



# Sutton-in-Craven Parish Council

Minutes of the Meeting of Sutton-in-Craven Parish Council held in the Community Centre, North Street, 6.45pm on Monday 5<sup>th</sup> October 2015

## Present

Vice-Chair - Cllr. Bretan, Cllr. Joy, Cllr. Smith, Cllr. Hart, Cllr. Hawkins, Cllr. Marchant, Cllr. Parsons and Cllr Green.  
In Attendance: Mrs D Emmott – Clerk, Richard McEvoy (bushcraft) and one member of the public.  
Cllr. Bretan Chaired the meeting.

## 106/10/2015 Apologies for Absence

Cllr. Morrell – (meeting), Cllr Barrett

## 107/10/2015 Declarations of Member's Interest in Matters on the Agenda

None

## 108/10/2015 Minutes of the Previous Meeting

It was **resolved** that the minutes of the Meeting held on Monday 7<sup>th</sup> September 2015 (circulated to all members) were agreed as a correct record and signed by the Chairman. Proposed Cllr. Hawkins, Seconded Cllr. Joy.

## 109/10/2015 Planning Applications

- a) Proposed Works to Trees in Sutton in Craven Conservation Area  
Application Number: 66/2015/16177  
Proposal: Removal 1 No. Holly Tree  
Location: 3 Elm Road, Sutton-in-Craven  
No objections
- b) Application Number: 66/2015/16202  
Proposal: Enclosure of Existing Porch With Door and Installation of Sun Tube  
Location: Trevone, The Acres, Sutton-in-Craven  
Applicant: Mr John Daley  
No objections
- c) Application Number: 66/2015/16185  
Proposal: Application For Retention of Summerhouse as advised in Condition No. 2 of Planning Approval 66/2005/5816  
Location: Bankfoot Barn, West Lane, Sutton-in-Craven  
Applicant: Mr Peter Smith  
Condition No. 2 and 4 to remain.  
Councillor Parsons abstained from discussion and vote
- d) Application Number: 66/2015/16189  
Proposal: Two Storey Side Extension with Front Entrance Porch and Single Storey Rear Extension  
Location: 43 Boundary Avenue, Sutton-in-Craven  
Applicant: Mr & Mrs Blamire  
No Objections

Application Number: 66/2015/16211

Proposal: Erection of Stables and Feed Room

Location: Land Adjacent to Ellers Road, Sutton-in-Craven

Applicant: Mr G White

The size of stables (17.07m by 2.95m) is a substantial size and would be better sited near the trees as to prevent the domination of the openness of the countryside.

The current position is detrimental to the views and would erode the openness of the countryside.

Ellers Road declines significantly and re-positioning the stables near the trees (down left hand side as you face the field from the road) would be less of a distraction as the present location would be directly in the driver's eye line.

Rain water running down the steep road should also be considered as in the present proposed position could cause flooding issues.

Concern raised that they may end up domestic residence.

## Appeal under Section 78 Town and Country Planning Act 1990

Site Address: Land off Main Street, Sutton in Craven

Description: Outline Planning with all Matters Reserved For Construction of 50 New Houses and Associated Access and Landscaping

Application reference: AP/66/2015/15334

Appellant's name: Mr H Ingham

**110/10/2015 Public Participation**

- a) Richard McEvoy – Bushcraft Courses (please see below)
- b) Post Office  
More information to be acquired.

