

**LONG PRESTON PARISH COUNCIL
THURSDAY 5th November 2020
MINUTES**

- 7.1 The Council noted the Temporary Appointment of Members Order, issued by CDC, dated 20th October 2020.**
- a. In pursuance of powers contained in Section 91 of the Local Government Act 1972, Craven District Council hereby orders that the following persons be appointed as temporary members of the Long Preston Parish Council until such time as a sufficient number of Parish Councillors to enable the Parish Council to act are elected and take office: Councillors Carl Lis; Chris Moorby; David Staveley.**
- b. Election of Chairman.**
The Council **resolved** that Cllr Staveley was elected to serve as Chairman on the proposal of Cllr Lis, seconded by Cllr Moorby.
The Chairman **addressed** the issue of the interim members' role and aspiration that Councillors are there to represent the best interests of the community as a whole and the Council's priority is to seek a measured and balanced resolution to the issues which have plagued the Council's business as of late, not to provide a platform to further any individual disagreements. The Chairman is hopeful that with the help of the community and the residents, the Council can find the resolutions needed in order to move forward.
- c. To consider running the co-option process for casual vacancies to fill the remaining gaps up to seven Councillors the Parish Council is permitted to have.**
The Council **agreed** to defer this item to such a time that some of the bigger issues are resolved. The Council **decided** to seek further clarification from the CDC Monitoring Officer in regards the length of term of office for the interim councillors.
- 7.2 Public participation session of up to 15 minutes to enable parishioners to comment on matters concerning the Parish. This will be conducted in accordance with paragraphs 3(e) and 3(f) of the Council's Standing Orders.**
The Council **noted** that no members of the public were in attendance.
- 7.3 To receive apologies for non-attendance.**
Present: Cllrs Staveley, Lis and Moorby.
In attendance: Marijke Hill (Parish Clerk & RFO).
- 7.4 Code of Conduct and Disclosable Pecuniary Interests**
The Council **noted** that all Councillors had sent their Declaration of Interests to the clerk.
- a** Councillors did not record any Disclosable Pecuniary Interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the Parish Council's code of conduct in connection with items on this Agenda.
- b** No requests were made for dispensation in connection with items on this Agenda.
- 7.5 To reconfirm delegation of decision making to the clerk and RFO**
The Council **resolved** to reconfirm that the clerk and RFO is empowered to do anything expedient and necessary to ensure the continuous business of the Council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable under the Local Government Act 1972, Section 101.
- 7.6 To receive updates on Matters from previous meetings not otherwise included on the Agenda**

No matters from previous meetings not otherwise included on the Agenda were reported.

7.7 To receive reports from Craven District and North Yorkshire County Councils, the Yorkshire Dales National Park Authority and the Police

District Cllr Moorby **reported** that CDC has received the Barrister's Report regarding the development on the Hellifield Flashes and that the Barrister had joined the CDC Planning Committee meeting on 26 October 2020. It was reported that the developer must comply with the Environmental Management Plan. District Cllr Moorby has sent a letter to Natural England expressing his concerns for the wildlife and he is awaiting a reply.

The Council **noted** the CDC Covid-19 update dated 24th September and press release relating to Covid-19 lockdown measures update of 2nd November. District Cllr Moorby **reported** that CDC is assisting businesses financially during this second lockdown.

Regarding devolution, District Cllr Moorby is concerned that the creation of one unitary council for the whole of North Yorkshire, the bid that NYCC has forwarded to the Government, might mean that the voice of local people will be lost and he is asking residents to lobby MP Julian Smith to support the District and Borough Councils' alternative bid to create an East and a West unitary council for North Yorkshire.

The Council **noted** that NYP has reported 27 incidents between 3 July and 29 August 2020.

