



# 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 2<sup>nd</sup> October 2017

## **Present**

Cllr. Morrell – Chair, Cllr. Bretan Vice-Chair, Cllr. Hart, Cllr. Joy and Cllr. Parsons.  
in Attendance: Clerk Mrs Emmott and two members of the public.  
The Chairman welcomed everyone present.

## **101/10/2017 Apologies for Absence**

Cllr. Smith, Cllr. Hawkins, Cllr. Green, Cllr. Place and Cllr. Barrett

## **102/10/2017 Declarations of Member's Interest in Matters on the Agenda**

Cllr. Morrell declared a prejudicial interest in Planning Applications (108/10/2017). Cllr. Morrell is a District Councillor and member of the Craven District Council Planning Committee.

## **103/10/2017 Minutes of the Previous Meeting**

It was **resolved** that the minutes of the meeting held on Monday 4<sup>th</sup> September 2017 (circulated to all members) were agreed as a correct record and signed by the Chairman. Proposed Cllr. Bretan seconded Cllr. Joy.

## **104/10/2017 Village Hall – Information**

- The Parish Council has a right to appoint a Trustee on the Village Hall Committee.
- The individual appointed as the Trustee of the charity is not there as a representative of the Council. He or she is a trustee of that charity and in that role, should always act in the best interests of the charity.
- The Parish Council has a right to copies of the accounts (as stated in the Lease and Trust Deed point 16: The Committee shall provide and keep a minute book and books of account. All proper statements of account in relation to the charity shall in each year be prepared as prescribed by section 32 of the Charities Act 1960 and copies thereof shall be sent to the Parish Council of Sutton-in-Craven and the Parochial Church Council of Sutton in Craven) and a copy of the minutes of the Annual General Meeting. (POINT 15.7 CC48 Charities & meetings (where the commission recommends the AGM minutes are made available on request).
- The minutes of the meetings of trustees do not have to be made public and copies do not have to be given to the Parish Council.
- The Parish Council have no responsibility for the running of the Village Hall.
- The trustee appointed by the Parish Council should be made fully aware of the role of a trustee of the Charity by the Village Hall Committee providing information from the Charity Commission.
- Complaints regarding the Village Hall should be made initially to the Hall Committee who must act in the best interests of the Charity.
- If complainants have evidence of conflicts of interests then this should be referred to the Charities Commission.

## **105/10/2017 Public Participation**

- a) Land to the West of Holme Lane  
Residents thanked the Parish Council, Planning Consultant and all involved who objected to the Appeal for planning permission of circa 32 no dwellings, land to the West of Holme Lane. The Appeal was dismissed by the Planning Inspectorate 29/09/2017.
- b) Village Hall  
A member of the Village Hall Committee reported that the Hall Committee has not received any written complaints.

## **106/10/2017 North Yorkshire County Council Report from Councillor Philip Barrett**

None

## **107/10/2017 Craven District Council Report from Cllr. Morrell**

Appeal Hearing – circa 32 no dwellings, Land to the West of Holme Lane. Appeal dismissed.  
Cllr. Morrell thanked Alison Roland (Planning Consultant), Brian Sanderson (who spoke on behalf of the public), the clerk and members of the public who attended the Appeal Hearing. The Hearing was a long one from 10am – 6.30pm.

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

Date \_\_\_\_\_

**108/10/2017 Planning Applications**

Application Number	Location	Proposal	Comments
2017/18553/HH	18 Ash Grove	Conversion of existing garage to garden shed/potting store including new entrance door, re-roofing works	No adverse comments
2017/18517/HH	2 Ethel St, Ellers Road	Removal of existing rear door and window at ground floor level and provide new 4m wide opening to create two 1m glazed panels to either side and central sliding doors	The property resides in a Conservation Area. The alterations would not be in keeping or enhance the building or area. The extension of glazed panels will result in an unacceptable loss of privacy to No. 1-3 Ethel Street. The patio area of No. 2 Ethel Street is situated on top of a garage which looks directly onto the bedrooms of number 1-3 Ethel Street. The distance between the properties is estimated below 21 metres apart.

