

**Minutes**  
**Burton-in-Lonsdale Parish Council Meeting**  
**7.30pm Thursday 26<sup>th</sup> July 2018**  
**Village Hall, Burton in Lonsdale**

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**Present:** Cllrs. Handley, Mason, Salrein, Sedgwick, Shaw, Tate and Thompson (Chair); PCSO Amanda Preston, County Councillor David Ireton, 14 members of the public

**Apologies:** Simon Willan.

**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

None declared.

**2 North Yorkshire Police Take Five Fraud Prevention Talk**

PCSO (Police Constable Supporting Officer) Amanda Preston introduced herself to the meeting; PCSO Preston works from Settle Police Station, along with PCs Jayne Grace and Helen Stringer; her colleagues PC Andy McClurg and PCSO Barbara Parsons work from Ingleton Police Station, in the area between Burton in Lonsdale and Hellifield.

The 'Take Five' Campaign is a campaign to encourage people to stop, pause, and think about the personal information they are giving out in various situations, as personal information is increasingly becoming a source of information for scams, which are, in essence, confidence tricks, using modern technology.

A booklet, "Take 5" was given out to the meeting; this is the 2<sup>nd</sup> talk given to the public; the first talk was to Age Concern at Settle.

Some scams were identified, namely "phishing", and "ransomware" social media data theft; also snail mail items, and doorstep sellers.

The basic principle: the scam/conman is after your money! Your personal data, e.g. date of birth (d.o.b.) and bank details (pin and account number) are essential to access your money. If you are contacted out of the blue and offered money/competition winnings, etc, provided you give out your bank details, DON'T!! If it seems too good to be true, it often is. Be vigilant, be aware at all times.

"Phishing": emails or letters requesting payments for unsolicited goods or donations to unknown organisations, or to 'insure'/'protect' your accounts. Do NOT open or respond to these communications. If you hand over your bank details or i.d. details, you will lose money; your i.d. details will be used for further fraud.

"Ransomware": the first contact is by telephone, usually claiming your computer has done something 'terrible' to a large company's computer system. You are asked to give pay money to correct the 'fault'; you are told to check with the company the fault has occurred and to pay the money 'direct' to the company; you are given the telephone number; however, the caller does not disconnect the call at their end, even though you might have disconnected your telephone to end the call. When you make the call to check and pay, all you are doing is speaking to the original caller, who acts as though they are from the company and will ask for your bank details. This will give the fraudster access to your bank account. Do NOT do it!!! The most common "ransomware" attacks

use the company TalkTalk as the 'excuse' for the malfunctioning computer system. Other companies'/organisations' computer failures reported in public media may also feature in this scam.

Social Media: e.g. Facebook, Twitter, Whatsapp, etc. Identity fraud relies on harvesting personal data from social media, e.g your date and place of birth, address, etc., which can be used to open fraudulent bank accounts, etc. Your family and friends will already know these details; think twice before putting them on publicly accessible social media; check the privacy settings to protect such data. The best policy: don't put personal details on public social media. Also, do not 'share' too much personal information, e.g. when you're on holiday, as this tells others your property is empty, and could result in a burglary.

Personal information is very valuable to scammers. You may get either an email or letter supposedly from either your bank or HMRC, asking for confirmation of bank details. Stop, take five, and think: why ask for my details when they already have them? Banks and HMRC do not contact you by email; this is a scam to get you to divulge your personal information so that it can be used fraudulently, either to steal from you, or from others.

Money collections: a similar scam to that of ransomware is a telephone call that tells you someone will be sent to your address to collect money (for whatever reason). This is a scam. Do NOT let anyone into your property. If someone appears on your doorstep demanding money, call the police on 999 immediately; a police officer should come out to you as soon as possible. This should deter most comen.

Doorstep callers: this may take the form of a knock on the door, and you being told there's a problem with your roof, your water supply, etc, all of which are a pretext to gain entry to the house in order to search it for easily stolen items eg jewellery. Recently doorstep fish sellers using aggressive sales techniques have been reported in the area. Do NOT allow them on your property or in the house. Call 999 to report their presence in the area.