7.8 To consider new Planning Applications, Decisions, and Other Planning Matters

a Applications

- 1 None received.

b Decisions

- 1 YDNPA: C/52/657C – full planning permission for conversion of barn to form dwelling, including change of use of former agricultural garage / storage area to provide bedroom 4 / games room with bathroom facilities (retrospective), Skirbeck Farm Barn. **Not yet decided**
- 2 CDC: 2019/21304/FUL – conversion of Field Barn to a 1 bedroom dwelling with associated access & car parking. Conversion of roadside barn to a 4 bedroom dwelling with associated access & car parking. Partial demolition of a storage barn and conversion of the retained part into a 3 bedroom dwelling with associated access & car parking. Construction of a garage block, Bend Gate House. **Not yet decided**
- 3 CDC: 2020/21553/OUT – Outline application with some matters reserved for the development of up to 99 lodges, reception cabin with parking, and landscaping including ground modelling and water features (resubmission of previous application 42/2016/17496 refused 28 March 2019), Land To The East Of Waterside Lane, Hellifield. **Not yet decided**
- 4 C/52/614C full planning permission for new disabled access door to games room in place of existing window and provision of wheelchair access via ramp and level landing, Village Hall, The Green. **Approved conditionally**
- 5 YDNPA: to crown reduce one cherry, Beckfield House. **No objection**
- 6 Maypole Green Residential Parking Bay Traffic Regulation Order 2020 – 116795: sealed on 15/09/2020 and into operation on 02/10/2020.
- 7 CDC: Amendment to Planning Application 2019/21304/FUL conversion of field barn to a 1 bedroom dwelling, Bend Gate House. **Not yet decided**
- 8 YDNPA: C/52/24C full planning permission for change of use of land to domestic to enable erection of garage/workshop to replace the current garage (to be demolished), and to re-site the domestic store; erection of detached agricultural building on adjoining land and alterations to the boundary walls, Land adjacent/west of 1 Greystones, Main Street. **Not yet decided**
- 9 YDNPA: C/52/89D full planning permission for erection of agricultural building for sheep and storage purposes, Land to north east of Megs Croft, Greengate Lane. **Not yet decided**
- 10 YDNPA: fell one willow, one sycamore and one spruce at Townhead Farmhouse, **No objection**

c Other Planning Matters

- 1 The Council **noted** that the CDC Planning Peer Challenge meeting on 28th and 29th September has taken place and that CDC is taking the criticism seriously. Its review report is awaited.
- 2 The Council **noted** the CDC Draft Conservation Area Appraisals consultation to 14th December. The Council reminded residents to provide comments to CDC regarding this item.

7.9 To consider action regarding parish maintenance matters

a. street lighting matters

The Council **ratified** the decision, taken under delegated powers, to ask Harrison & Cross to repair SL34 and SL36, both on Church Street. The Council was **informed** that both street lights have been repaired. Cllr Moorby **reported** that SL28 on Maypole Green near the telephone kiosk was faulty and the Council **agreed** to ask Harrison & Cross to repair this street light soon as this column also supplies the electricity to some of the Christmas lights. Cllr Moorby also **reported** that some street lights on The Green are not working and the Council **decided** to ask the contractor to investigate the faulty street lights.

b. trees matters: No reports received or actions taken.

c. Playing Fields matters:

Regarding the insurance claim for the stolen grass mower the Council was **informed** that a claim has been made to the Council's insurers for the value of £4,000. The Council **noted** the confirmation from the insurers that a sum of £3,900, with a £100 excess, has been transferred to the Council's bank account.

The Council **considered** the options for the grass cutting on the Playing Fields for next year. It **decided** to explore the option of purchasing a replacement mower as well as the option of hiring a contractor to use his own machinery.

Cllr Moorby **informed** the Council that the shed on the Playing Fields is not very secure and this item will be on the agenda for the next Parish Council meeting.

Regarding the RoSPA Inspection Report 2020 the Council **noted** that this report has been forwarded to the PFA for their attention and that no major safety issues have been highlighted.

d. lengthsman services matters: No reports received or actions taken.

e. grass cutter services matters:

The Council **noted** that the ride on mower has gone to Beck's Machinery for repair of the blade drive pulley and other parts as these were very badly worn and broken and that the necessary parts have since been ordered.

f. dog waste bins

The Council **noted** that the dog waste bin currently located on School Lane had been reported as damaged beyond repair and has since been removed by CDC. The Council **decided** to purchase a dual purpose waste bin for £255.12 as a replacement for the damaged bin.

g. refurbishment of telephone kiosk

The Council **noted** the correspondence received that the Heritage Group would like to take over the refurbishment of the telephone kiosk. The Council **agreed** that the Heritage Group, who have been in existence for over 10 years and have completed many projects, would be best placed to move this project. The Council **decided** to forward the Council's cost estimate for this project to the Heritage Group in order that they can use this as a guideline to submit an application for funding to the Heritage Lottery Group.

