



# *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 1<sup>st</sup> December 2014

## **Present**

Cllr. Whitaker – Chairman, Cllr. Joy, Cllr. Hart, Cllr. Smith, Cllr. Hawkins, Cllr. Marchant, Cllr. Green, Cllr. Bretan and Cllr. Parsons

In Attendance: Mrs D Emmott – Clerk, and two members of the public.

## **131/12/2014 Apologies for Absence**

Cllr Morrell, Cllr. Barrett (North Yorkshire County Councillor)

## **132/12/2014 Declarations of Member's Interest in Matters on the Agenda**

Cllr. Hart abstained from commenting on planning applications.

## **133/12/2014 Minutes of the Previous Meeting**

It was **resolved** that the minutes of the Meeting held on Monday 3<sup>rd</sup> November 2014 (circulated to all members) were agreed as a correct record and signed by the Chairman. Proposed by Cllr. Marchant, seconded by Cllr. Bretan.

## **134/12/2014 Public Participation**

### **Cross Hills Health Centre**

The matter of procedure of booking a doctor's appointment at the Health Centre was raised.

- Office staff insisting for an explanation for an appointment?
- A nurse ringing back (not necessarily the same day) and deciding whether a doctor's appointment is necessary
- Confidentiality
- Length of time for a doctor's appointment

The clerk to request a copy of the Health Centres procedure for Emergency and non-Emergency appointments.

### **Village Agents Scheme**

Tracey Crewdson – attended the meeting to discuss the role of a Village Agent.

Village and Community Agents is a service provided by Age UK in Sutton-in-Craven. Agents work with the over 50's providing easy access to a wide range of information that will enable them to make informed choices about their present and future needs. The aim is to help older people feel more independent, secure and cared for, and to have a better quality of life.

Matters your Village Agent can help with include:

- Staying safe in your home
- Managing money/finances
- Carers support
- Social and care services
- Transport
- Making social contacts

## **135/12/2014 Planning Applications**

Application Number: 66/2014/15251

Proposal: Subdivision of Existing Dwelling into Two

Location: 8 Park Row, Sutton-in-Craven

Applicant: Mrs Anita Omatseone

**No Objections**

## **136/12/2014 North Yorkshire County Council Report - written**

### **Cross Hills Library Drop in Session - The future of the Library Service**

Friday 12<sup>th</sup> December 3 – 7pm.

### **Craven Area Committee Meeting**

To be held on the 11<sup>th</sup> December. Itemised on the agenda, Changes to Library services.

## **137/12/2014 Craven District Council Report**

**Cllr. Hart reported:**

### **Leader of the Council**

Richard Foster is the Leader of the Council and Cllr. Patrick Mulligan, Deputy Leader.

### **Car Parking Charges**

To be discussed by the Select Committee on the 12<sup>th</sup> December. Its response will then be reported back to the Policy Committee.

### **Refuse collection points**

Assisted bin collections are to cease due to Health & Safety. Collection points will be notified shortly.

### **Fly tipping**

There has been a significant increase in the fly tipping of builder's rubble. This is undoubtedly due to cost of tipping this kind of material at the recycling centres.

### **Garden Waste**

Garden waste collection to remain £24 per annum.

### **Local Development Plan**

Estimated completion June/July 2015.

### **Carols in the Park**

Carols in the Park 6<sup>th</sup> December at 6pm.

138/12/2014

## **Clerks Report & Correspondence**

- a) **Sutton Lane End / Skipton Road – Parking**  
**Ref: CR22055-1728858**  
Reply from Bradford Council. "We are aware of this problem as there are no parking restrictions on this junction we have no authority to ticket these cars. The authority lies with the police.  
  
