



# Sutton-in-Craven Parish Council

Minutes of the Meeting of Sutton-in-Craven Parish Council held Remotely at  
6.30pm on Monday 3<sup>rd</sup> May 2021

## Present

Cllr. Morrell – Chair, Cllr. Bretan- Vice Chair, Cllr. Jennings, Cllr. Parsons, Cllr. Hawkins, and Cllr. Cottrell.  
in attendance: Clerk: Mrs Emmott and Cllr. Barrett  
Apologies Cllr. Green and Cllr. Hart

## **27/05/2021** Election of Chairman

Nominations were requested for the Office of Chairman.  
Cllr. Morrell was proposed by Cllr. Bretan, seconded by Cllr. Jennings.  
There were no further nominations for this office and Cllr. Morrell was duly elected.

## **28/05/2021** Election of Vice Chairman

Nominations were requested for the Office of Vice-Chairman  
Cllr. Bretan was proposed by Cllr. Morrell, seconded by Cllr. Parsons  
There were no further nominations for this office and Cllr. Bretan was duly elected.

## **29/05/2021** Declarations of Acceptance of Office of newly elected Councillors

Cllr. Morrell and Cllr. Bretan to sign their acceptance of Office for Chairman and Vice Chairman.

## **30/05/2021** To confirm dates for forthcoming meetings

Face to Face Meetings will commence from the 7<sup>th</sup> of June and will continue to be the first Monday in the Month except on Bank Holidays then it will be the second.

## **31/05/2021** Appointment of chairman/members of Committee's & Appointments of representations to outside bodies

Village Hall Committee – Michelle Apreda  
Planning – Cllr. Hart / Cllr. Bretan  
Craven Branch Yorkshire Local Councils Association (YLCA) – Cllr. Bretan, Cllr. Hawkins

## **32/05/2021** Councillor's disclosure of interests and changes to register of Interest

Cllr Morrell declared a prejudicial interest in planning applications. Cllr. Morrell is a District Councillor and a member of the Planning Committee.  
On application 2021/22520/HH 10 Dovelands. Cllr. Morrell declared he had been contacted by a neighbour of the applicant and explained that he could not comment on the application. At the meeting Cllr. Morrell took no part in the discussion or decision on the application.

## **33/05/2021** Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on Monday 1<sup>st</sup> March 2021 (circulated to all members) were agreed as a correct record to be signed by the Chairman. Proposed Cllr. Morrell, seconded by Cllr. Bretan.

## **34/05/2021** Public Participation

None

## **35/05/2021** North Yorkshire County Council Report from Councillor Philip Barrett

### Meetings after 7<sup>th</sup> May 2021

The Government have announced after the 7<sup>th</sup> May 2021 public meetings will resume to face to face meetings. Due to the number of meetings and members not all being able to attend due to lack of space to safely social distance. North Yorkshire County Council are proposing that for the safe, expeditious and efficient conduct of the Council's business during the enduring Covid-19 pandemic it is recommended that full Council approve that from 7 May 2021 the Council continues to hold remote live-broadcast committee meetings, with any formal decisions required being taken by the Chief Executive Officer under his emergency delegated powers; that power be delegated to the Chief Executive Officer to determine which committee meetings should be held virtually and which should be held physically.

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

Date \_\_\_\_\_

### Crag Lane

The public Right of Way signpost at the bottom of Crag Lane has now been replaced.

36/05/2021

### Craven District Council Report from Cllr. Morrell

Following a Councils Association Peers Review of planning, work continues to make improvements to issue raised. A review of the Inspectors decisions on appeals is currently taking place.

37/05/2021

### Planning Applications

Application Number	Location	Applicants	Proposal	Comments
2020/22350/FUL	Aire Valley Glass, Bridge Road	Aire Valley Glass	Extension of rear garage and roof reinstatement	No Objections
2021/22520/HH	10 Dovelands	Mr Thomas Berrisford	Two storey side extension and single storey front and rear extensions	Roof – Design not in keeping. Overshadowing
2021/22661/HH	22 Park Avenue	Mr Alan Butterfield	Proposed front entrance porch & rear single storey flat roof garden room extension	No Objections
2021/22697/HH	5 Oaklands West Lane	Mr Martin Pearson	Retrospective application to replace existing wooden garden shed with larger stone built one.	Built in a Conservation Area the size and height of the new stone shed, in the FRONT of the property is excessive and not fitting with the character of the surrounding built environment. Effort has clearly been made to blend the building into the boundary wall to its side, with the use of stone facing on two of the three visible sides of the building. The third side, backing onto 9 Raspberry Place, is an imposing breezeblock face which is not in keeping with the Conservation Area. The excessive height overshadows neighbouring properties and gardens. Residents have informed the Parish Council that they were not informed of plans to construct this building ahead of works commencing and have been surprised and are unhappy with the scale and size of the building. In this instance we question whether paragraphs 127/128/130 of the National Planning Policy Framework (NPPF) are being met.

