission referenced 5/15/128 and allow unrestricted occupancy of both properties.

Comments were invited from Councillors.

Cllr Shaw considered that, having reviewed all the paperwork submitted with the application, all previous application refusals appear to have been complied with.

Resolved

No further comments to be made.

Decision: 15/2016/16700 First floor extension to existing bungalow, plus a single story side extension to the west elevation and internal alterations, 11 Greta Heath, Burton in Lonsdale. Refused.

Following the above plan's refusal, the applicants contacted the Parish Council regarding the Craven District Council Planning Committee meeting at which the decision was made and which Cllr Thompson attended, as a member of the Planning Committee. Cllr. Thompson explained he was not speaking on behalf of the Parish Council as the March meeting of the Parish Council had resolved to make no comment about the application.

Rather, he spoke as Ward Councillor in support of the residents who had expressed concern about the impact that the proposed design would have on them. He excluded himself from the vote and sat in the public area while the

application was considered by the committee. He assured the applicants that if they decided to submit a revised design supported by the neighbours, he would be happy to support the revised application.

- **Craven District Council consultation:** Statement of Licensing Policy (Licensing Act 2003).

Cllr Thompson explained this was a review of procedures involving licensing for alcohol, taxis, and music in public places.
No comments were made.

- c) **Clerk: YLCA;** Correspondence, including new Association of Local Council Clerks arising from SLCC EGM of 10th June 2016.
The SLCC has formed a new union for Council Clerks, now called the Association of Local Council Clerks (ALCC), and of which the Clerk is a member (continuing the membership from that of the SLCC).

7 Finance Matters

- a) **Bank balances, including receipts since statement date**

The Clerk reported the bank balances as per the Appendix

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

Resolved

To approve the May payments as prepared by the Clerk, as per Appendix

- c) **Annual Return 2016: approval for publication on council website**

The Clerk explained that, following submission of the Annual Return to the external auditors, the Annual Return (as a draft) must be published on the parish council's website.

Resolved

To publish the Annual Return, as a draft, on the Parish Council's website at the earliest opportunity.

- d) **Burton Pals with Trowels:** request for financial support re village signs project

Cllr Thompson informed the meeting he is investigating if an arrangement with a Streetworks accredited supplier can support a lower cost contractor, and will report to the council at the July meeting.

Resolved

To invite Burton Pals with Trowels to submit a formal grant request in time for the council's October budget meeting.

8 Parish Councillor Reports

- a) **Village Hall Committee**

Cllr. Salrein reported repairs to the floor have been done; a table tennis club will be starting on a Thursday morning.

- b) **Bentham Common Lands Charity**

Cllr. Thompson reported the Charity has appointed a new chairman, Tim Stannard; a formal meeting has not yet been held.

- c) **Woodland Trust:** nothing to report.

- d) **Joint Access and Rights of Way Committee:** to note dissolution of the committee and future arrangements re notification of maintenance matters.

Resolved

To remove this item from future agendas; to note a group of local volunteers will be working with the single Ranger remaining, on a small project in Bentham next week, and it is hoped to continue the arrangement in the future.

- e) Cllr Sedgwick reported that, following the road resurfacing work, the loose chippings warning signs at Ireby Road junction with A687 obstruct drivers' view of on-coming traffic.

Resolved

To request NYCC Highways remove the signs at the earliest possible moment.

9 Recreation Committee

Play Area inspection reports: none reported.

Pavilion:

- web bookings and payments
Cllr Thompson reported the pavilion's website is now 'live'; however, the bookings and payments section is not yet 'live'.
- maintenance, including cleaning:
It was reported that a damp patch has been noticed on the outside of the building; a regular cleaning 'slot' has not yet been agreed.
- risk assessment
Cllr. Thompson indicated the above items would be dealt with by the Recreation Committee.

Resolved

The Clerk to nominate a suitable date, time and venue, together with an agenda, for the Recreation Committee to discuss and resolve these items.

10 Maintenance Reports

- a) **Village Green, including War Memorial:** nothing to report
- b) **Riverside Land:** the waste water treatment works access track has been re-gravelled; the tree trunk previously in the middle of the river has been pulled to the bank below the houses.
- c) **Very Old and Separate Churchyard:** one full grass cut has been done this season and it is hoped to do one more before the end of the season.
- d) **Street Lighting:** nothing to report.
- e) **Public benches:**
 - Bench outside the school very rusty and requires work, urgently. Cllr. Thompson to investigate
 - Benches on Village Green appear to be acquiring a layer of moss. Clerk to seek advice.
 - Benches on Ireby Road requiring grass cutting around area; Cllr Sedgwick to do shortly.
 - Bench on Bentham Road, opposite Rec. Field needs grass cutting; Clerk to do shortly.
- f) **Public Footpaths:** see above

11 Items to be included by Clerk in press release

Although specific items, casual vacancy to be publicised.

12 Date, time and venue next monthly Parish Council meeting

7.30pm, 28th July 2016, in the Village Hall.

Meeting closed at 8.45pm.

Signed

Date

Appendix

Bank Balances, Commitments, & Payments June 2016

Bank Balances, including receipts

Current Account at 15.06.16		300.00
Business Reserve A/c at 15.06.16		25,144.96
		<u>25,444.96</u>
Less unrepresented cheques at 15.06.16		-75.00
receipts included:		
	BRG re tables	336.50
	BRG re pavilion social room hire	66.00
	Bank interest	1.20
		<u>25,369.96</u>

Commitments at June 2016

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
Sports Pavilion Maintenance Fund (£1,000 pa, Minute 7e 28 Nov 2013, £644.25 insurance)		2,644.25
Budget remaining inc June payments (net of VAT)		13,447.00
		<u>22,229.25</u>

Payments June 2016

2013	NYCC re street light maintenance 2015-16	420.88	already paid
2014	Horton Landscaping Ltd re grass cuts May 2016	372.00	
2015	J Hartley & Sons re grass cutting Pitch Sep 2015	124.80	
2016	Impact Promotional Merchandise Ltd re medals for Fun Run	124.20	
2017	Lampe UK re toilet roll holders: Pavilion	75.51	
2018	Gregory & Co re email and broadband service Jun qtr 2016	36.00	
2019	S Gregory (Clerks salary, telephone, Use of home Jun qtr)	277.74	
2020	HMRC re PAYE Clerk June 2016	41.00	
2021	Yorkshire Water	32.65	
		<u>1,504.78</u>	
	To pay	1,504.78	