



Sutton-in-Craven Parish Council

Minutes of the Meeting of Sutton-in-Craven Parish Council held at the Community Centre, North Street on Monday 5th September 2022 at 6.30pm

Present

Cllr. Morrell – Chair, Cllr. Bretan- Vice Chair, Cllr. Parsons, Cllr. Hawkins and Cllr. Green in attendance: Clerk: Mrs Emmott and six members of the public.

89/09/2022 Apologies for Absence

Cllr. Ralph-Jennings, Cllr. Cottrell and Cllr Philip Barrett

90/09/2022 Declarations of Member's Interest in Matters on the Agenda

Cllr. Morrell declared a prejudicial interest in Planning Applications. Cllr. Morrell is a District Councillor and a member of the Craven District Planning Committee. Cllr. Morrell took no part in the discussion.

91/09/2022 Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on Monday 4th July 2022 (circulated to all members) were agreed as a correct record to be signed by the Chairman. Proposed Cllr. Morrell, seconded by Cllr. Green

92/09/2022 Public Participation

Comments received regarding planning application, 6 High Street.

A member of the public thanked the Park keeper form trimming the hedge at the bottom of Park Drive.

A resident enquired about progress regarding the footpath for Sutton Lane.

Works on the Bradford Metropolitan Council's side are due to commence on the 26th September 2022. These works include new lighting, extended path way, Give-Way pinch points and new signage.

Cllr. Morrell informed that the above works are improvements that could be done in the short term. A footpath is still the priority of the Parish Council.

Cllr. Morrell informed a further meeting date is to be organised to invite parties (including land owners) from both sides of the border to progress with the plan for the installation of a footpath.

93/09/2022 North Yorkshire County Council Report from Councillor Philip Barrett

Cllr. Barrett forwarded and email confirming further works on Sutton Lane are set to commence on the 26th September 2022.

94/09/2022 Craven District Council Report from Cllr. Morrell

Planning application for the erection of a new two storey, split level, 3 bedroom house with private garden and off-street parking, Glusburn was presented to the Planning Committee at Craven District. The application was refused.

95/09/2022 Planning Applications

Application Number	Location	Applicants	Proposal	Comments
2022/24255/HH	6 High Street	Mr Garcia	Conversion of existing garage plus first floor rear extension above garage	Concerns regarding parking
2022/24258/ADV	South Craven Baptist Chapel	South Craven Baptist Chapel	One folded aluminum composite sign lettered with cut vinyl graphics to be installed to the left of the front door and one CNC cut acrylic sign to be installed on the gable end of the building.	No adverse comments
2022/24241/FUL	High Knoll Farm, Strikes Lane	Tom Priestly	Steel framed agricultural building to link the two existing steel framed buildings.	No adverse comments
2022/242299/LBC	Sutton House, Hall Drive	Mr Paul Woodford	To install an electric vehicle charging point to the front garden.	No adverse comments
2022/24148/FUL	High Pole Farm, Pole Road	Mr & Mrs Graham & Diane Thomas	Redevelopment of High Pole Barn to form 3 dwellings	Public Footpath – clarification required

Chairman Signature _____

Date _____

96/09/2022

Clerks Report and Correspondence

- a) Email to Croner informing of the Councils decision not go forward with their Health & Safety service proposal.
- b) Phone call to the Park Keeper on 5th July to request that he fill the ruts in the playing in as a matter of urgency as any trips etc would make the Parish Council liable.
- c) Information regarding the Pavilion requested at the meeting forwarded to the resident.
- d) Tree on Manor Way reported to Yorkshire Housing.
Yorkshire Housing have confirmed they will get the trees cut back.
- e) Craven District Council Spatial Planning Consultations – Green Infrastructure & Biodiversity SPD – Second Draft and Flood Risk & Water Management SPD – Second Draft.
Start date: Monday 11th July 2022 – Monday 8th August 2022 -circulated to members
- f) A resident has offered to donate a Horse Chestnut tree for the Clough. We have requested that the resident retain the tree until October when planting is more suitable.
- g) Email to football club to remind them of the arrangement made July 2015 for the use of the stone storage facility.
- h) **Aire River Trust**
To avert the Climate and Biodiversity crisis, Craven have signed the White Rose Forest Action Plan which aims to create 3500 hectares of tree planting schemes over the next 3 years.
This requires the support of landowners and farmers; funding is provided, and schemes will be designed to suit the location without the loss of valuable farmland.

97/09/2022

Park/Pavilion Report

- a) **Village Committee**
A request received from the Village Committee to keep the park closed on the morning of future Fundays for setting up purposes in line with Health and Safety/Risk Assessments.
It was **resolved** that the request be granted.
- b) **Yorkshire Water – Hose Pipe Ban**
A hose pipe ban was issued from the 26th August by Yorkshire Water the Park is not exempt from this.
- c) **Park Toilets – Wardens/CCTV Enquiries**
Bradford Parks & Green Spaces Manager informed:-
“That they no longer have warden dedicated to parks, that service went many years ago.
We have limited CCTV coverage in parks, personally I think that unless it is actively monitored and there is someone to call out when problems present then it is just a video of anti-social behaviour. Unless the quality of recording is good enough for the police to identify offenders and for it to be used as evidence it is of little value.”

A couple of incidents have occurred in the park and as a result the Park Staff have locked the toilets and this as prevented further incidents of vandalism occurring.