38/05/2021

### Clerks Report and Correspondence

- a) **Pension Contributions**  
The clerk participated in a team's meeting which explained the process of using I-Connect. I-Connect is a secure platform which automates the submission of pension data.  
This is a new process to administer the Local Government Pension Scheme replacing the current year-end process. Sutton-in-Craven Parish Council's details have now been on-boarded on to the system.
- b) **Dangerous Parking**  
A resident contacted the Parish Council regarding dangerous parking at the bottom of West Lane. Details were forwarded to the Police and the County Council.  
The enforcement of on-street parking restrictions is the responsibility of the local authority but this only where there are waiting restrictions in place. Yellow lines and limited waiting are enforceable by the County Council but where there are no such restrictions in place it is a matter for the police.
- c) **Crosshills Football Club**  
Complaints received regarding 40/50 youths gathering, drinking, drug taking, littering, and using foul language. Details were forwarded to the Police and Glusburn and Cross Hills Parish Council.

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

Date \_\_\_\_\_

- d) **Goal Posts**  
A member of the public queried where the goal posts had gone from the park playing fields. The posts were not fit for purpose and removed approximately fifteen years ago.
- e) **Sutton Litter Pickers**  
Sutton Litter pickers are a community group collecting litter on behalf of the Parish Council. The dates for the litter pick were on the 19<sup>th</sup> April 7pm and the 26<sup>th</sup> April 2pm. The Council provided litter grabbers, bags, Hi-Viz Jackets, and a First Aid Kit. A detailed Risk Assessment was carried out.  
The leader of the group was thanked on behalf of the group for all their hard work.
- f) **Remote Meetings**  
Under regulations made under section 78 of the Coronavirus Act 2020 local authorities in England have express powers to hold public meetings virtually by using video or telephone conferencing technology, but these regulations will not apply to meetings on or after May 7. The YLCA are continuing to discuss this matter with the government.
- g) **Cars Parked – Manor Way**  
Residents have reported two cars which have been parked at the top of Manor Way on the grass. One of the cars has been there over approximately two years.  
If the cars are abandoned, it would be a matter for the District Council. If parked on private land, it would be a civil matter. In this case the matter is a civil matter.
- i) **Alvic Field**  
Reports from residents concerned about the growing number of cyclists on Alvic Field. One resident reported that she was nearly knocked down by one of the cyclists while using the public footpath and another reported a group cycling over a pit with a lit fire.  
The Police have been informed and NYCC Public Rights of Way (CAMS issue number 69962).

## **2. Park/Pavilion Report**

### **Review of Park**

A review of the park was undertaken. It was resolved that the Park revert to normal closing hours from the 29<sup>th</sup> of March (subject to review). All the park toilets are now open on a one in one out basis and the Pavilion is open for takeaway only.

Signs were placed on benches asking people to remember to follow social distancing rules. This was done following no social distancing being carried out and an increase in Covid Cases in Sutton & Cross Hills, contrary to the rest of the country. We had two positive cases 3 weeks ago (within a 7-day period) but then jumped massively up to 10 cases in the week following that (up to 21<sup>st</sup> April). That flies in the face of UK and NYCC figures which all show a marked drop in cases (except from Selby).

Cllr. Jennings confirmed he had contacted the Bowling Club members and reminded them of the social distancing rules and for them to pass this on to any spectators.

It has been reported that there has now been a decrease in Covid cases once more.

### **Community Stones – Saturday 17<sup>th</sup> April**

Hundreds of stones painted by residents in 20/21 have been preserved in concrete in Sutton Park for generations to enjoy.

The stones are to show support for the NHS and Key Workers during the coronavirus pandemic.

They are to remind people of the way we rally round in difficult times and keep spirits high.

Thank you to Readymix Huddersfield (Myers Group Ltd) for donating the concrete and the volunteers who helped on the day barrowing concrete, setting, and varnishing the stones.

## **3. Litter Bins**

Following the litter pick a request has been made for a litter bin to be sited at the bus stop on Holme Bridge. This is a highly littered area. Craven District Council have informed they are not providing or emptying litter bins at this time. It was resolved that a litter bin could be provided subject to arranging emptying of it on a regular basis.

## **4. Electric Car Points**

On 24<sup>th</sup> July Craven District Council approved proposals to investigate installing electric vehicle charging points in council-owned car parks in Craven.