The Peddlers Licence is available from the police force and valid for one year; it is a formal document with the police force crest, and signed by the Chief Constable; a doorstep seller who presents a scruffy piece of cardboard with a fuzzy photo is unlikely to be legitimate. In this area, doorstep sellers are often from Middlesbrough. If you have one call, please report to the police.

All the above can be reported to the police (either 101, or 999, depending on the level of urgency) or direct to Action Fraud a London-based organisation (telephone 0300 123 2040 or via the online reporting tool at <https://www.actionfraud.police.uk/report-a-fraud-including-online-crime-questions>), which collects all reports of attempted (or successful) fraud in order to build a bigger picture of fraudulent activities nation-wide.

Cyber security is increasingly taught in PSHE (Personal, Social, and Health and Economic Education) lessons at schools; ensure your children are aware and encourage them to be vigilant. More information can be accessed at: <https://www.gov.uk/government/publications/personal-social-health-and-economic-education-pshe>; and <https://www.pshe-association.org.uk/>;

More information can be found on the North Yorkshire Police website page: <https://northyorkshire.police.uk/staying-safe/fraud/take-five-north-yorkshire/>.

The Chairman thanked PCSO Amanda Preston for a very informative talk.

**3** Minutes and Matters Arising of Parish Council Meetings of 19<sup>th</sup> April, 17<sup>th</sup> May and 28<sup>th</sup> June 2018

**Resolved**

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

Cllr. Salrein repeated her doubts concerning the bicycle track (see Minutes 28<sup>th</sup> June and 25<sup>th</sup> June) and her wish not to be associated with the cycle track in its current form.

Recreation Field items discussed at item 9 below.

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

Steve Hammond spoke about residents' concerns re traffic speeds in the village and in particular on the Ireby Road; the most hazardous times seem to be early morning (about 6.15 – 8.30am) and school pick-up time. Fortunately no-one has been injured; however, several family pets have been run over, the latest just two weeks ago. Residents feel it's not safe to walk with/without dogs, as there is no pavement, and hedges encroach on the little space available for pedestrians to walk along.

The Chairman asked PCSO Amanda Preston to report to NY Police the residents' concerns, not only about Ireby Road, but also the rest of the village.  
The remainder of the discussion continued in Item 5b below.

**5** Reports

a) Police: crime report not yet received for Burton for July.

b) Roads to and from Burton; traffic speeds; discussion

The meeting agreed that speed through the village is an increasing and ever more hazardous problem. Currently, most of the evidence is anecdotal with the exception of a recent "95 Alive" report on traffic speeds, the number of vehicles doing more than 30mph along Bentham Moor Road, near the Recreation Field. No prosecutions were made, as it was a data collection exercise. County Cllr. Ireton indicated it is possible to request further "95 Alive" monitoring in order to gather more evidence to show traffic speeds.

The Chairman proposed and it was

**Resolved**

To request a further "95 Alive" report for roads in and around Burton, in order to gather more evidence of traffic speeds to support requests for traffic speed regulation measures.

PCSO Amanda Preston advised the meeting of the Community Speed Watch, a scheme whereby volunteers are trained to use a speed gun to monitor traffic speeds. Anyone exceeding speed limits are sent warning letters. Prosecutions cannot be made, as the monitoring is by volunteers, not the police.

She also advised the meeting the community should ask North Yorkshire Police what speed monitoring and control schemes it would recommend for Burton in Lonsdale (a 'personalised' scheme).

County Cllr Ireton also advised permission is required from North Yorkshire Highways to install fixed speed cameras; he also indicated he would be able to access some funding through two of NYCC's funds for a speed camera purchase.

In addition to the above discussion, resident Cliff Jones enquired “When is it illegal to park on the pavement?”. Both PCSO Preston and County Cllr. Ireton confirmed parking on a pavement is illegal when a pedestrian is unable to walk on the remaining (if any) pavement. The usual rule is that there should be enough space for either a pram or wheelchair to safely negotiate the pavement space left by a car parked on the pavement.