The Parish Council contacted the Police over the problems and emphasised that walk throughs are required in the early evenings.
- d) **Goal Posts and Boating Lake Valve**
Thank you to Alasdair McEwen (Managing Director) H.A McEwen (Boiler Repairs) Ltd for making the goal posts and fixing the valve for the Boating Lake. £200 plus VAT for goal posts and £135 plus Vat for fixing the Boating Lake valve.
The Park Keeper has requested a plate to be fitted before the valve to protect it and stop the silt and debris clogging it up, the cost would be £100 plus vat?
It was **resolved** that the request be granted.
- e) **Bowling Green – Renovation Costs**
Request from Park Keeper for:

120 X 25kg 70/30 Top Dressing	£4.75 per bag =	£570.00
Pre seed fertiliser 6.9.6 x 2	£23.50 per bag =	£ 47.00
Ferromol 20 Iron 25kg	£35.00 =	£ 35.00
Green Baize Grass Seed 20kg		£148.50
Total	£800.50 plus VAT	

It was **resolved** that the above request be granted.
- f) **Mirage Seat Chains – All-inclusive swing**
The clerk has ordered new chains for the All-Inclusive swing at a cost of new chains £234.74 Plus VAT
Resolved: Approved.

Chairman Signature _____

Date _____

- g) **Bottom Shelter window broken**
It was **resolved** that new safety glass be installed.
- h) **Bench**
Request for a bench in the park in honour of Barrie Pearce, a long-time resident of Sutton-in-Craven who recently passed away.
It was **resolved** that the request be granted
- i) **Park Gas and Electricity**
Contracts for Gas end 29/11/2022 and Electricity 18/10/2022
After consultation with the Chairman and Vice-Chairman and considering further rises are expected it was agreed to go on a further 2 year contract with Eon Next.

98/09/2022 Flooding/Footpath/Lighting/Highways/Trees/Land

- a) **Holme Beck**
A resident raised concern over the amount of debris and overgrowth in Holme Beck.
The resident has volunteered his service should a group be put together to clear the overgrowth.
The Council are having a meeting with the Environment Agency shortly and will bring the matter up.
- b) **Greenroyd Court**
Residents request for waiting restrictions on Greenroyd Court.
Response from NYCC Highways.
“Implementing yellow lines is both a lengthy and costly process which involves consultation, advertising in the press and matters going to committee when objections are made and as I hope you will appreciate, we receive a very large number of requests each year for such restrictions.
Limited funding and staff resources allow us to only consider and implement only a few of these each year with those that have an accident record or have been raised by the police as a constant highway obstruction given priority.
Having monitored the area over several weeks, I have not seen an issue with the parking on Greenroyd Court and would therefore suggest that at present this is not a priority for the consideration of waiting restrictions.
When looking at possible waiting restrictions we must also take into account the effect of displacement of vehicles. The likelihood is that parents picking up their children from school will still park on the restrictions if implemented or will park further into the estate causing residents further concern.
We will continue to monitor the location, however as mentioned it is not a location that we will consider waiting restrictions for at the present time.”

99/09/2022 Craven District Council –Planning Decisions

Date Received	Application No.	Proposal	Location	Decision Date	Decision
11 th May 2022	2022/24038/HH	House holder planning application for an Annex	Herdwick House, West Lane	15 th July 2022	Permission Granted
9 th February 2022	2021/23512/HH	Proposed side extension, loft conversion with dormer window and internal alterations	19 Harper Grove	2 nd August 2022	Permission Granted
17 th June 2022	2022/24113/FUL	Proposed new agricultural Worker’s dwelling	Pole Moor Farm, Pole Road	16 th August 2022	Permission Granted
31 st May 2022	2022/23916/HH	Increase in roof height of existing dwelling for additional living space. Single Storey extension to rear elevation and porch to front elevation. Erection of detached garage. Additional vehicle parking. Alterations and additions to existing windows and doors. Alterations and additions to hard and soft landscaping.	21 Ash Grove	22 nd August 2022	Permission Granted

Chairman Signature _____

Date _____

100/09/2022 Members Reports from Meetings and Community Reports

- a) Cllr. Green reported that the white lining on the High Street and on the Junction near the bottom of the Park/Main Street is in need of re-painting. Parked Cars on the High Street in between the Kings Arms and The Bull Inn are also causing problems.
It was **resolved** that Highways be contacted to look into the matter.
- b) Cllr. Bretan presented the clerk with a map and directions regarding a public footpath where members of the public had reported issues on a make shift grill and stile.
The clerk to report the issues to paths at North Yorkshire County Council.
- c) A meeting was held with the Chairman of the Bowling Club to ascertain what the Club are requesting with regards to the Green Hut. After much discussion it was agreed that the Chairman of the Club look into alternative ways i.e. Solar Panels for electricity into the Hut. Feasibility Study (Members please attached information sheet with further details).

101/09/2022 Finance

- a) **Payments, Orders and Transfers**
It was **resolved** to authorize payments, orders and transfers listed in the report (circulated). Receipts noted.
Proposed Cllr. Morrell, seconded Cllr. Bretan
- b) **Annual Return**
Box 9 on the Annual Return was reinstated for 2021 and 22 - Asset Register.
Signed by the Clerk and Chairman of the Council.
Resolved: **Approved**.
- c) **External Audit**
PK LittleJohn LLP External Auditors have informed on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

102/09/2022 Public and Press

That the public and press be excluded from the meeting during consideration of this agenda item on the grounds that the publicity would be prejudicial to the public interest by reason of the confidential nature of the business. Contracts and Leases.

Grievance

Details from the Grievance Panel Committees decision were presented to members along with a copy of a final statement of letter to be forwarded to Mr Maguire.

It was **resolved** unanimously that the final letter be forwarded. All information has been filed.

103/09/2022 Future Agenda Items

None

104/09/2022 Date & Time of Next Meeting

The meeting closed at 8.30pm . The date of the next meeting will be held on Monday 3rd October 2022

Chairman Signature _____

Date _____

Chairman Signature _____

Date _____