

DRAFT MINUTES TO BE APPROVED AT THE NEXT MEETING

LONG PRESTON PARISH COUNCIL

THURSDAY 10th MARCH 2016

DRAFT MINUTES

Present: Cllrs Goodall (Chairman), Tyrer (Vice Chariman), Kay, Inglis, Morley and Sturgess

In attendance: Gillian Muir (Parish Clerk & RFO), CDC Cllr Moorby, YDNPA Area Ranger Cat Kilner and 11 members of the public.

1. Opening and Public Participation

The Chairman invited members of the public to put forward concerns or make comments. A member of the public requested that a dog waste bin is positioned at west end. Councillors discussed the feasibility of re-locating the dog waste bin at the Rohan Shop to the top of Moor Lane.

2. Apologies and reasons for absence – none.

3. Code of Conduct and Disclosable Pecuniary Interests

- a. Cllr Kay stated an interest in item 9 as Chairman and parish council representative of the Playing Field Association. No further Disclosable Pecuniary Interests or other interests were recorded in relation to items on this Agenda.
- b. No requests were made for dispensations in connection with items on this Agenda.

4. Confidential agenda items – item 18 will be discussed in private session.

5. Minutes of council meetings

Council **RESOLVED** that minutes of the Long Preston Parish Council meetings held on 14th January 2016 and 11th February 2016 should be approved and signed by the Chairman, Cllr Goodall, as a true and accurate record.

6. Back Green Access to Back Green Barn and 3 & 4 Back Green

The Chairman welcomed the owners of Back Green Barn and 3 & 4 Back Green to the meeting. Concerns regarding access over Back Green were summarised. The special status of Long Preston's village greens was explained.

Cllr Tyrer made a statement describing how the village greens came into ownership of the parish council and how they are protected by covenants, legislation and bye-laws. Access rights over Back Green to both properties were outlined. It was suggested that the owners of 3 & 4 Back Green apply to the council for an easement to improve vehicle access and enable connection to services.

In the meantime it was maintained that no vehicles should park on the Green, no materials deposited and left there, no damage done to the surface of the Greens. The Council will meet shortly and will be able to consider any easement request and the continued short term use of vehicular access to the rear of the barn. The Council will be as co-operative as possible to both sets of owners as they wish to see both properties developed.

Seven members of the public left the meeting.

7. Issues relating to Craven District and North Yorkshire County Councils, the Yorkshire Dales National Park Authority, the Police, Parish Council Representatives to External Bodies

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Cllr Moorby reported on the 2016-17 council tax level for a band D house in Long Preston and explained how the money collected is used to pay for services provided by Craven District Council, North Yorkshire County Council, the Parish Councils, North Yorkshire Fire Authority and North Yorkshire Police Authority. In response to recent correspondence published in the Craven Herald, Cllr Moorby praised the work of Long Preston Water Trust in maintaining strict safety procedures to deliver safe, clean drinking water.

7.1 Local occupancy condition and PROW maintenance

There was no update regarding the local occupancy condition.

YDNPA Area Ranger Cat Kilner discussed a proposal for PROW maintenance in the parish. The budget allocated by YDNPA for this work is approximately £200.

RESOLUTION: the parish council will undertake a schedule of strimming 5 footpaths in Long Preston on behalf of YDNPA.

7.2 Highways issues relating to Green Gate & Moor Lanes

Cat Kilner reported on repair works to Moor Lane. Drainage and re-surfacing works will take place in April and May. Craven District Council is investigating incidences of fly-tipping. No traffic regulations were broken although North Yorkshire County Council may review weight limits on the affected route.

8. Web and mobile phone based communications

Photos of councillors will be taken for the website.

9. Playing Field

9.1 Cllr Kay presented the following items. Cllr Kay is the Chairman and parish council's appointee to the PFA:

- a. Discussions relating to the playing field lease were held over to the May meeting. A 25 year action plan for the site will be presented at this meeting to illustrate what steps will be taken to maintain and improve the site.
- b. Council supported a woodland planting scheme for the playing field.

9.2 Motion 9.2.a. to 9.2.d. presented by Cllr Sturgess was not seconded, there for not debated or carried:

- a. The parish council acknowledges that current circumstances mean that the running of the playing fields requires financial contributions from the parish council
- b. Until the Trustees of the Playing Fields Association inform the parish council that it is in a position to make its own arrangements, the parish council will arrange for the grass on the playing field to be mown as part of the council's mowing arrangements. The cost of this will be separately accounted for both in the monthly payment of bills and in the council's budget and accounts
- c. The Playing Field Association can apply for grants for specific purposes from the council's funds allocated for grant making where they will be treated *pari passu* with other applications
- d. If it is felt that the financial support outside those areas will be required then this must be put into the annual accounts budget and clearly accounted for as money paid to the Playing Fields Association for the running of the playing fields

10. Parish Maintenance and Assets

10.1. Street Lighting

- a. Street lighting installation and maintenance – no matters to report.
- b. As agreed at the January meeting, Cllr Tyrer will write to Electricity North West (ENW) to explain the financial position of the council and query their decision to condemn the lights at Bridge End and Station Road. The Chairman will make enquiries to determine ENWs schedule for removing the lights.