The council will be looking for private sector investment to provide the network of charging points. The appointed operators would be responsible for the costs of installing, operating, and maintaining rapid charging infrastructure, while keeping an agreed share of the revenue from electricity sold.

A typical agreement would be the local authority agreeing to a 15-year lease on car park spaces selected for EV charging, in exchange for 10 per cent of the revenue from electricity sales and overstay fines. Income for the Council is dependent on the number of charge points and their usage and is estimated at around £1,000 per annum.

**5. Flooding/Footpath/Lighting/Highways/Trees/Land**

**Public Right of Way Route No 05.39/17/1 Crag Lane**

The post was included in the most recent annual signpost replacement programme. The post has now been replaced. Therefore the case has now been closed.

**6. Documents Review**

**Resolved:** Documents reviewed and approved: - Financial Regulations, Financial Risk Assessment, Grants Policy, Recruitment Policy, Reserves Policy, Equal Opportunities Policy, Staff Equal Opportunities Policy, Grievance Policy, Disciplinary Policy, Sickness Policy, Health & Safety policy, Pension Policy, Play Policy, Child Protection Policy, Organised Events, Visitor Risk Assessment, Park Maintenance Risk assessments, Pavilion Covid Risk Assessment, Meeting Person covid Risk Assessment.

**39/05/2021 Craven District Council –Planning Decisions**

Application No	Date Received	Proposal	Location	Decision Date	Decision
APP/2708/w/20/3 262964 Appeal	17/07/2020	3 No. Detached Dwellings	Land adjacent to 1 Mulberry Court	17/02/2021	Appeal Dismissed (see below)
2020/22377/FUL	21/01/2021	Demolition of agricultural building & Construction of agricultural building.	Ravenstones Farm, Strikes Lane	29/03/2021	Granted
2021/22539/FUL	15/02/101	Agricultural Building	Cranberry Hole Farm	23/04/2021	Granted

**Conclusion – Land adjacent to 1 Mulberry Court**

Whilst I have found that the proposal could provide a net gain in biodiversity and that there is insufficient information with respect to housing size and density, there would be a conflict with the development plan where it seeks to regulate the release of non-allocated sites for housing that adjoin the main built-up area of settlements. Therefore, I conclude that the appeal should be dismissed.

**40/05/2021 Members Reports from Meetings and Community Reports**

a) None

**41/05/2021 Finance**

**To authorise payments in accordance with the budget and note receipts (circulated)**

Resolved: Payment orders and transfers authorised. Receipts noted

**42/05/2021 Press and Public**

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

**43/05/2021 Future Agenda Items**

Village Greens, Opens Space Society

**44/05/2021 Date & Time of Next Meeting**

The meeting closed at 7.58pm. The next meeting will be held on 7<sup>th</sup> June 2021

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

Date \_\_\_\_\_

SPC101	E-on Next	122.15	Park/Pavilion Electricity
SPC102	Craven District Council	144.00	Allotment Bins
SPC103	Moneysoft	88.80	Payroll manager
SPC01	Staff	3528.99	Salaries
SPC02	HM Revenue & Customs	451.25	Tax & National Insurance
SPC03	NYCC Pension Fund	965.41	Pension Fund
SPC04	Yorkshire Councils Association	789.00	Subscription
SPC05	Came & Company	2251.54	Insurance
SPC06	Jacs	52.68	paint
SPC07	Mark Hough	108.01	88.01 fuel, 20.00 wasp nest treatment
SPC08	Craven District Council	277.35	Commercial waste

SPC09	Gibsons Garden Machinery	5.74	Dennis Service
SPC10	NFU Mutual	187.64	Tractor Insurance
SPC11	Viking Direct	171.13	Ink cartridges, paper ,laminating pouches, sleeves
SPC12	LBS Worldwide	52.96	Rose feed, shovel, buckets
SPC13	Ripon Farm Services	12.36	Deck Adjusting Wheel
SPC14	Agrovista	312.18	Round up, E2 Pro long liquid, Aqua-Zorb 45
SPC15	e-on Next	216.01	Pavilion Gas
SPC16	e-on Next	84.48	Pavilion Electric
SPC17	A Morley	30.00	Provide stone and cement stones
SPC18	Minstrels Nurseries	111.00	plants
SPC19	North Yorkshire County Council	2727.06	Footway Lighting Energy Account
SPC20	Staff	4159.39	salaries
SpC21	HM Revenue & Customs	892.47	Tax & National Insurance
SPC22	NYCC Pension contributions	1255.42	Pension contributions

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

Date \_\_\_\_\_