**111/10/2015 North Yorkshire County Council Report from Councillor Philip Barrett**

None

**112/10/2015 Craven District Council Report from Cllr. Morrell**

None

**113/10/2015 Clerks Report & Correspondence**

- a) **Sutton Art Club**  
Letter to Sutton Art Club informing that their grant application was successful. £250 awarded.
- b) **Contractors**  
Letters to contractors with regard to their quotations for resurfacing the area at the front and side of the storage facility in the park. Work to be carried out in October.
- c) **Lighting**  
Lighting fault on No. 4 North Road reported to North Yorkshire County Council (08/09/2015).
- d) **Public Rights of Way**  
Missing Footpath sign posts reported to Public Rights of Way for Bankfoot and Long House (08/09/2015).  
Reply: Issue Codes 54346 & 58286  
Thank you for your report, which has been logged under the above reference number.  
This matter will be investigated and appropriate action taken.
- e) **Hall Drive**  
The clerk contacted Public Rights of Way Officers with regard to inconsiderate parking on Hall Drive (private road but designated Public Right of Way) near the entrance to the Clough obstructing access for Emergency Services, Wheelchair users and others  
The officers are looking into signs being sited.
- f) **Bushcraft Courses**  
Emailed to Mr Richard McEvoy to attend the Parish Council meeting to discuss their request to hold bushcraft courses in Lumb Clough.
- g) **Drains**  
Residents complained that opposite the building site on West Lane highways had missed clearing some drains due to obstruction. The drains were outside no. 61 and 67 building rubble has been washed down the drains from the development and residents are concerned that they maybe come blocked.  
The matter was reported to Highways and they have been assessed.
- h) **Playing Pitch Strategy, Open Space Strategy**  
The clerk was asked to fill in questionnaires on Sutton-in-Craven Playing Fields and Open Spaces from Craven District Council. The need for more land for Allotments and a Sports Pitch was highlighted.
- i) **Large wagons reversing and rubble on West Lane**  
Residents have complained about wagons reversing up West Lane without a banksman present and a large amount of rubble being left in the middle of the road at the bottom.  
The developers were contracted with regard to the wagons reversing and the following response was forwarded:  
“Our apologies that this has occurred, we were unaware but I can assure you that we will be investigating the matter further.  
As mentioned previously a banksmen will be used now for all large delivery vehicles. In addition to this our supplier orders now contain the following statement; ‘Please not access is tight to this site and a site visit is advised to ensure your vehicle can access. Please call site 30minutes prior to arriving’.  
  
With regards to the rubble this has nothing to do with the development site and the person responsible has been contacted and asked to clear it.

**1. Lumb Clough – Bushcraft Courses**

A request to use Lumb Clough to run bushcraft courses from the Keighley and Haworth Forest club.  
Mr Richard McEvoy attended the meeting.

The courses are run by trained bushcrafters. A letter was produced from Bradford Council Parks Department authorising them to run such activities. The sessions are usually about 3 hours long once a month. They begin with a safety talk and then an instructional on some aspect of outdoor living such as shelter building, fire lighting or

identifying trees and their uses. Conservation and care of the environment are key themes and endeavour to leave no trace of the session.

The Boys' Brigade group based at Sutton in Craven Baptist church are wanting a course. It is a brilliant activity for building self-reliance and team work and foster a sense of responsibility to the natural environment. The courses are free and all the equipment is provided. The instructors are both Disclosure and Barring Service (DBS) and The Criminal records Bureau (CRB) checked and have remote locations first aid certificates (all produced at the meeting).

It was **resolved** that subject to a copy of Public Liability from the Boy's Brigade and a Risk Assessment that permission be granted.

The Boys Brigade to report back to the clerk after the event to let us know how it went, what went well, what did not go so well, any problems that need ironing out for possible future events. Following this further events can be booked.

## **2. Park / Pavilion Report**

### **a) Safety Surfacing**

Damage has occurred to the safety surfacing around the Bloqx area in the park. This was reported to Pennine Playgrounds who agreed to send contractors out to repair the damage.

## **3. Planning Application Notifications**

The District Council will now be sending notification letters by email rather than post. This will help to ensure that Parish and Town Councils receive notification of applications more promptly. Copies of the application forms, plans, and other supporting information is available to view for each application on the Council's website.

For those Parish & Town Councils that request it, the Council will continue to post physical copies of applications on a weekly basis (this will be sent in addition to the email notification). However, to avoid unnecessary wastage, and postage and printing costs, CDC would like Parish Council to give serious consideration as to whether it actually uses the physical plans that are sent to it. More than half of the applications that the District Council receives are now made electronically without a physical copy of plans and supporting information. Therefore a copy is printed by Craven District specifically to provide to Parish/Town Councils.

In summary, the change would mean that the Parish Council would receive the notifications of applications more promptly.

It was **resolved** that the Parish Council would like to continue to receive a physical copy of relevant planning applications.

## **4. Street Lighting – Wighill Street**

A resident has requested that the bulb on the streetlight on the public footpath on Wighill Street be changed to a lower wattage bulb. The resident has been informed that the bright light maybe the reason that bats which used to roost in her roof have disappeared and also the light blots out the night sky and makes it difficult to see the stars. The resident states that the light is the only light using a bulb this bright along the footpath and since it was installed it has disturbed her sleep and she has been burgled. The resident suggested that a shield could be fitted. The resident lives immediately to the left as you view the column (pictures circulated).

