

LONG PRESTON PARISH COUNCIL

**THURSDAY 4th OCTOBER 2018
MINUTES**

440. 15 Minutes for public participation session

Four parishioners sat in attendance. No issues were raised.

441. The Chairman **welcomed** Mary Brierley and Carol Slinn to their first meeting as Parish Councillor. Cllrs Brierley and Slinn submitted the completed Declaration of Acceptance of Office form as well as the completed Notification of Disclosable Pecuniary and Other Interests form.

442. Present

Cllrs Tyrer (Chairman), Goodall, Brierley, Inglis, Morley and Slinn.

In attendance: NYC Cllr Welch, CD Cllr Moorby, PCSO Grace and Marijke Hill (Parish Clerk & RFO).

443. Code of Conduct and Disclosable Pecuniary Interests

Cllr Brierley **declared** a Personal Interest in relation to Minute 448.a regarding the withdrawal from the Telephone Kiosk Volunteering Team by Penny Jamieson.
No requests were made for dispensations in connection with items on this Agenda.

444. Minutes of the Parish Council Meeting, held on 6th September 2018

Council **resolved** that the Minutes of the Parish Council Meeting, held on 6th September 2018, should be approved and signed by the Chairman, Cllr Tyrer, as a true and accurate record.

445. Matters arising from Minutes not otherwise included in the Agenda

There were no matters arising from Minutes not otherwise included in the Agenda.

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

- a. CD Cllr Moorby **reported** that there was no further update regarding the Independent Examination Hearing Programme of the Craven Local Plan.
CD Cllr Moorby has had a meeting with a representative of Northern Rail regarding the lack of stopping trains at Long Preston in the mornings and a further meeting is scheduled for November.
- b. NYC Cllr Welch **reported** on the upcoming maintenance work on a couple of roads near Long Preston: the A65 from Hellifield to Long Preston will be resurfaced soon, as will the A682. The narrow road between Wigglesworth to Long Preston is to be cleared of overgrowing vegetation. The Chairman informed NYC Cllr Welch that the tarmac surface on the A682 from the Almshouses to Bend Gate has lifted due to the warm weather. NYC Cllr Welch will make inquiries for the repair of this stretch.
With regards to the possible 'calling-in' of the planning application for development on land to the west of Hellifield, NYC Cllr Welch informed the Council that this planning application is not a matter of national interest and as such would have little chance to be considered by the Planning Inspectorate.
Regarding the approved planning application for Cromwell House, NYC Cllr Welch informed the Council that the time limit for commencement is within three years from the date of permission granted, but once the development has commenced, there is no time limit to complete.
- c. YDNPA: there was no report from the YDNPA.

- d. NYP: PCSO Preston had **sent** a written report with 9 reported incidents and PCSO Grace added a further 14 reported incidents between 1st September and 3rd October. These included four incidents of abandoned and hoax calls; six incidents of concerns for safety and welfare and the checking thereafter; ten incidents regarding Highway issues and RTCs; two incidents of Suspect Circumstances and one Planned Event on Moorfields.

447. Planning applications

447.a Received

The Council has not received any planning applications for its consideration.

447.b Decisions

The Council had **not received** a decision on the following planning applications:

1. CDC: 52/2017/18342/Full – construction of new clubhouse and fitness room, Gallaber Park, Gallaber
2. CDC: 42/2016/17496 – Outline application for the development of a leisure centre, including swimming pool, hotel and visitor accommodation, including up to 300 lodges, a park & ride facility, pedestrian access to Hellifield Station, parking areas, bus and coach drop off point. Landscaping including ground modelling and water features, Land to the west of, Hellifield
3. YDNPA: C/52/689B – full planning permission for proposed re-occupation of former dwelling; installation of package treatment plant; repair existing access and provide new parking and turning area, Former House, Low Mearbeck
4. C/52/89C – full planning permission for erection of agricultural storage building, Megs Croft, Green Gates Lane

The following decision has been **notified** by the relevant Planning Authority:

5. C/52/90/K and 90/L/LB – full planning permission and Listed Building Consent to alter the existing vehicle access by demolition of the existing front boundary wall, and re-use of the stone to erect a new boundary wall (retrospective), Cromwell House, Moor Lane: **approved conditionally**

447.c Other Planning Matters

- 1 The Council **considered** to call in planning application CDC: 42/2016/17496 on land to the west of Hellifield. The Council **agreed** with NYC Cllr Welch that this planning application is not a matter of national interest and it **decided** it would not proceed with the submission.