However the above reference number refers to a request for yellow lines to be painted on the road here. There is no timescale for this to be done as we have to get planning permission and agree a traffic regulation order with the police and these can take some time. Please bear with us."
- b) **Street Lighting**  
Email to Paul Gilmore accepting quotation for replacing concrete columns and 80w Mercury Lanterns which are becoming obsolete.
- c) **Localism Act 2011**  
Copies re-circulated to members.
- d) **Christmas Lights – Village Committee**  
The Christmas lights were put up on Saturday 29<sup>th</sup> November. The Parish Council were informed that two contractors from North Yorkshire County Council would commence at 4am with Cross Hills and Glusburn lights and then continue on to do Sutton-in-Craven's Christmas lights.  
The decision was made by the contractors due to the resources available.
- e) **Precept 2015/16**  
Craven District Council's figure for the estimated tax base for Sutton-in-Craven is 1338.19. A precept figure of £75,320.00 (no Increase) is being requested making Band D £56.28.
- f) **Dropped Kerbs**  
Funding has now been approved to put a pair of dropped kerbs at the road narrowing by the park, Holme Lane.
- g) **Safety Surfacing**  
Work to the play area surfaces has now been completed by RTC Surfacing.

## **1. Parish Council – Elections**

The period of office for the current members of your Parish Council will expire in May 2015. The election is scheduled to take place alongside the Parliamentary and District elections on 7<sup>th</sup> May 2015.

If the elections are contested an estimated figure of £975 for Sutton and £610 for Sutton Mill have been produced for our Parish. For an uncontested election there will be a charge of £120 per ward.

## **2. Registration of Financial and Other Interests**

- a) To remind members of the duty placed on parish councillors to keep their registrations up to date; any changes (such as change of address, change of occupation, ownership of property etc) should be notified to Craven District Councils Monitoring Officer within 28 days from the date of the change taking place.  
Please note councillors should declare a beneficial interest in their own home. Whether the property is owner-occupied, leased or tenanted, it should be clearly identified at No. 7 on the form.

## **3. Changes to the Highway Grass Cutting Service- continued**

It has been noted that the plans sent to the Parish Council are unfortunately inconsistent in what they indicate, hatched and solid green represent those areas of highway verge that the County Council currently cut in the urban areas (roads with 40mph or lower speed limits), the RED DOTS reflect the junction locations that will be cut from the 1<sup>st</sup> April next year.

At the current time all the highway verges in the Craven District Council area are cut by the County Councils contractor.

The communication with all parishes was to provide the opportunity for communities to consider what level of service they may wish to try to provide themselves given that the County Council is no longer able to given the funding constraints.

**In terms of current costs:**

The area of highway grass in Sutton is approx 4,461 SqM, the County Council cut this 6 times per year so that is a total area of cut = 26,766 SqM that costs us 2.8p per SqM, = **£749.45** (cost currently paid).

The County Council are looking to reduce Urban Road grass cutting by 95%.

It is proposed that that the County Council will only provide a visibility related cut at each road junction and roundabout. This would be 5 cuts per season instead of the current 6 cuts.

**Proposal @ 3p Sqm**

Sutton: 5% = 223.05 SqM, cut 5 times per season so 1,115.25 SqM @ 3p per SqM, = £33.46 (to cut the visibility related grass in Sutton leaving approx. 4,238 SqM of grass uncut in the Parish).

If the Parish Council arranged to cut the grass itself, the County Council would pay what it would cost them to cut the visibility related grass (**£33.46**).

The County Council are currently involved in contractual negotiations with the highways contractor in order to ascertain future costs.

It was **resolved** that Cllr. Hart looks into the matter of ownership.

**4. Flooding Report**

None

**5. Footpath Report**

An Order has been made to add the claimed footpath to the Definitive Map as per the application, and it was sealed by the County Council on 29<sup>th</sup> October 2014.

The Notice was published in the Craven Herald on 13 November 2014 and will also be posted on site. The closing date for the receipt of comments, representations or objections is 11 December 2014.

The Parish Council received a copy of the Order and Notice on the 10<sup>th</sup> November 2014.