**109/10/2017 Clerks Report & Correspondence****1. Crag Nook Delph**

The Park Keeper has undertaken maintenance work to the site to open the view. Cllr. Hart reported that a large pine tree needs to be removed.  
The clerk to ask the Park Keeper.

**2. Park/Pavilion Report****a) Water Boiler**

A new water boiler 60L was purchased for the Pavilion following the old one being deemed unsafe for use due to water leakage and electrical damage the cost of the new boiler was £477 plus VAT.

**b) Market**

A request has been received from a local lady to hold a Christmas Market in the Park.

It was resolved that permission be refused.

Reasons included: Notice, Insurance, Health and Safety and the Impact on other Community organised events.

**3. Flood / Footpath & Lighting Reports****a) South Craven Catchment Flood Group**

The next meeting of the South Craven Catchment Flood Group is to take place on the 7<sup>th</sup> November 2017.

**b) Sutton Lane**

Correspondence has been received requesting yellow lines at the end of Sutton Lane.

This comes under the jurisdiction of Bradford Metropolitan Council who have advised firstly this is investigated by the Highways inspector and if they agree these are needed it is sent on for a traffic regulation order from the police, planning permission and funding for applications/work to be done. There is no set timescale for this to be done.

**4. Craven Area Committee**

A meeting of the Craven Area Committee was held on 21 September at 10 am, Victoria Hall, Settle.

Issues discussed included: - North Yorkshire Police – Current Issues, North Yorkshire Stronger Communities Progress Report, Future options for services following the temporary closure of Castleberg Hospital, Highways Update: Gargrave Road petition follow-up; Coniston Bridge; access to Long Preston Alms Houses, Kex Gill realignment, Kildwick Level Crossing.

**5. Nominations for Craven Community Champion Awards 2017**

The closing date for receiving entries is midnight, Sunday 29<sup>th</sup> October 2017.

Coniston Hotel has again kindly agreed to provide the venue for the awards ceremony this year which will take place on Thursday 11<sup>th</sup> January 2018.

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

Date \_\_\_\_\_

6. **Craven District Council –Planning Decisions**

Application No.	Date Received	Proposal	Location	Decision Date	Decision
2017/18385/	25/07/2017	Change of use of first floor from residential to taxi booking office to be operated by phone only (Resubmission of refused application 66/2017/18120)- Retrospective application	Above Vujon, Takeaway, Holme Lane	13/09/2017	REFUSED See below
2017/18331/22	27/07/2017	Proposed single storey extension	Danemoor, West Lane	21/09/2017	GRANTED
2017/18343/HH	25/07/2017	Two storey side extension and full width rear box dormer	42 Manse Way	25/09/2017	REFUSED
APP/C2708/W/17/3166843 App Ref 66/2016/17442	Hearing 02/08/2017	Erection of circa 32 no dwellings with means of access from Holme Lane and associated works.	Land to the West of Holme Lane	29/09/2017	APPEAL DISMISSED

**Vujon - Taxi Booking Officer**

This permission is refused for the following reasons: -

1 The taxi booking office shares a party wall with the bedroom of an adjoining dwelling house (West View) and is located in close proximity to other dwellings on Holme Lane and Bridge Road. The booking office, by virtue of its hours of operation and the level, duration and frequency of activity associated with the use - including telephone operators, vehicle movements and driver comings and goings - will have a harmful impact on the amenity of neighbouring occupier's due to noise transmission through the party wall with West View and added nuisance and disturbance to surrounding residents in an area which is otherwise predominantly characterised by residential uses. This impact would be magnified when the effects of the booking office are combined with those of the Vujon restaurant and takeaway to the ground floor of the building. The proposed development will have an unacceptable impact on the living conditions of neighbouring occupiers and is therefore contrary to the requirements of paragraphs 17 and 123 of the National Planning Policy Framework.

