



# Sutton-in-Craven Parish Council

Minutes of the Meeting of Sutton-in-Craven Parish Council held at the Community Centre, North Street on Monday 4<sup>th</sup> September 2023 at 6.30pm

## Present

Cllr. Morrell – Chairman, Cllr. Bretan - Vice Chairman, Cllr. Green and Cllr. Dickinson in attendance: Clerk: Mrs Emmott and seven members of the public.

## 105/09/2023 Apologies for Absence

Cllr. Hawkins, Cllr. Cottrell, Cllr. Parsons, Cllr. Ralph-Jennings and Cllr. Barrett

## 106/09/2023 Declarations of Member's Interest in Matters on the Agenda

None

## 107/09/2023 Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on 7<sup>th</sup> August 2023 (circulated to all members) were agreed as a correct record to be signed by the Chairman. Proposed by Cllr. Morrell, seconded by Cllr. Bretan.

## 108/09/2023 Public Participation

### Event Policy Documents

The Chair of the Village Committee enquired about a further meeting with regards the Events Policy Documents. The Chairman of the Council advised following the meeting on the 15<sup>th</sup> with the Village Committee members and then consultation with the YLCA (Yorkshire Local Councils Association) a Sub-Committee amended the Policy to be adopted and passed tonight. Copies were given to the Village Committee Chairman at the end of the meeting.

A resident queried the Christmas Tree in the park.

Plans are in place for this tree to be assessed in the Autumn and removed if required.

## 109/09/2023 Planning Applications

<u>Application Number</u>	<u>Location</u>	<u>Proposal</u>	<u>Comment</u>
2023/24729/HH	2 Harper Grove	Retrospective application for the installation of an outbuilding	No Adverse Comments
ZA23/25265/HH	7 North Avenue	Proposed removal of detached garage and formation of side return extension, open porch with roof extending over bay & infilling under bay in cavity wall construction	No Adverse Comments
ZA23/25259/HH	6 High Street	Retrospective Application for timber decking installation to the front garden	In a Conservation Area. The decking covers 95% of the outside space. Not In-keeping with surrounding properties.

## 110/09/2023 North Yorkshire Council Report from Councillor Philip Barrett

None

## 111/09/2023 Clerks Report and Correspondence

- Email to Highways regarding drains at the bottom of Bent Lane leading to the top of Hazel Grove Road, Crag Lane Catchment pits, Elm Road, and Gatering Lane. Debris washed down Ellers Road (pictures attached).
- Phone Call and Email to Yorkshire Housing regarding a tree overhanging the road at Manor Way and an overgrown hedge.  
Yorkshire Housing have informed their maintenance team will look into it.
- Email to Lee Brayford, EA with completed questionnaire on Community Resilience.
- Email to Sutton Bowling Club regarding the Rotary Hand Seed Slotter

Chairman Signature \_\_\_\_\_

Date \_\_\_\_\_

- e) Email to the Allotment Officer confirming Increase in Allotment Rent from £30 to £33 this including recycle bins.
- f) Completed form sent to CCLA.
- g) Email to Insurance Company regarding a request to metal detect on Parish land.
- h) Email to resident informing that for various reasons the Council have declined his request to Metal Detect in Lumb Clough Beck.
- i) Email to NYC regarding overgrown hedges on North Road.
- j) **Emergency Plan**  
**Debby Richardson**, Centre Manager, Glusburn Community & Arts Centre  
 “We've recently been appointed by North Yorkshire Council as the Community Anchor Organisation for South Craven. We're still in the development phase, but part of our role will be to be involved in community resilience and community response in times of emergency.  
 We are also starting to work on increasing our networking and local knowledge across the area to help with signposting to/from local organisations and linking in to the council.”
- k) **Fly Tipping**  
 Base of a double bed in separate sections reported dumped on Ellers Road. RefL747958
- l) **Croft Hill**  
 A resident complained about the overgrowth on the old Yeadon House site.  
 The land is owned by Yorkshire Housing who have informed they will be cutting it this week.

**112/09/2023 Events Policy and Associated Documents**

It was resolved that the revised Events Policy, Application Form, Casual Use of the Park and Charges, Deposits and Damages all be adopted. Proposed Cllr. Morrell, seconded Cllr. Bretan.

**113/09/2023 Conservation Group**

None

**114/09/2023 Park / Pavilion**

**Fuel Tank**

The Park Keeper reported the fuel tank is no longer fit for purpose. In consultation with the Chairman and Vice Chairman it was agreed to purchase a new one from UK Bunded Fuel Tanks, Gisburn. Total cost £1,890 plus VAT.

**115/09/2023 Flooding/Footpath/Lighting/Highways/Trees/Land**

a) **Reply from Highways**

**Bent Lane, Ash Grove, Elm Road, Crag Lane, Ellers Road and West Lane**

All the sites you have mentioned are on a list of “flooding hotspots” to be monitored at times of heavy rainfall and after. All have been inspected and no further action is necessary at this time.

Ellers Road has been inspected and no significant volume of soil, gravel or silt was found ( maybe someone has already swept it up ).

Gatering Lane is not highway maintainable at public expense so this council has no responsibility for drainage or potholes on it.

**116/09/2023 Craven District Council –Planning Decisions**

Date Valid	Application No.	Proposal	Locations	Notified	Decision
12 <sup>th</sup> June 2023	ZA23/25103/FUL	Proposed agricultural workers swelling in form of a chalet	Mid Farm, West Lane	10/08/2023	Granted

**117/09/2023 Members Reports from Meetings and Community Reports**

Cllr. Green confirmed the hedge at Lowfold had been cut back.

**118/09/2023 Finance**

a) **Payments, Orders and Transfers**

It was resolved to authorise payments, orders and transfers listed in the report (circulated). Receipts noted.

Proposed Cllr. Morrell, seconded Cllr. Bretan.

**121/09/2023 Future Agenda Items**

None

**122/09/2023 Date & Time of Next Meeting**

The meeting closed at 6.45pm . The date of the next meeting will be held on Monday 2<sup>nd</sup> October 2023.

Chairman Signature \_\_\_\_\_

Date \_\_\_\_\_

Chairman Signature \_\_\_\_\_

Date \_\_\_\_\_