



Sutton-in-Craven Parish Council

Minutes of the Meeting of Sutton-in-Craven Parish Council held Remotely at
6.30pm on Monday 2nd November 2020

Present

Cllr. Morrell – Chair, Cllr. Bretan- Vice Chair, Cllr Jennings, Cllr. Hawkins, Cllr. Green, Cllr. Hawkins and Cllr. Cottrell
in Attendance: Clerk: Mrs Emmott

83/11/2020

Apologies for Absence

Cllr. Hart, Cllr. Parsons and Cllr. Barrett (North Yorkshire County Councillor)

84/11/2020

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 or debate. Cllr. Jennings declared and interest in Clerks Report item (k). Cllr. Cottrell declared an interest in Planning Application (2020/22094/OUT).

85/11/2020

Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on Monday 5th October 2020 (circulated to all members) were agreed as a correct record and to be signed by the Chairman.

86/11/2020

Public Participation

None

87/11/2020

North Yorkshire County Council Report from Councillor Philip Barrett

None

88/11/2020

Craven District Council Report from Cllr. Morrell

Local Government Reorganisation

At the end of the month the Secretary of State will confirm whether we will have a 'Mega-Council' across the whole county with a smaller council serving the city of York or an East-West Model.

The East would consist of Ryedale, Scarborough, Selby and York and the West would serve Craven, Hambleton, Harrogate and Richmondshire.

The majority of Craven Parish Councils / Parish Meetings are in favour of an East – West Model as they feel that areas such as Craven will be overlooked.

Hellifield Flashes

Craven District Council are in a legal battle with developers with regards to the Hellifield flashes.

SELFRA - 'Skipton Extended Learning for All' – Children's Charity

Craven District Council have offered financial and practical support to bolster up SELFRA who have been handing out free meals to school children.

89/11/2020

Planning Applications

| Application Number | Location | | Proposal | Comments |
|--------------------|---|--------------------|---|---|
| 2020/22056/HH | 19 Hazel Grove | Mr Pue | Construction of single storey rear garden extension | No adverse comments |
| 2020/22007/FUL | Beech Grove, Main Street (next to park) | Elysium Healthcare | Construction of ramp and Steps, extension of driveway and widening of access. | Concern regarding the widening of access (how wide?). Access near chicane on the Main Street. |
| 2020/22094/OUT | Stubbing Hill Farm, West Lane | Mr & Mrs Hodgson | Outline application with some matters reserved for proposed dwelling. | Object on lack of information |

Chairman Signature _____

Date _____

- a) Letter to resident on King Edward Street regarding responsibility of tree.
- b) Information regarding the Commemorative Stones put on the Parish and Village websites and the Pavilion Facebook page. The two local primary schools were also contacted separately.
- c) **Planning Policy Consultations**, Draft Conservation Area Appraisals, Start date: Monday 19th October 2020
End date: Monday 14th December 2020. Information circulated to members.
- d) **Ellers Road**
The road closed from the 26th October for Highways to carry out resurfacing work.
- e) **Commemorative Stones**
Liam Tennant a local builder has kindly offered his services free of charge to help set the commemorative stones in concrete in the park and Myers (Local Builder's Merchant) has very kindly offered to donate the materials. Pavilion Staff are varnishing stones in preparation for their placement. It was resolved that a plaque be placed referencing Covid-19 Lockdown 2020, the stones decorated in tribute to the NHS and all our key workers and that decorating them helped kept spirits high.
- f) **Noticeboard – Manse Way**
The noticeboard on Manse Way is sited in a resident's garden. Work was recently undertaken to have a tree/s removed leaving the site open to public viewing. The resident wanted the noticeboard removed to have a fence put up. The noticeboard has now been removed. An application has been made to Craven District Council to have the noticeboard sited on the grassed area near the litter bin on Manse Way. **The request has now been allocated to a Duty Officer who will be in touch within 10 days.**
- g) **Remembrance Service**
Due to Covid-19, this year the service will be held online. Wreaths to be laid at the Cenotaph prior to the day. Photos of individuals laying the wreath to be forwarded to Rob Harris (Interim Minister). These will be incorporated into the online service on Sunday 8th November at 10.45am. It was resolved that Cllr. Hart will lay the wreath on behalf of the Parish Council and Cllr. Morrell will take the photographs.
- h)) **Sutton Conservation Group**
Due to Covid-19 Santa will not be able to do his usual visits around the village. A request has been made for permission to use the Pavilion should lockdown be lifted by that time. It was resolved that permission be granted for the use of the Pavilion subject to the lifting of restrictions.
- J) **Streetlight - Camera**
North Yorkshire Police contacted the Parish Council with regards to putting up a camera using the connector for the Christmas Lights. North Yorkshire Police were informed that the Street light is under the remit of North Yorkshire County Council and the connector and timer were purchased by the Village Committee. Contact details for the Village Committee were passed on to the Police.
- k) **Sutton Bowling Club**
A request from the treasurer of Sutton Bowling Club to pay a reduced amount due to the restrictions on the club by Covid-19. Subscriptions and match fees not received, and registration fees still had to be paid to the various leagues and other costs. It was resolved to accept the reduced amount for this year.