448. Reports and decisions on various village matters

448.a telephone kiosk restoration

- The Council **noted** the volunteers' contact details as well as a full set of risk assessment forms.
- The Council was **informed** about the reasons for withdrawing from the Volunteer Team by Penny Jamieson and it **agreed** it should clarify the item in the volunteer policy as to how the volunteer is to demonstrate their suitability for their role to the clerk. The Council **decided** that this should be demonstrated by the volunteer's written acknowledgement of receipt of the risk assessment, confirming the understanding of its contents.
- Cllr Goodall **reported** that the expenses so far incurred add up to £512.16, excluding the paint. No further large expenditure is expected.
- Cllr Goodall **informed** the Council that as Council Representative, he had stopped all work on the telephone kiosk, following an incident on site by one volunteer when carrying out voluntary work on the roof of the telephone kiosk. The Council **decided** that voluntary work should proceed only after the risk assessment is updated and all volunteers are informed. It also **agreed** that Cllrs Goodall and Inglis should be on site to supervise the volunteers on a regular basis. The clerk was asked to provide an incident report.
- The Council **considered** the development and expansion of this project and it **agreed** that the strip of land around the kiosk should form part of the refurbishing project. Cllrs Goodall, Brierley

and Slinn will prepare the cost indication figures before the next Parish Council meeting. The application for the Big Lottery funding is put on hold pending the receipt of the costs indication report for the whole project.

448.b street lighting matters

Regarding the pruning of the tree that is obstructing the installation of the new light on Back Lane by the lengthsman, the Council **agreed** to hire an extension lopping system for £60.00 to safely carry out this work.

448.c maintenance on West End Common

The Council **decided** to further discuss this item at the next Parish Council meeting.

448.d tree replacement on Brewery Green and ash tree assessment on Main Green

The Council was **informed** that an invitation to a site meeting with Niki Child, Trees and Woodland Officer at YDNPA has been sent. The Council **decided** to further discuss this item at the next Parish Council meeting.

448.e the playing fields

Mr Andy Kay **informed** the Council that the owner of the field through which the electricity cable should be dug, has given verbal consent on the condition that the PFA will not install flood lights. The PFA has secured funding for this project by the YDNPA Sustainable Development Fund (£5,900); NYC Cllr Richard Welch (£1,700) and CD Cllr Moorby (£500). ENW will only commence its wayleave process once it has been paid £7,200. It is unclear at this time if the YDNPA could provide the SDF funding to the PFA prior to commencing the works. The Council **agreed** that a decision to provide a possible bridging loan to the PFA should be discussed and considered at the next Parish Council meeting.

The Council **noted** the RoSPA play area inspection report and Mr Kay informed the Council that no major maintenance issues were reported.

448.f the 2018 Christmas Light Project

The Council was **informed** that Harrison & Cross could not be contacted, due to the unclear whereabouts of the lights and the nature of assessment to be carried out. The Council **agreed** that Cllr Brierley should arrange to meet Harrison & Cross to provide the necessary clarification. The Council also **agreed** that Cllrs Tyrer, Brierley, Inglis and Morley should organise the 2018 Christmas Lights.

448.g assessment of all village benches

Cllr Morley **informed** the Council that a list of all the benches has been given to the lengthsman and these will now be assessed.

448.h lengthsman's duties

The Council was **informed** that the lengthsman has carried out some maintenance on the overgrown wild flower area at Kayley Hill. The Council **agreed** that Cllr Morley should instruct the lengthsman to replace the broken plank on the play equipment item in the playing fields, as well as use the hired lopping system to trim a couple of overhanging trees on Main Street.

448.i laptop computers for use in the Village Hall

The Chairman, Cllr Tyrer, **reported** that the laptops will be given to the Parish Council as soon as possible.

