

LONG PRESTON PARISH COUNCIL

THURSDAY 4TH JUNE 2015

MINUTES

Present: Cllr John Goodall (Chairman), Nick Tyrer (Vice Chairman), David Inglis, Andy Kay, Paul Morley, John Sturgess

In attendance: Gillian Muir (Parish Clerk & RFO), Cllr Chris Moorby, Alan Hulme (Head of YDNPA Ranger Services) and 4 members of the public.

1. Opening and Public Participation

The Chairman welcomed Alan Hulme who was attending the meeting to discuss item 10. The parish council was thanked for initiating the replacement of the Chapel Walk sign. A request was made to report a pothole on Back Green and the poor condition of Wigglesworth Road by the bridge. The Clerk will contact NYCC Highways about these issues. A member of the public stated that there are currently no vacancies for parish council representatives on the board of the James Knowles Trust. The current representatives nominated in 2014, Samantha Glossop and Judith Mason, serve a term of office of 4 years.

2. Apologies and reasons for absence: none

3. Declaration of acceptance of office forms

Cllr Goodall and Cllr Tyrer signed their respective declaration of acceptance of office forms for the Chairman and Vice-Chairman positions. The forms were witnessed by the Clerk.

Agenda item 5 was brought forward.

5. Members' interests

Cllr Sturgess declared a non-pecuniary interest (DPI) in item 4 as a parish council representative on the board of the Hartley Trust.

Note: Advice from Yorkshire Local Council Association states that the code of conduct is based on the primary legislation as laid out in the Localism Act 2011 which imposes mandatory obligations on all members in respect of disclosable pecuniary interests. The Act makes no distinction between pecuniary and non-pecuniary interests. As such, councillors are asked to declare DPI as outlined in appendix A and B of the parish council's code of conduct.

Cllr Kay declared a DPI in item 10 as an employee of YDNPA.

Cllr Tyrer declared a DPI in item 15 as his son is involved in Settle Stories who are requesting funds for the WR Mitchell image archive.

4. Parish Council Representatives

Cllr Sturgess was able to discuss but not vote on matters relating to the Hartley Trust.

The following councillors were confirmed / nominated to the following outside bodies

- a. The Hartley Trust – Cllr Sturgess. It was noted that parish council representatives to the Hartley Trust serve a 4 year term of office.
- b. The Water Trust - none
- c. Settle and District Aid in Sickness Fund - none

A discussion took place about the role of parish council representatives and how they are appointed.

6. Confidential agenda items – none.

7. Minutes of the council meeting held on 14th May 2015

The following amendments were proposed by Cllr Tyrer and approved by the council:

- Item 10.3: the figure in the third bullet point should be £300 in accordance with standing order 29.d.
- Item 11.3: the resolution was to request a reply from the PFA as soon as possible and in any event within 28 days to minimise potential damage to tree roots .

After the amendments were made, Council **RESOLVED** that the minutes of the Long Preston Parish Council meeting held on 14th May 2015 should be approved and signed by the Chairman, Cllr Goodall, as a true and accurate record of the meeting.

Cllr Sturgess made a point of order that nominations for parish council representatives should have been dealt with during the ordinary meeting rather than the annual meeting of the parish council as stated in standing order 2.I.x.

Agenda Item 10 was brought forward.

10. Crossing point for the Pennine Bridleway National Trail at the A65, Long Preston

Cllr Kay did not participate in the discussion or vote on this topic (refer to minute 5).

Alan Hulme, the Head of Ranger Services at YDNPA, was invited to speak on this matter.

Various elements of the project were discussed as well as the safety aspects of the two possible crossing points at West End and Maypole Green. The parish council was invited to state a preference for one of the two crossings.

RESOLUTION: West End was voted as the preferred option for the A65 crossing for the Pennine Bridleway at Long Preston. The vote was 4 to 1 in favour.

Alan Hulme will inform the parish council when a final decision is reached on the crossing location. Mr Hulme stated his willingness to return to discuss this and future issues regarding development of the route to the new crossing.

A member of the public left the meeting.