Finally, the meeting was advised the 20mph limit is enforceable if it is a Traffic Order. It is not enforceable if it is ‘advisory’.

The Chairman thanked residents for their contribution to the discussion, and PCSO Preston and County Cllr. Ireton.

- c) North Yorks County Councillor  
Cllr. Ireton reported the Bentham Extra Care scheme is back on track; clearing the site, ready for construction, will start during August.

PCSO Preston left the meeting.

- c) Craven District Councillors  
Planning Matters  
**Application 2018/19517HH /19518LBC** Thornton Cottage, High St  
Demolition of existing rear porch extension. Erection of single storey sun lounge. Re-roofing using natural blue/grey slates.  
There were no comments to make, regarding this application.

**Resolved**

As there were no comments to make about the application, there would be nothing submitted to CDC Planning about this application.

- d) Clerk: YLCA; Correspondence  
The Clerk drew Councillors attention to two envelopes of recent issues of The Clerk and Clerks and Councils Direct, being circulated after the meeting. Remaining correspondence has been circulated by email.  
There was nothing to report regarding the YLCA.

## 6 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); the figures were read to the meeting.
- b) Approval of payments of budgeted and non budgeted items  
**Resolved**  
To approve payments as per appendix; cheques to be signed after the meeting.
- c) Risk Assessments: review  
Revised copies of both the general physical and financial risk assessments were circulated immediately after the June meeting; there were no further comments.  
**Resolved**  
To adopt the revised Risk Assessments for the year 2018-19, and to make amendments as and when the need arises.

## 7 Tea on the Green 2019

Request to hold event on Village Green Summer 2019

Mrs B Strickland explained to the meeting the proposal arises from discussions

with residents around the Village Green, where it was considered beneficial for the community to hold such an event, previously very successful in the past.

The proposal is to hold an event for 2 to 4 hours, on the Village Green, serving teas, cakes and with activities for all. The event will be weather dependent (it is noted the 2018 summer is exceptional and unlikely to be repeated, it not having rained significantly since the beginning of May and the areas experiencing exceptionally high temperatures).

**Resolved**

The Council supports the idea and suggests further discussions can be had later when firmer plans are available.

**8 Parish Councillor Reports**

a) Village Hall Committee

Cllr Salrein reported a new fire door between the kitchen and main entrance is being installed.

b) Bentham Common Lands Charity

As yet, no meeting has taken place; however, Cllr Salrein, in her personal capacity as a Trustee, has contacted the Woodland Trust to set up a meeting; as yet, there is no reply.

c) Woodland Trust: no report.

d) Local Footpath Volunteers

Cllr. Thompson reported there has been no progress regarding additional works to the steps down to Bogg Beck; further progress relies on input from NYCC's Countryside Volunteers Section.

**9 Recreation Committee**

a) Play Area inspection reports

Cllr. Thompson reported the inspections are up to date; the log has to be completed for the last couple of inspections; all appears to be in good condition. The new equipment is now included in the inspection routine.

Outdoor Gym: following the after-meeting site visit, it was decided not to replace the cycle with a different item, as it was felt the cycle was easy enough even for the most unfit, to use, and that the proposed item was not 'interesting' enough.

**Resolved**

To retain the cycle item of the outdoor gym.

Bike Track

Cllr. Tate raised the matter of the bike track condition, noting there is evidence of wear, and some large protruding stones, and suggested some resurfacing is required. The Chairman explained to councillors there is a choice between getting a paid contractor to do the work, or waiting for volunteers to do the work.

**Resolved**

To ask a contractor to do work, using volunteers' assistance, up to the value of £250.

b) Pavilion: bookings, maintenance, including cleaning

The Clerk reported August has a lot of bookings for both the Field and the Pavilion.

Cooker Installation: a short discussion established it would be desirable to get an itemised quote for the installation of a cooker and associated

fireproofing materials and works, to assist decision making regarding installation of a cooker in the pavilion's kitchen.

The Clerk reported the cleaner has asked the window cleaner to clean windows on a monthly basis, following the window and veranda cleaning in June.

