

# LONG PRESTON PARISH COUNCIL

THURSDAY 1<sup>ST</sup> OCTOBER 2015

## MINUTES

**Present:** Cllrs Goodall (Chairman), Tyrer (Vice Chariman) Inglis, Kay, Morley and Sturgess  
**In attendance:** Cllr Moorby, Gillian Muir (Parish Clerk & RFO) and 4 members of the public

### 1. Opening and Public Participation

Concerns about dog fouling on village greens were raised. Health and safety implications were discussed. The parish council urged the public to report incidences of dog fouling via the website or by contacting the clerk or a councillor. The council will monitor the situation.

### 2. Apologies and reasons for absence: none

### 3. Code of Conduct and Disclosable Pecuniary Interests

- a. No Disclosable Pecuniary Interests (DPI) 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 15 will be discussed in private session.

### 5. Minutes of the council meeting held on 3<sup>rd</sup> September 2015

Council **RESOLVED** that the minutes of the Long Preston Parish Council meeting held 3<sup>rd</sup> September 2015 should be approved and signed by the Chairman, Cllr Goodall, as a true and accurate record of the meeting.

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

Cllr Moorby reported on issues relating to Craven District Council including the rising cost of recycling; the timetable for approval of the Local Plan, the spatial housing strategy review and the wheeled bin collection point policy which has yet to be introduced. Cllr Moorby's concerns about road safety were also discussed and he is pleased that the parish council is investigating the possibility of joining the Temporary Vehicle Activated Sign Initiative.

Cllr Kay reported that Yorkshire Dales National Park Authority has decided not to create a new public right of way that would lead to the proposed new Pennine Bridleway crossing in Long Preston. The Clerk will contact Head of Ranger Services Alan Hulme to seek clarification on this issue.

#### 6.1 Dog foul bins

Further to item 6.2 of the meeting held on 2<sup>nd</sup> July, the cost of purchasing new dog waste bins was discussed.

**RESOLUTION:** payment was approved for the purchase of 3 dual purpose dog waste/litter bins each costing £150 plus £25 for delivery/installation. These will be sited by the Post Office, on Green Gate Lane near Maypole Green and on the northern side of the A65 at West End near the bus stop.

## **6.2 Temporary Vehicle Activated Sign (VAS) Initiative**

North Yorkshire County Council's invitation to join the temporary VAS Initiative was considered. Temporary signs that display a 30 or 40mph speed limit reminder are available for deployment 3 times a year for a period of 4 years.

**RESOLUTION:** the Clerk will contact NYCC to express an interest in joining the scheme and to request information regarding cost.

## **7. Web and mobile phone based communications**

5QuidHost is the new hosting provider for the website.

The Chairman and Cllr Inglis will now share responsibility monitoring mobile phone calls.

## **8. Finance regulations**

**RESOLUTION:** the amended finance regulations were approved and adopted.

It was noted that only 2 signatories are now required to approve financial transactions e.g. signing cheques.

## **9. Parish Maintenance and Assets**

### **9.1 Street lighting**

An order has been placed with NYCC to install / replace street lights at the West End Bungalows (SL043), Back Lane (SL007 and SL008), Station Road (SL040) and Green Gates Lane/School Lane (SL029) at an estimated cost of £3222 plus VAT to be paid for using funds from the anonymous donation. Lights at West End, Station Road and Green Gates Lane/School Lane have already been installed but have not yet been connected.

As a result of the condition survey, an order has been placed with Harrison and Cross Ltd to repair the outed street lights at West End Substation (SL004), Main Road, Burial Ground (SL013) and Main Road, Station Road jnct (SL033). It was noted that outed lights on Backlane 2 (SL008) and Station Rd 1, Nr Todd Styles (SL040) have been disconnected and replacements ordered.

### **9.2 Protection and enhancement of village greens**

**RESOLUTION:** The lengthsman will install 10 no parking signs at appropriate locations on village greens throughout the parish in consultation with the Chairman and Cllr Tyrer.

### **9.3 Village green grass cutting**

The grass cutting contract for April 2016 onwards was considered. The new finance regulations state that a tender process is not now needed for the grass cutting contract but that 3 estimates would be required. Various options were discussed including the purchase of a mower which could be used by the lengthsman or other local contractor.

#### **RESOLUTION**

- Cllr Tyrer will investigate the cost of purchasing a new or used mower.
- The Clerk will determine if the grass cutting contract could become part of the lengthsman contract.
- Council will consider if the playing field should become part of the 2016 grass cutting programme at the November meeting.

### **9.4 Benches**

#### **RESOLUTIONS:**

- Cllr Kay will liaise with the Lengthsman about relocating the bench on Moor Lane to the junction of Beck Lane and Moor Lane.

- In response to a request from John Sellers representing Long Preston Heritage Group, the bench on Kayley Hill will be re-positioned for a trial period to ensure it does not interfere with the visibility of the village stone sign.

### 9.5 Parish Lengthsman Tasks

The lengthsman tasks for this month were confirmed as follows:

- Re-location of bench on Moor Lane in consultation with Cllr Kay
- Re-positioning of bench on Kayley Hill in consultation with Cllr Tyrer
- Installation of 10 no parking signs in consultation with Cllrs Goodall and Tyrer

### 10. Meeting dates for 2016

Councillors considered reducing the number of meetings and how this would impact on council business e.g. reviewing planning applications, approval of financial transactions. This will be considered in more detail at the November meeting.