8. Issues relating to Craven District and North Yorkshire County Councils, the Yorkshire Dales National Park Authority, the Police and Council representatives

Cllr Moorby stated that letters informing residents of the new CDC collection point policy for wheelie bins have been delayed. Cllr Moorby left the meeting.

The Clerk will invite parish council representatives on outside bodies to the next meeting on 2nd July to report on any issues the council should consider that would enhance partnership working.

8.1 Superfast broadband on Church Street: Cllr Kay has composed a letter to NYnet supporting the provision of superfast broadband to the homes on Church Street. The Clerk will send the letter to NYnet on behalf of the council.

8.2 Dog poo bins: the preferred locations of the 2 dog poo bins requested from CDC are the little triangular green outside the Post Office and Green Gate Lane.

8.3 Litter picking equipment for the proposed community clean-up project: the Clerk has arranged for appropriate insurance cover to enable volunteers to participate in this project. There will be a nominal increase of £26.67 to the council's insurance premium. Risk assessments should also be carried out. Cllr Sturgess stated that he did not wish to continue with this project with the parish council due to the extra insurance and health and safety requirements.

9. Web and mobile phone based communications

Cllr Kay stated there were no issues to report.

The hosting agreement with Woodchip for the council's website ends imminently. The Clerk will organise a monthly agreement with Woodchip until a new hosting company has been arranged.

11. Parish Maintenance and Assets

11.1. Street lighting: the Chairman met with a representative from NYCC to discuss replacing / installing up to 6 street lights on Back Lane, Station Road, West End Bungalows, Magna Print and Greenbank. NYCC is preparing quotations for this work.

During the site visit, the Highways Officer condemned the concrete light adjacent to the Maypole Inn and recommended its removal. The Manager of the Maypole Inn has been informed. The possibility of replacing the existing Maypole light with a wall mounted bracket was discussed. The Chairman will write to the pub owners to explore this possibility.

RESOLUTIONS:

- Harrison and Cross Ltd will be instructed to disconnect the street light at Maypole Inn
- The lengthsman or a suitable contractor will remove the post above the access point

11.2. Christmas Lights on Maypole Green: the Christmas lights have been added to the insurance cover increasing the premium by £6.38. Councillors discussed whether the lengthsman or Harrison and Cross Ltd should inspect the condition of the lights. Harrison and Cross will be asked for an estimate to repair the Christmas lights. The Clerk will liaise with the previous Clerk, Belinda Roos, to locate the stock of spare light bulbs.

11.3. Village green boundaries

After a brief discussion, the following **RESOLUTIONS** were made:

- The lengthsman should remove all temporary poles from village green boundaries and put them in storage for future use
- The lengthsman should place rocks around the small triangle of Back Green to protect the boundary from further damage

NYCC Highways has been contacted to determine who has responsibility for repairing the sunken kerbing on Back Green and at West End. Ten A4 sized aluminium composite signs with the wording, 'Please do not park on the village green', have been ordered from iprint in Settle at a cost of £20 plus VAT each. A draft of the sign will be circulated when ready. Cllr Kay will investigate what native trees species would be suitable for planting on little Back Green and report back at the July meeting.

11.4. Village green grass cutting and the contract with Horton Landscaping Ltd

Councillors discussed the standard of grass cutting on village greens in April and May and the reasons behind it.

RESOLUTIONS

The Clerk will carry out the following:

- liaise with Horton Landscaping Ltd to draw up a timetable for the 2015 grass cutting programme
- investigate options for the 2016 grass cutting programme.
- draft a letter, in consultation with Cllrs Goodall, Morley and Tyrer, to Horton Landscaping Ltd requesting a reduction to the April invoice as the work carried out was unsatisfactory.

11.5. Benches

RESOLUTION

The Clerk will order the benches listed below:

- Two of the 180cm teak garden bench (Oxford) from Sustainable Furniture UK Ltd at a cost of £555 each
- One chestnut 3 person seat (180cm) from Furnitubes for £597

11.6. Parish lengthsman tasks

The drain on Back Green has been repaired. Residents of neighbouring properties now need to establish responsibility for its maintenance and repair.