**42 Manse Way**

The two-storey side extension would project towards a bungalow orientated at right angles to the west (no. 7 The Hawthorns) which contains two habitable room windows in its rear elevation that would face directly towards the side of the extension. The proposed two storey side extension, by virtue of its size, scale, height, massing and increased proximity to the bungalow at no. 7 The Hawthorns, would introduce an oppressive and overbearing feature in the outlook of adjoining occupiers which would result in a substantial sense of enclosure to this property to the detriment of their amenity. The proposed development would have an adverse impact on the living conditions of neighbouring occupiers and is therefore, in conflict with the requirements of Craven District (Outside the Yorkshire Dales National Park) Local Plan policy H20 and paragraph 17 of the National Planning Policy Framework.

**Land to the West of Holme Lane**

The development would compromise the gap between Sutton in Craven and Glusburn and would significantly undermine the individual character and identity of the settlements. It would have a significant adverse effect on their overall character and appearance and that of the area generally.

7. **Parish Liaison Meeting – 20<sup>th</sup> September 2017**

**Data Protection Act**

A new Data Protection Act and the General Data Protection Regulation (GDPR) are due to be implemented in the UK on 25 May 2018, and will strengthen data protection laws and the rights of data subjects.

**Community Housing Fund – information circulated to members**

- National allocation of £60m per year for 5 years for community led housing.
- Craven District (including the YDNP) allocated £606K.
- Aimed at smaller sites which may not be attractive to mainstream developers

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

Date \_\_\_\_\_

- Community led housing comes in many forms; most often a Community Land Trust (an organisation set up by local people to develop and manage homes). Trusts may already exist, running other community assets such as village shops and pubs. If not, funding and/or legal expertise is available to help.
- The 606K funding is to help communities establish themselves as Trusts, marketing and promotion, feasibility studies, legal advice/professional fees, land acquisition/development costs, anything else the Trust needs to help make a scheme deliverable.

**8. Police and Crime Commissioners Community Mapping Project Manager**

The clerk met with Sam Hutchinson the Police and Crime Commissioners Community Mapping Project Manager. The meeting was about Sutton-in-Craven and what goes on in the Village. A booklet of Community groups was presented for his information and a network map created. As a result, he would like to use the booklet and map as a demonstration of the detail of information he requires from other parishes. It was resolved that permission be granted.

**9. Community Emergency Plan**

Cllr. Morrell, Cllr. Bretan and the clerk met with Tim Townsend (Resilience and Emergencies Officer NYCC). Craven District Council will be using Sutton-in-Craven to test their own Emergency Plan. A meeting has been arranged for the 29<sup>th</sup> November 2017 at Craven District Council Offices to discuss this further (the clerk will be attending). The Parish Council is updating its Community Emergency Plan. Volunteers are still needed. Large area maps have now been obtained showing flood zones/sand bag stores and Community buildings.

**110/10/2017 Members Reports from Meetings and Community Reports**

**Carol Service**

Cllr. Hart advised the proposed date for the Carol Service in the Park is the 9<sup>th</sup> December at 5.30pm. To be confirmed at next meeting.

**111/10/2017 Finance**

**To authorise payments in accordance with the budget and note receipts.**

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

**112/10/2017 Future Agenda Items**

Carol Service

**113/10/2017 Date and Time of Next Meeting**

The meeting closed at 7.25pm.

SPC58	Alison Roland Town Planners Ltd	900.00	Planning Appeal
SPC59	Npower	32.22	Pavilion Gas
SPC60	Npower	566.40	Pavilion Electric
SPC61	Viking Direct	163.15	Laminator/Ink Cartridges
SPC62	Maxwell Amenity Ltd	61.14	Bowling Green
SPC63	Mike Barnes Chainsaws	211.10	Mower Services
SPC64	M Apreda	1293.00	Grass Cutting
SPC65	Staff (6members)	4212.07	salaries
SPC66	North Yorkshire Pension Fund	1073.76	Pension contribution
SPC67	HM Revenue & Customs	893.27	Tax & National Insurance

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

Date \_\_\_\_\_