2. **Park/Pavilion Report**

- a) **Review of Park**
Sutton Juniors have finished evening training on the 23rd November 2020 and Girlguiding finished on the 27th January 2020. Covid-19 – On Thursday 5th November, the Government has informed the country will go into its second lockdown. Sutton-in-Craven is on the border with Eastburn which was due to go into tier three restrictions and near Colne which was already in tier three restrictions. It was resolved that the park will remain open, closing as usual half an hour after dusk. This will be reviewed on a regular basis.
- b) **Tractor**
The tractor is in for repair due to an engine problem.

- c) **Notice Board**
An application has been put to Craven District Council (Ward Member Grants) for funds towards a new Notice board to replace the one at the top of the park. The current one is unstable, not waterproof, difficult to lock on inside and open to the elements on the other. It is not fit for purpose.
The total cost of the new Noticeboard is £1,448.78 including VAT.
- d) **Play Safety Report**
Some minor issues have been identified these have been discussed with the Park Keeper who is on with rectifying them.
Four tyres for the Adventure Trail have been donated from Yogis Tyres Ltd, Keighley.

3. Flooding/Footpath/Lighting/Highways/Trees/Land

- a) **Alvic Field**
Email to Craven District Council regarding complaints about the state of Alvic Field and vermin coming from the field. Reply from Enforcement Officer.
“I visited the site on Tuesday (20/10) and although there were overgrown shrubs and brambles on the land, there was no indication of anything that would attract pests, i.e. food waste.
It is inevitable that there may be some signs of natural wildlife such as foxes etc., but as long as there is no harm to human health or neighbouring property, there is very little we can do from an environmental health perspective. Your report has also been sent to the Planning Department.”
- b) **Dovelands - Tree**
Email to NYCC about a tree leaning dangerously on grass on the Dovelands, NYCC have reported that the tree is not under their remit and suggested contacting the Yorkshire Housing who are now investigating the matter.
- c) **Crag Lane - sign**
Email to paths NYCC regarding broken footpath sign at the bottom of Crag Lane.
The footpath sign has been logged and will be updated when the issue is resolved - CAMS issue number 68853
“We replace signposts on an annual rolling programme as this is a more cost-effective approach. For financial reasons, we can only replace a number of signposts each year. We will therefore assess all the signposts on the list, including the post you have reported, on a priority basis to decide on the next annual programme. Work to replace posts chosen for inclusion in each annual programme is carried out during January to March each year.”

91/11/2020 Craven District Council –Planning Decisions

| Application No | Date Received | Proposal | Location | Decision Date | Decision |
|----------------|------------------------------|---|--------------|---------------|----------|
| 2020/21947/HH | 18 th August 2020 | Demolition of conservatory and building two storey rear extension | 7 Willow Way | 14/10/2020 | Granted |

92/11/2020 Members Reports from Meetings and Community Reports

- a) Cllr. Bretan attended the YLCA Branch meeting where representatives from Highways attended. Various questions were put forward.
- b) Proposals for Cycleways from Kildwick to Skipton, Cononley Lane End to Skipton were discussed.
- c) Defibs – Responsibility for maintenance? Lies with the purchaser.

93/11/2020 Finance

- a) **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.
- b) **Audit**
Following the Internal Audit carried by an approved Accountant who is independent of the Parish Council the External Audit was carried out by PKF Littlejohn and the following report received.
“On the basis of our review, in our opinion the information contained in the annual return is in accordance with the Audit Commissioner’s requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”
A “Notice of Conclusion of Audit and Right to Inspect the Annual Return” and copies of the sections 1,2 and 3 of the Annual Return have been displayed on the Park Notice Board from the 14th October for the required days and is on the Parish Councils website

94/11/2020 Future Agenda Items

None – Councillors to inform the Clerk in advance of meeting.

95/11/2020 Date & Time of Next Meeting

7th December at 6.30pm

Chairman Signature _____

Date _____

| | | | |
|-------|----------------------|---------|---|
| SPC61 | Viking Direct | 117.91 | Cartridges, paper etc |
| SPC62 | ROSPA | 145.20 | Play Equipment Inspection |
| SPC63 | Agrovista | 619.20 | Bowling Green Top dressing |
| SPC64 | PKF Littlejohn | 480.00 | External Audit |
| SPC65 | Agrovista | 41.46 | Nozzle tips (sprayer) |
| SPC66 | Npower | 566.52 | Pavilion Electric |
| SPC67 | Staff (4 members) | 3528.59 | Salaries |
| SPC68 | HM Revenue & Customs | 451.25 | Tax & National Insurance |
| SPC69 | NYCC Pension Fund | 965.41 | Pension contributions |
| SPC70 | A Sollberger | 17.00 | wreath |
| SPC71 | Rhys Thomas | 390.00 | Lodge (taps for bath, basin and installing hob) |

Chairman Signature _____

Date _____