North Yorkshire County Council have confirmed that the new lantern was installed October/November 2010. It is a 50W SON lamp, a lower wattage SON lamp cannot be installed and it is the lowest SON lamp available. No guard/shield can be fitted to this lantern that would reduce the light sideways. NYCC are now using LED lanterns, the lowest being a 10W version.

Other solutions (other than total column removal) are

1, reduce the height of the column by 1 metre, this should have a small impact on the light beam that can be seen from property no. 17

2, replace the lantern with an LED version, there is no guarantee that this would appease the resident.

Please note. The old concrete column that was on site had an 80W MBFU (mercury) lamp housed in a vertical lantern that produced light sideways (photo circulated). This would have been more visible.

The clerk enquired if the light could be switched off at a certain time like the energy reduction programme.

NYCC confirmed they could install a part night PEC that NYCC use as part of their energy reduction programme. It would switch the lamp off at mid-night and back on at 5am. The part night electronic timer is fixed at 00:01 to 5:00. A 10W LED is less bright than a 50W SON lamp, but as LED is white light and SON appears as a golden colour, to a resident the LED "white" light may appear to be brighter than a "golden" light.

With parts for many current lamps becoming obsolete due to EU legislation banning the future use of high Pressure Mercury Vapour (MBF/U) lamps, parish lights will eventually all be changed to LED's.

It was **resolved** that a LED lantern, the lowest a 10W version be fitted with a timer which would switch the light off at mid-night and back on at 5am.

## **5. Collection Point Policy**

Craven District Council will be rolling the collection point policy out to affected households in Sutton in mid to late November.

Paul Florentine, Waste and Recycling Manager will be attending November's meeting to explain the changes.

## 6. Flood Report

### a) Holme Beck

A meeting was held with Claire Brown MCIWEM C.WEM CEnv, FCRM Advisor (Partnership and Strategic Overview Team), North and East Yorkshire from the Environment Agency.

Cllr. Morrell and the clerk attended. The risk of flooding and its prevention was discussed. We are now awaiting a report from Claire on what resources are available for measures to be put in place to help prevent occurrences.

### Aire Valley Sewer

Following a report that the Aire Valley Sewer has been overflowing and contaminating property with raw sewage once again, and that it has been worse this summer than ever before.

A letter was forwarded to Yorkshire Water informing of the above and stating that:

‘Over the last five years Yorkshire Water hosted meetings which members of the local Parish Councils attended. At those meetings Councillors were given assurances that things were being improved. It seems that nothing has improved and the Aire Valley Sewer continues to be operating “beyond capacity” and clearly this sewer cannot sustain any new development.’

### Response from Yorkshire Water:

Where we are today.

The Drainage Area Plan (DAP) known as the Keighley Low Level is now complete and we have put forward proposals for a feasibility study to be done which will look into dealing with 'growth' issues across the catchment.

The study is currently going through our Business Risk Model and once approved, we will be in a better position to identify solutions to any hydraulic issues with the sewer and promote a long term solution.

What we know

The previous issues have been concentrated on the length of concrete sewer which runs from Cross Hills to Keighley and to our knowledge there have only ever been area flooding incidents connected to this.

The DAP should be able to tell us if any flooding experienced away from this area is connected to this particular length of pipe, but until the recent incidents have been fully investigated it would be premature to assume that the flooding was due to overloading.

Please be assured that we are doing a lot of work to help us come up with a solution to the flooding incidents around Eastburn and Steeton. We appreciate the residents' continued patience and help in reporting any further incidents to us.

Yorkshire Water will be in touch again on the 23<sup>rd</sup> October.

## 7. Footpath Report

### Gatering Lane / Wet Ings Lane

Complaints have been received about the amount of dog fouling on Gatering/Wet Ings Lane.

The matter has been reported to the Dog Warden.

The collapsing wall on Wet Ings Lane and stones disappearing is causing problems for footpath users. The path is a designated route to school.

It was **resolved** that the clerk contact North Yorkshire County Council Public Rights of Way and arrange a meeting.

## 8. Councillor Training

Details of training events were circulated to members.

‘Developing Your Skills as a Councillor on Wednesday 21 October 7.00pm to 9.30pm at Rendezvous Hotel, Keighley Road, Skipton, BD23 2TA. Cost £45.