With regard to the CRA/1985/20/DMMO case at Ravenstones, this is still on the waiting list of opposed Orders yet to be sent to the Secretary of State for determination; at present it is 9<sup>th</sup> on the list. At present they cannot yet give a timescale as to when this case will be submitted to the Secretary of State.

**6. Park Pavilion/ Report**

**a) War Memorial**

The Stone Mason has assessed the crack in Cenotaph Cross. It has been advised that will need to be replaced. It was **resolved** to acquire quotes.

**b) Remembrance Service**

The Remembrance Service was well attended. Numerous wreaths were placed on the memorial. In the past the British Legion order for laying wreaths has been observed. It was **resolved** that this order be re-adopted.

**c) Surfacing**

Area in the park requiring surfacing.

Quotation received for work: Aire Valley Surfacing £3,600 plus VAT, Hutchinson's £1,750 plus VAT. It was **resolved** that the quote from Hutchinson's be accepted.

**7. Cross Hills Library – NYCC Consultation**

**A three month consultation has commenced this week on the future of the Library Service. There will be a drop in session for the public on Friday, 12 Dec. from 3-7pm at the library in Cross Hills.**

**The matter will also be discussed at the next Area Committee Meeting on Thursday 11<sup>th</sup> December.**

The Parish Councils View

The duty of a local council to provide a "comprehensive and efficient library service" is a legal obligation under the 1964 Public Libraries and Museums Act. It is the government's duty to investigate when there are serious complaints that this is not the case. The Act also prohibits charging for book loans.

Cross Hills Library not only offers a refuge of silence for some, but for others such as the vulnerable and isolated a place to interact, learn and meet people.

Closing the library will make some lonely people even more isolated by being left on their own in a room trying to use the internet.

Cross Hills Library offers access to those who cannot afford a pc or monthly subscriptions. It bridges the gap between the haves and have not's. It allows people of any income level or background to access quality information, to use computers, or to borrow what they want. It provides a place for community discussion groups, reading groups and help with homework.

It is being suggested that Cross Hill Library services can be run by volunteers. This takes no account of the professional and ethical standards to which professional librarians must adhere, including data protection.

Not everything is available on the internet and there is a lot of misinformation especially on medical and health websites. Internet searches are hit and miss, with varying degrees of academic information.

Cross Hills Library serves a wide community with numerous primary and secondary schools in the area. This community needs a library with a trained professional librarian to pass on reliable information and help members of the community avoid the pitfalls of using the internet. To guide the elderly, pupils with their homework, help with members of the public searching for work, research their family trees etc.

Will replacing a trained Librarian at Cross Hills Library with unpaid volunteers save money in the long term?

What about the cost of security checks (CRB checks etc) and other administrative cost?

What about insurance for untrained, unpaid volunteers?

Who will be responsible for data protection, Health & Safety and confidentiality?

Will there be training if so how in depth?

What about adhering to the Code of Conduct?

How will unpaid volunteers be accountable? They will not be under the same scrutiny as paid staff?

Who will catalogue material? An untrained volunteer?

The unemployed are directed to libraries for help and advice?

Who will be responsible for the upkeep of the building?

The Library is a vital important social haven for Cross Hills and the surrounding communities of Glusburn, Sutton-in-Craven, Cowling, Cononley, Lothersdale, Kildwick and Farnhill. It is important that it remains open with trained professional staff.

## **8. Craven District Council –Planning Decisions**

a) Appeal Ref: APP/C2708/D/14/2224781

27 Ash Grove, Sutton-in-Craven, Keighley, West Yorkshire, BD20 7QJ

- The application Ref 66/2014/14573, dated 11 April 2014, was refused by notice dated 9 June 2014.
- The application sought planning permission for the removal of an existing detached prefabricated garage and the erection of an extension to the dwelling house (single-storey only), without complying with a condition attached to planning permission Ref 66/2005/5793 dated 9 December 2005.
- The condition in dispute is No 4 which states that: The existing fence along the northern boundary of the site, and the existing privet hedge and fencing along the south-east boundary of the site, shall be retained without alteration unless otherwise agreed in writing with the Local Planning Authority.
- The reason given for this condition is: To safeguard neighbouring privacy and amenity.