449 To receive reports and decide actions on village matters other than maintenance

449.a to receive the 'Fields in Trust' application form to register the Playing Fields

The Council had **received** the application form from the Fields in Trust and it was **informed** that clause 3.1 of the Deed of Dedication commits the landowner to 'not use the Property or permits the Property to be used for any purpose other than as a public playing field and recreation ground'. The Council **agreed** that the Chairman, Cllr Tyrer, should proceed to fill out the application form for the scheme for signature at the next Parish Council meeting so that the Fields in Trust can prepare the Deed of Dedication.

449.b to discuss and agree strategy for remaining term in office

The Council **agreed** that Councillors should present any strategy, with cost implications, before the next parish council meeting.

450. Financial matters

450.a To receive financial statement to 30 September 2018

The Council **resolved** to approve the summarised accounts and the monthly statement.

450.b To receive Section 3 – External Auditor Report and Certificate 2017-2018 and note Notice of Conclusion of Audit

The Council **noted** Section 3: the External Auditor Report and Certificate 2017-2018 as well as the Notice of Conclusion of Audit.

450.c Payments of accounts.

The Council **approved** payment of the following accounts:

Vodafone direct debit wifi Village Hall September	£ 23.00
E.ON (street light electricity August 2018)	£ 75.29
Playsafety Limited (Annual Play Area Inspection Report fee)	£ 79.80
M. Hill (clerk's salary and expenses September 2018)	£526.86
S. Andrews (grass cutting village greens and playing fields)	£146.00

An overpayment had occurred at the previous Parish Council meeting, which was now corrected.

P. Jamieson (expenses for telephone kiosk maintenance)	£ 33.49
Cllr Goodall (expenses for telephone kiosk maintenance)	£ 19.98; £29.97; £57.97
NYCC street light new column	£615.49
PKF Littlejohn LLP (external auditor fee)	£240.00
D. Bussey (lengthsman work August)	£589.46
Beck's Garden Maintenance (repair mower)	£106.80

Received

HSBC deposit account interest August	£ 2.61
CDC: 2nd instalment precept	£12,500.00

450.d To verify bank statements and reconciliation for Q2 of Finance Year 2018-2019

Cllr Inglis **verified** bank statements and reconciliation for Q2 of the Finance Year 2018-2019 and **reported** that no issues have been found.

451. To consider and approve policy documents

The Council **resolved** to approve the following policy documents:

451.a Financial Regulations. The Council **agreed** that there was to be no unauthorized expenditure in between meetings save for in exceptional circumstances.

451.b Risk Assessment and Management

451.c Standing Orders.

452. Reports on or notice of meetings of other bodies.

* Julian Smith MP Constituency surgeries September to December 2018

- * Craven District Council – Your Money, Your Say! – Budget Consultation 2019/20 until 14 October
- * NY Police and Crime Commissioner: Advice Surgery, 24 September in Settle
- * Craven and the First World War project newsletter - Autumn 2018
- * Rural Services Network: The Rural Bulletin – 11/09/2018; 18/09/2018; 25/09/2018; 02/10/2018; RSN Rural Funding Digest - October 2018 Edition
- * NALC Chief Executive's Bulletin: 07/09/2018; 24/09/2018; 28/09/2018
- * E.ON Monthly Market Report September 2018
- * YLCA: Craven Branch Meeting 3 October in Kilnsey
- * Library Theatre Village events 2019
- * Craven District Council – Civic Event – Wednesday 17th October 2018
- * Images by Hand: Parish map
- * PCS: Defibrillators Made Affordable For Your Community
- * Parish Online News & Updates September 2018
- * Craven and the First World War Project: New WW1 exhibition at Skipton Town Hall

453. Matters not included on this agenda, addressed as a matter of urgency.

There were no matters as a matter of urgency presented

454. Reports / comments on other matters for information only, or for inclusion on a future agenda.

- Cllr Goodall will register the recently purchases grass mower.
- Cllr Slinn would like to include 'Library Theatre Village events 2019' on the agenda for the next Parish Council meeting.

455. Date of the next parish meeting

The Council **confirmed** the date and time of the Parish Council Meeting as Thursday 1st November 2018 at 7.30pm in the Village Hall.

There being no further business to transact the Chairman closed the meeting at 21.34 hours.

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M. Hill
Clerk to the Council