Strimming has been carried out around the stone sign and in a number of lanes.

It was emphasised that all work carried out by the lengthsman must be approved by the parish council to enable proper monitoring of the budget. With this in mind, Cllr Morley will draw up a work schedule for lanes that require strimming and present this at the July meeting.

Minutes 11.1 and 11.3 lists the lengthsman tasks approved for the coming month.

12. Playing Field

12.1 The PFA will not discuss the parish council's invitation to enter into a process of mediation until the council has responded to questions raised in the PFA's letter dated 13th March 2015.

Councillors agreed to respond to the letter stating the following:

The parish council believes that the management of the playing field should be the responsibility of the PFA therefore it does not have a development plan for 2017 and beyond; it has not assessed the risk of running the playing field itself, although it does have risk management policy for the playing field which states that the PFA is responsible for its management; and it does not plan to contribute volunteer labour to running the facility.

The invitation to the PFA to enter into a process of mediation will remain open.

12.2 At their next meeting on 18th June, the PFA will consider the council's request to re-plant the trees on the western edge of the playing field to comply with the planting scheme previously agreed by both parties. Councillors expressed their disappointment that this matter is not being dealt with more promptly in order to minimise potential damage to tree roots.

12.3 Fields in Trust application – due to time constraints this item was deferred until the July meeting.

13. Finance

13.1. Ms Belinda Roos has re-paid £672.89 of the £939.38 owed for outstanding payments of income tax and employees national insurance contributions between April and August 2014. The Clerk will send a reminder to Ms Roos to pay the remaining amount in 2 weeks' time.

13.2. RESOLUTION: payment of £1345.77 to HMRC for outstanding income tax, employees and employers national insurance contributions from Ms Belinda Roos' salary from April to August 2014 was authorised.

13.3. RESOLUTION: payment of the Horton Landscaping invoice for April 2015 was not authorised. Refer to minute 11.4.

13.4. RESOLUTION: the payments detailed in the financial statement dated 4th June 2015 were approved. These are as follows:

Yorkshire Internal Audit Services	Internal Audit fee	£	200.00
Zurich Municipal	Insurance	£	745.05
Gillian Muir	Clerk's expenses, May	£	55.52
Total			£ 1,000.57

13.5. The financial statement dated 4th June 2015 was reviewed and approved

13.6. The internal audit report for 2014-15 was noted. The auditor is satisfied with the council's accounts and procedures.

13.7. Other financial matters

The 2014-15 annual return has been completed and sent to the external auditors, PFK Littlejohns. The council will receive their report by 30th September.

14. Planning applications and issues

a. Applications – none

b. Decisions

1. 52/2015/15641 Application for prior notification of proposed development by telecommunications for base station upgrade works at 19535/NYK0056, Bend Gate Farm, Flat Lane, Long Preston. Prior approval not required.
2. YDNPA C/52/30B full planning permission for erection of single storey rear extension, Stoney Bank, Western Terrace. Approved with conditions.

15. Correspondence

15.1. Late correspondence from Settle Stories was considered. A donation was requested to save the W.R. Mitchell image archive which documents Dales life over 60 years.

RESOLUTION: a donation of £250 should be made to Settle Stories for the above project under Section 137 of the Local Government Act 1972.

Cllr Tyrer took part in the discussion about the item but not the vote (refer to minute 5).

15.2. RESOLUTIONS

The council will participate in the following consultations:

- i. Review and renewal of NYCC subsidised local bus service contracts in the areas of Ryedale and Craven – support will be given to the continued subsidy of the 580 bus service.
- ii. Craven Cleaner, Safer and Green Strategy 2015-21 litter picking survey: the Clerk will reply stating that litter picking in Long Preston is currently under review.

15.3. Correspondence from the Long Preston Water Trust dated 27th May 2015 was noted.

16. Items of Information & proposals for the agenda of future meetings

None received.

17. The date of the next meeting was confirmed as Thursday 2nd July 2015, 7.30pm at Long Preston Village Hall

The meeting closed at 9.55pm.