It was **resolved** that Cllr Parsons and Cllr. Green attend.

## 9. Craven District Council –Planning Decisions

Date of Valid Application: 06 August 2015

Proposal: Construction of a New steel Portal Frame Agricultural Building and Double Garage

Location: Bent Royd, Bent Lane, Sutton-in-Craven

Date of Decision: 01 October 2015

Permission Granted subject to conditions.

3. The agricultural building hereby approved shall not be used for livestock without formal approval in writing of the Local Planning Authority.

## 10. Craven Branch Meeting

The next Craven Branch Meeting will be held on Saturday 10<sup>th</sup> October, 2pm at Hellifield Village Hall, Main Road, Hellifield BD23 4HT

## 11. Remembrance Sunday – 8th November 2015

The Remembrance Sunday Service in the Park will take place at 11am at the War Memorial on Sunday 8<sup>th</sup> November  
The sequence of laying wreaths at the local War Memorial is as follows:

It is assumed that the Lord Lieutenant or his representative is not present otherwise he would take precedence as the Sovereign's representative.

1. Civic VIPs (Mayor, Parish Council Chairman, Councillor)
2. Representatives of regular forces.
3. Representatives of territorial reserve forces.
4. Representatives of ex-Service associations, including the Legion & Women's Section.
5. Representatives of uniformed public services (Police, Fire Brigade, Ambulance services).
6. Representatives of uniformed voluntary services (St John Ambulance, Red Cross, etc).
7. Representatives of cadet forces.
8. Representatives of youth organisations (Girl Guides, Scouts, Brownies etc).
9. Members of the public.

**12. Outdoor Christmas Nativity**

Request for the use of the park for the Christmas Nativity which will be taking place around 4.00pm on Sunday 13 December 2015. Starting from the Bay Horse Public Inn working its way down the High Street and into the park. Also a request for a letter of support in the application for the road closure for the event.

It was **resolved** that permission for use of the park be granted and a letter of support for the road closure be given.

**13. Christmas Carol Service in the Park**

Cllr. Hart requested the use of the park for the Christmas Carol Service which is proposed to be held on the 5<sup>th</sup> December 2015 at 6.30pm.

It was **resolved** that permission be granted.

**14. Pinfold**

Matters are being addressed by the lease holder and progress is being made.

**114/10/2015 Members Reports from Meetings and Community Reports**

a) **Parish Liaison Meeting**

Items discussed:

Devolution

LEADER Programme update

Changes in NYCC highways and transportation

b) **Village Bonfire**

The Village Committee will not be organising a bonfire this year. This is mainly due to a lack of volunteers.

It was **resolved** that a letter of thanks be sent to the Village Committee for their work.

c) **Post Box**

It has been reported that the Post Box on North Street has been sealed. The clerk to enquire if this will be replaced.

**115/10/2015 Finance**

It was **resolved** to authorise payments, orders and transfers listed in the report (circulated). Receipts noted.  
Proposed Cllr Hawkins, seconded Cllr. Smith.

Changes to National Minimum Wage 2015:

From 1 October 2015 the adult rate is £6.70 per hour.

From 1 April 2016 a new living wage of £7.20 per hour will be introduced for working people age 25 and over.

**Pavilion Gas and Electricity**

**Terms negotiated with Npower**

	Standing Charge per day	Unit Rate	Terms
Gas	0.00	4.150	29/11/2015 -28/11/2016
Electricity	21.98	13.05	17/10/2015-16/10/2018
	(£8.98 less)	same	

**116/10/2015 Future Agenda Items**

None

**117/10/2015 Date and Time of Next Meeting**

The meeting closed at 8.05pm. The next meeting will be held on the 5<sup>th</sup> November 2015 at 6.45pm.

SPC64	Sutton Art Club	250.00	Grant
SPC65	npower	356.00	Pavilion Electricity
SPC66	Sutton Cricket Club	500.00	Grant
SPC67	HM Revenue & Customs	1137.19	VAT
SPC68	British Telecommunications	176.76	line rental/internet/calls
SPC69	Staff (7 members)	4151.92	Salary
SPC70	North Yorkshire Pension Fund	955.34	Pension contributions
SPC71	HM Revenue & Customs	785.14	Tax & National Insurance
SPC72	Ms Hough	150.00	Park gates