h. NYCC Highways matters

The Council **noted** that District Cllr Chris Moorby and County Cllr Richard Welch have both reported a dip in the road on the A65 at its junction with Church Street to NYCC Highways. Cllr Moorby **reported** that, despite an earlier report from the Highways' Officer that there was no noticeable noise level change when vehicles, including tipper wagons, drove over the dip, work on the affected area will commence soon.

i. Christmas Lights switch-on

The Council **considered** action regarding a Christmas Lights switch-on and it **agreed** to proceed, adhering to social distancing and prevailing Government Restrictions. It was suggested that residents might light up the frontages and windows of their houses. The Council **agreed** to switch on the Christmas lights which are in situ on the Maypole Green and the Main Green. The Council **decided** to ask a quotation from Lay of the Land for a 20 ft Christmas tree, as well as ask Dinsdale Moorland Services if they are willing to donate a tree to the parish as of previous years. The Council also **agreed** to ask for volunteers for installing the lights in the Christmas tree and the Council's Volunteer Policy, which sets out the broad principles for voluntary involvement, including the Parish Council's Public Liability and Employer's Liability insurance cover for volunteers, will be sent to those who come forward. A risk assessment will be drawn up. The Council **resolved** to take any decisions regarding the Christmas tree and Christmas lights prior to the next Parish Council meeting, if needed, by email confirmation from the Councillors.

7.10 To consider action regarding parish matters other than maintenance

a. To receive an update and consider action regarding the situation on Back Green

The Council **discussed** the situation on Back Green and Councillors stressed they are intended to restore harmony in this part of the village. The Council **decided** to await the advice from the NALC and it **agreed** to send the Land Registry Title of the three involved properties, as well as the agreed easement with the owners of Back Green Barn to the YLCA in order that the NALC can take an informative decision. The Council discussed a way forward and it **agreed** to provide clarity for the three involved property owners regarding what their respective easements will allow in order that a satisfactory resolution can be agreed. The Council also **agreed** to provide clarity regarding its legal requirement to protect village greens and clarify what is expected of each property owner in terms of reinstatement when permitted access or alterations are made to the village green.

b. Local Government re-organisation

The Council **noted** the correspondence received from CDC Leader Richard Foster and NYCC Leader Carl Les and their respective positions regarding the creation of one or more unitary councils for North Yorkshire in order to secure a devolution deal for the region.

c. identifying a suitable location for a Yorkshire Air Ambulance recycling box

The Council had **received** correspondence from Yorkshire Air Ambulance if the Council would consider installing a clothes recycling box, which could be of use to the community whilst also helping to raise funds for the Yorkshire Air Ambulance. The Council **agreed** that the carpark at the Maypole Inn would be best suited for this initiative and it **decided** to contact NYCC Highways and County Cllr Richard Welch to ask permission as the landowner.

7.11 Finance

- a. The Council **noted** the Financial Statements and Report to 28th August, 28th September; and 28th October.
- b. The Council **noted** the 2020 – 2021 National Salary Award for NJC employed staff and it **approved** the new salary rate to the clerk.

- c. The Council **ratified** that the RFO has **approved** the payment of the following accounts for August:-

Vodafone direct debit wifi Hall	£ 23.51
E.ON (electricity July)	£ 92.95
S. Andrews (grass cutting and expenses August)	£652.27
Long Preston PCC (February issue for Parish Magazine)	£202.50
Becks Garden Machinery Ltd (repair ride-on-mower)	£144.00
M. Hill (clerk's salary and expenses August 2020)	£555.20 as well as the backpayments of salary to adjust to the new salary award for the months of April to August inclusive of £66.00
Paragon Internet Group Tsohost (6 months website renewal)	£30.00

The Council **noted** receipt of £0.10 from HSBC as interest.

- d. The Council **ratified** that the RFO has **approved** the payment of the following accounts for September:-

Vodafone direct debit wifi Hall	£ 23.51
E.ON (electricity August)	£ 92.95
S. Andrews (grass cutting and expenses September)	£477.15
Sharon Press (Parish Magazine September)	£192.50
M. Hill (clerk's salary and expenses September 2020)	£569.00
D. Bussey (lengthsman services and expenses August, September)	£549.80

The Council **noted** receipt of £0.10 from HSBC as interest.
The Council **noted** receipt of £142.94 from former Cllr P. Morley as petty cash (lengthsman) refund.