### **Decision**

The appeal is allowed and planning permission is granted.

No4 previously imposed on planning permission Ref 66/2005/5793, dated 9 December 2005, but subject to the other conditions imposed therein, so far as the same are still subsisting and capable of taking effect, and subject to the following new condition:

4) The fence along the northern boundary shall be retained without reduction in height. The south-eastern boundary of the property shall comprise a close boarded, standard paling fence with a height of 1.8 metres above ground level.

b) Date of Valid Application:30 September 2014

Proposal: Detached Double Garage

Location: 2 Holme Close, Sutton-in-Craven

Date Decision Issued: 13 November 2014

**Permission Granted**

## **9. Lumb Clough Footpath**

An email received from a member of the public explaining the difficulty older members of the community are having walking on the footpath after rainfall.

Over time leaves have accumulated on the surface of the path and along with the rain it is making it muddy and difficult underfoot.

As part of the maintenance work in the Clough the top surface of leaves and mud has been scraped away. This should make it easier underfoot through the winter months.

The path will be reassessed in dry weather to see if any scalping's are required. We have been advised not to use tarmac scalping's as they now contain a lot of more plastic and a lot less tar (they do not knit together the same).

**10. New Beat Managers for Craven Rural**

Three new dedicated neighbourhood PC's are now in post, for Settle PC750 RIDLER, Ingleton PC347 FRYER & Crosshills PC1352 BARKER, call 101 to contact.

**11. Village Hall Report**

The area surrounding the Village Hall is to be deemed a no-smoking area.

**12. Notice Board – Holme Lane**

The notice board on Holme Lane is a state of disrepair.  
It was **resolved** that the board be refurbished.

**139/12/2014 Members Reports from Meetings and Community Reports****a) Local Plan**

Cllr. Green commented that the views of the Parish Council are being ignored with regard to the Local Plan.

**140/12/2014 Finance**

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

**b) Pavilion Dishwasher**

The pavilion dishwasher has been deemed unrepairable having had several mechanical problems in the last few months.

It was **resolved** to hire a dishwasher in March when the Pavilion will be open seven days a week.

**141/12/2014 Future Agenda Items**

None

**142/12/2014 Parish Council Chairman's Resignation**

The Chairman of the Parish Council, Neil Whitaker announced he is resigning from his position due to relocating out of the area (A letter was given to the clerk).

Cllr Whitaker took the opportunity to thank members, the clerk and everyone he has had the pleasure to work with over the last twelve years for their support (eleven of which he has been Chairman). He wished the Council all the best for the future.

The Parish Council expressed its appreciation for the valuable contribution Cllr. Whitaker has made to the Parish Council and the Community of Sutton-in-Craven throughout his twelve year term of office.

**143/12/2014 Date and Time of Next Meeting**

The meeting closed at 7.40pm. The next meeting will be on the 5<sup>th</sup> January at 6.45pm.

Jacs	57.45	Equipment
Highpole	162.00	War Memorial / Cherry picker
Yorkshire Water	283.61	Park Water & Sewerage
Alison Roland Town Planners Ltd	600.00	Planning Consultant
A Spark Electrical Installation	105.00	Diffusers & installation
LBS Worldwide Ltd	57.02	Lawn sand
Graham Harrison Ltd	155.00	Gas Checks Pavilion/Lodge
Society of Local Council Clerks	149.00	membership
Sky	102.45	Phone Rental, Internet Calls, 28/09 – 27/12
Staff (4 Members)	2957.53	Salary
HM Revenue & Customs	394.20	Tax & Nat Ins
North Yorkshire Pension fund	710.85	Pension Contributions
Park Keepers Expenses	12.00	Garden Plaque
Total Tree Services	900.00	Clough/Path clearance & Memorial