**RESOLUTION:** 8 council meetings will be held in 2016 in January, March, May, July, September, October, November and December. The Clerk will circulate proposed dates.

### 11. Finance

- 11.1. **RESOLUTION:** authorised payment of accounts as outlined in the finance statement dated 1<sup>st</sup> October. This included:

E.ON	Electricity, 2nd September	£80.70
PFK Littlejohn LLP	External audit	£240.00
Gillian Muir	Clerk's expenses	£26.80
Horton Landscaping Ltd	Grass cutting, September	£544.99
<b>Total</b>		<b>£ 892.49</b>

- 11.2. The finance statement dated 1<sup>st</sup> October was reviewed and approved. The second precept instalment of £12,500 and a VAT re-claim payment of £1570.96 has been received.

- 11.3. The external auditor's certificate and report for the 2014-15 annual return was received. The auditors are satisfied that proper procedures are being followed and there are no matters arising. The report is on display on the council notice board and website for the public to view. The Chairman thanked the Clerk for her work on the year end accounts.

- 11.4. Councillors noted a report comparing council expenditure to September with the 2015-16 budget.

- 11.5. A preliminary draft budget for 2016-17 was presented. This will be debated in more detail at the November meeting.

- 11.6. Other financial matters

- a. **RESOLUTION:** in order to ring fence reserves, £5000 will be moved from the current account to the deposit account.

- b. Allocation of funds of the £5000 anonymous donation was discussed. £500 has been spent on the purchase of a bench. £4500 has been allocated to the purchase of new street lighting. The quoted cost for 5 new street lights is £3222 plus VAT. This will leave an under spend of £1287. The donor has already agreed that the remainder of unspent funds could be used to improve the playing field.

**RESOLUTION:** the remaining unspent funds from the anonymous donation will be donated to Long Preston Playing Field Association on condition that the monies are used for a specific project, e.g. the purchase of new play equipment, rather than general maintenance.

## **12. Planning**

### **12.1 Applications**

- a. 52/2015/16174 Conversion of Barn to Dwelling, Barn, Mill Lane, Long Preston. No objections were made. Councillors welcomed the prospect of the conversion works as the current building is an eyesore.

### **12.2 Decisions**

- a. C/52/703A Full planning permission for erection of first floor rear extension to provide additional bedroom, single storey side extension to provide sitting room and conversion of kitchen back to former use as a garage, 6 Back Green, Long Preston. Not yet decided.
- b. 52/2015/16158 Reduce height of 1 no. grey poplar by 25% and reshape crown, Bendgate House, Back Lane to Long Preston Bridge. Not yet decided.

### **12.3 Councillor training in planning**

Councillors agreed that it would be useful to have training to better understand the planning system. Currently local YLCA courses are fully booked.

#### **RESOLUTION:**

- The Clerk will contact YLCA to enquire when the next planning training courses will take place.
- Cllr Tyrer will request that YDNPA run training events to outline their planning policies when he attends the YDNPA Parish Forum meeting.

### **12.4 Other planning issues**

Cllr Tyrer raised the issue of YDNPA's local occupancy condition and the negative impact this is having on potential home buyers trying to obtain a mortgage and on housing development in the area. The lack of affordable housing for local people was also discussed: many properties with a local occupancy condition are not affordable to people working in the area.

**RESOLUTION:** Cllr Tyrer will attend the YDNPA Parish Forum meeting to raise this issue and request a review of the local occupancy condition. A letter outlining the council's concerns will also be written to YDNPA's Head of Development Management Richard Graham.

## **13. Correspondence**

### **13.1. The Future of Settle Pool**

The Chairman of Settle Pool has written to all local parish councils requesting their support. Funding from Craven District Council will cease in April 2016 so jeopardising the future of the facility. Members agreed that Settle Pool provides an essential service for Craven District Council that benefits the local community and believes it should be supported.

### **13.2. Long Preston Water Trust**

The Chairman apologised on behalf of the parish council to Long Preston Water Trust for any inconvenience or embarrassment caused by a misinterpretation of an email circulated by the Water Trust earlier this year that informed customers of a temporary drop in water pressure. The council was wrong in its assertion that the Water Trust's correspondence stated that the parish council would also inform customers of the drop in pressure (minutes of 14<sup>th</sup> May 2015, item 15.b). The Chairman will write to Long Preston Water Trust to formally apologise and express the desire for both organisations to work together positively in future.

### **13.3. YDNPA Parish Forum Meeting, 7<sup>th</sup> October 2015 – Cllr Tyrer will attend this meeting.**

**13.4.** YDNPA: Tree Preservation Order: the National Park Authority has recently given consent for the following works to take place: crown lifting of one beech tree situated within the garden of 1 Pendle View to a maximum height of 3 metres.

**13.5.** YLCA: Craven Branch Meeting, Saturday, 10 October 2015 - the Chairman will attend.

**14. Items of information & proposals for future meetings**

The outcome of the YDNPA Parish forum meeting will be reported.

Council will consider if the playing field should become part of the grass cutting programme

**15. Staffing issues**

**RESOLUTION:** the press and public were excluded from the meeting in order to discuss confidential staffing issues.

**16. Date of the next meeting**

**RESOLUTION:** the next meeting will be held on Thursday 5<sup>th</sup> November 2015, 7.30pm at Long Preston Village Hall. Cllr Inglis gave his apologies for this meeting.