**Resolved**

The windows to be cleaned by a window cleaner on an 'as and when' basis, when requested by the Clerk. To be reviewed as and when necessary.

Banners

A comment was made about the number of banners attached to the railings on the veranda, blocking spectators' view of the Recreation Field. A suggestion was made to move the banners to the railings at the side of the pavilion, facing the car park and play area.

**Resolved**

To request the banners are moved, to ensure better visibility to play area and car park users, and to enable unimpeded views to the Field.

Cllr. Ireton advised banners and similar advertising can be put up for 28 days without planning permission.

Public Toilets at the Pavilion

Mike Illsley reported there have been a number of requests for a toilet to be made available to Recreation Field users. Discussion established councillors think this is a good idea; however, there is concern about potential vandalism. Upgrading CCTV system is considered an essential preventative measure. Other concerns were about who would unlock/lock and clean the toilet/s.

As a first step it was

**Resolved**

To put a notice in both the Play Area and the Village Shop asking for volunteers to unlock and lock the Referee's toilet at the Pavilion for a test period (eg the school summer holidays).

To get quotes for installing a coin operated lock on the outer door.

**10** Maintenance Reports

a) Village Green, including War Memorial

The Clerk confirmed a letter has been sent to the resident who offered to look after the bench.

Cllr. Salrein reported a muddy patch outside the church gate; she will identify the site to Cllr. Tate, after this meeting; Cllr. Tate to report exact site to councillors in due course.

b) Riverside Land No report.

c) Very Old and Separate Churchyard

The grass has been cut (not collected) by the contractor, as arranged.

d) Street Lighting: consideration of request for removal of street light at 6, Duke Street

It was agreed to visit the site after the meeting to confirm the address and assess likely impact of removing the light.

**Resolved**

To consult residents nearby as to general thoughts about removing the light.

e) Public Benches

The Village Green benches have not yet been oiled/varnished; Mike Illsley to look at the benches to assess work required.

Bench at school entrance (metal) is in poor condition; Mike Illsley will inspect and report what work is required.

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

To report the Fraud Prevention Talk, and give web site addresses for reference.

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

Thursday 27<sup>th</sup> September, at 7.30pm, in the Village Hall.

The meeting closed at 9.38pm

**Signed** .....

**Dated** .....

**July 2018**

**Bank Balances, including receipts**

Current Account at 13.07.18		300.00
Business Reserve A/c at 13.07.18		33,065.97
		<u>33,365.97</u>
Receipts	<u>318.04</u>	
M Christie Fun Run entry	5.00	
Interest	1.43	
Lonsdale Archers & Cycling Club re notice board	53.38	
Bowling Club lease and Fun Run entry	42.43	
Fun Run Entry Fees	65.80	
R Dakin re Pavilion Booking 22-27 August 2018	150.00	
Less: unrepresented cheques at 26.07.18 meeting	496.43	
		<u><b>32,869.54</b></u>

**Commitments as at 26th July 2018**

Contingency Fund		2,000.00
Very Old and Separate Churchyard:		
Lych Gate Restoration (200 +500)		700.00
Safety Notice, grass (106.75) & memorials (850) & 190 Clerk's Retirement Gratuity provn (3% gross annual salary) at 11/17		696.75
Community Orchard Project: remaining costs		2,225.69
Budget remaining at 26.07.18		2,340.00
		<u>9,186.71</u>
		<u><b>17,149.15</b></u>

**General Reserves at 26.07.18**

**15,720.39**

**Payments July 2018**

	<u>VAT</u>	<u>Gross</u>
2225 I R Thompson re Emergency Plan event		4.70
2226 J Hartley & Sons grass cutting June 2018	59.40	356.40
2227 S Gregory, clerks salary July 2018; expenses	23.06	311.26
2228 HMRC PAYE July 2018		39.80
2229 M Christie refund re Pavilion Social Room hire		20.00
2230 Lawsons Hazelwood Ltd re soil for orchard	147.00	882.00
2231 S Dent re labour re orchard soil		135.00
2232 C Edmondson re pavilion cleaning July 2018		40.00
		<u>1,789.16</u>