- e. The Council **approved** the payment of the following accounts for October:-

Vodafone direct debit wifi Hall	£ 23.51
E.ON (electricity September)	£ 89.94
Sharon Press (Parish Magazine October and November)	£182.50 and £192.50
Playsafety Limited (RoSPA Inspection Report 2020)	£ 82.20
District Cllr Moorby (purchase of wreath for Remembrance Sunday)	£ 17.00
Poppy Appeal (4 x wreath and 12 wooden crosses)	£114.00
Harrison & Cross (repair of 2 street lights)	£103.20
S. Andrews (grass cutting October)	£192.00
M. Hill (clerk's salary and expenses October 2020)	£573.25

The Council **noted** receipt of £0.11 from HSBC as interest.

- f. **To consider and approve the draft budget for the Financial Year 2021-2022**

The Council **considered** the draft budget for the Financial Year 2021-2022 and it **agreed** to add election expenses of £850.00. The Council **resolved** to approve the expenditure budget to £24,000.

7.12 To consider and approve policy documents

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

- Records Management Policy
- Standing Orders
- Financial Regulations

7.13 To note Reports on or Notice of meetings of Other Bodies

* YLCA: NALC update on restrictions to social gatherings (The Rule of Six) September 2020;
NALC PC13-20 Standards Matter 2: public consultation and public sector surveys

- * CDC: Covid-19 Mobile Testing Unit will be returning to North Ribblesdale Rugby Club car park, Settle every other Monday from 24th August 2020; NHS Covid-19 App posters;
- * NYCC: Direct appeal to public of North Yorkshire as cases surge; help at hand to meet essential needs during pandemic
- * NYCC: Skipton and Ripon Area Constituency Committee Meeting 14 October
- * YDNPA: parish forums meetings postponed; Green New Dales Conference on 3 and 17 October
- * The Craven Trust Annual Report 2019-2020
- * YLCA: Webinars: Village Greens 13/08; GDPR 19/08; 09/09; Planning training 02/09; Risk Assessments 03/09; How to deal with a Grievance, 16/09; 08/10; Social Media/Communications - Policies and Procedures, 17/09; Planning System, including Enforcement and Appeals, 23/09; 'off to a flying start', 26/09; 09/11; VAT and Budget Setting 29/09; 21/10; 'Spreading your wings' 03/10; Responsibilities of a councillor 06/10; Cemetery Management 21/10; 29/10; Broadening your Planning System knowledge 22/10; 4/11; Training E-Bulletin 07/08; 04/09; 18/09; 02/10; 16/10; 30/10; Training opportunities November and December; online training opportunities with Nimble; Cllrs discussion forum 13/08; 24/09; 05/10; 27/10; update to NALC Legal Briefing 01-20; White Rose Update 14/08; 28/08; 11/09; 25/09; 09/10; 26/10; Fields in Trust presentation 09/09; 30/09; Branch meetings in October 2020; Craven Branch Meeting 07/10;
- * NYCC: Chief Executive Note 07/08; 15/09; 24/09; weekly bulletin 02/09; 16/09; 24/09; 01/10; 08/10; 14/10;
- * Community First Yorkshire: VCS Resilience Follow-on Survey deadline 9 October 2020
- * Rural Services Network: the Rural Bulletin 11/08; 18/08; 25/08;
- * Action on Climate Emergency Settle and Area: Making the most of the Green Recovery virtual conference 14 November

7.14 To determine any Matter not included on this Agenda which the Chairman considers must nevertheless be addressed as a matter of urgency.

No Matters were addressed as a matter of urgency.

7.15 To receive reports/comments on other matters for information only, or for inclusion on a future agenda.

The Council had not received reports on other matters for information or for inclusion on a future agenda.

7.16 To consider the method of future Parish Council business to be conducted.

- a. The Council **considered** the date and time of the next Parish Council remote meeting, as Thursday 3rd December 2020. The Council **agreed** to leave the meeting day as the first Thursday in the month for the time being.

There being no further business to transact the Chairman closed the meeting at 9.22 pm.

Marijke Hill
Clerk to the Council