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- c. **RESOLUTION:** new street lights located at Station Road 1, School Lane/Moor Lane and Bungalows at West End will be added to the asset register
- d. Harrison and Cross Ltd have advised that the broken street light at West End Barn would not be cost effective to repair.

RESOLUTIONS:

- the broken street light at west end will be removed
- the Chairman will obtain an estimate from ENW for this work
- neighbouring households will be informed of this decision

- 10.2. **RESOLUTION:** the lengthsman will be asked to carry out the first cut in the Baptist Burial Ground the first week in April.
- 10.3. Construction of a bye-laws board – held over to the next meeting.
- 10.4. Tasks for the parish lengthsman – held over to the next meeting
- 10.5. Other parish maintenance matters – held over to the next meeting

11. Policies

- 11.1. The review of Standing Orders was held over to the next meeting.
- 11.2. The review of Finance Regulations was held over to the next meeting.

12. Annual Parish Meeting

The annual parish meeting will be held on Monday 21st March 2016. Local community groups will be invited to attend. It will be a smaller scale meeting than that held in 2015. The impact of road closures for the Tour de Yorkshire event will be discussed.

13. Celebration of the Queens 90th birthday

The possibility of lighting a beacon in the playing field was debated. Further discussion will take place at the annual parish meeting to encourage other community groups to get involved. The Clerk will check the council's insurance cover for such events.

14. Finance

- 14.1. **RESOLUTION:** payment of accounts was authorised as outlined in the finance statement dated 10th March and listed below:

Long Preston Village Hall	Hall hire	£	51.00
John Goodall	Chairman's expenses	£	19.00
Harrison and Cross Ltd	Repair to street lights	£	204.89
E.ON	Electricity	£	156.20
YLCA	Subscription fees	£	281.00
Gillian Muir	Clerk's Expenses	£	36.77
5quidhost (payment via bank transfer)	Website hosting	£	30.00
Total		£	778.86

- 14.2. **RESOLUTION:** The finance statement dated 10th March 2016 was reviewed and approved.
- 14.3. It was noted that a cheque for a £360 donation made to the PFA for grass cutting has been returned and destroyed.
- 14.4. Verification of the bank statements for Quarter 3 was held over to the next meeting.
- 14.5. Review of the budget for 2016-17 was held over to the next meeting.
- 14.6. Comparison of the predicted vs actual payments and receipts for the year to date was held over to the next meeting.
- 14.7. The report outlining the effectiveness of the internal audit procedures including financial risk management and budgeting was reviewed and approved.

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- 14.8. **RESOLUTION:** Yorkshire Internal Audit Services was appointed as the internal auditor to assess the 2015-16 accounts and processes. The cost is estimated to be £200.
- 14.9. Arrangements were made for the annual asset condition survey. Results will be reported at the May meeting.
- 14.10. The decision to sign the contract to adopt the telephone kiosk by Maypole Green was held over to the next meeting.
- 14.11. Other financial matters – none.

15. Planning

15.1 Applications:

- a. C/52/715 full planning permission for demolition of existing ground storey rear extension and erection of new bedroom over kitchen rear extension, 5 School Lane, Long Preston. No objections were raised.

15.2 Decisions:

- a. C/52/713 Full planning permission for erection of four dwellings including two affordable with new access drive, Part Field 308, Main Street, Long Preston. Not yet decided.
- b. C/52/706 Full planning permission for change of use of building to form single dwelling for local occupancy, The Garth, Grosvenor Place, Long Preston. Withdrawn

15.3 Other planning issues

- a. Discussions to support a petition to give local councils the right to appeal planning decisions were held over.
- b. The following planning application was received after publication of the agenda:
YDNPA: C/52/681A variation of conditions 2, 5 and 7 of planning permission C/52/681 in respect of changes to windows, rooflights and doors, Ivy House, Church Street, Long Preston. No objections were raised.

16. Correspondence

- 16.1. **RESOLUTION:** council will support a grant application made by Long Preston Village Hall to Craven District Council for an alarm system.

17. Items of information & proposals for future meetings

- 17.1. Councillors noted the freedom of information request and subsequent response made regarding the playing field.

- 18. **RESOLUTION:** press and public were excluded from the meeting to enable matters regarding the 2016 village green grass cutting contract and staffing to be discussed in private session.

Four members of the public left the meeting.

19. Date of the next meeting

RESOLUTION: the Annual Parish Meeting and an extraordinary parish council meeting will both be held on Monday 21st March. The next ordinary meeting will be held on Thursday 5th May 2016. Both sets of meetings will start at 7.30pm in Long Preston Village Hall.