



# 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 4<sup>th</sup> April 2016

## **Present**

Cllr. Morrell – Chair, Cllr. Bretan, Cllr. Joy, Cllr. Marchant, Cllr. Hart, Cllr. Hawkins and Cllr. Green.  
In Attendance: Mrs D Emmott – Clerk, Cllr Barrett and two members of the public.

## **036/04/2016 Apologies for Absence**

Cllr. Smith, Cllr. Parsons

## **037/04/2016 Declarations of Member's Interest in Matters on the Agenda**

None

## **038/04/2016 Minutes of the Previous Meeting**

It was **resolved** that the minutes of the Meeting held on Monday 7<sup>th</sup> March 2016 (circulated to all members) were agreed as a correct record and signed by the Chairman. Proposed Cllr. Hawkins, Seconded Cllr. Green.

## **039/04/2016 Public Participation**

### **Cross Hills Library – South Craven Library Service**

David Pearson attended the meeting and informed that a group of volunteers have come forward to run the library. A number of these volunteers have put forward to become trustees and are registering the library as a Charity Incorporated Organisation. The South Craven Community Library Service as it now will be known. The group are working with North Yorkshire County Council who have provided an independent advocate in helping to produce a management plan. A full set of figures detailing costs and other information should be available to the group within a couple of months. The Charity trustees have drawn up a constitution. By registering as a charity Incorporated Organisation this will open doors to grant opportunities and save on things such as Council Tax.

Mr Nicholson who attended the last North Yorkshire Craven Area Committee Meeting asked if the Parish Council had received figures for Libraries from Marion Tweed Ryecroft, Stronger Communities. Mr Nicholson emphasised that users of the library stretched all over Craven and beyond with residents from Skipton, Steeton, Eastburn and Keighley using the facility. The Library is a South Craven Library and requires funding to be able to continue to remain open. The Parish Council has not received any information at this time.

### **Recycling**

A resident put forward that on bin days could the paper be collected before the bottle bin. Recycling as a whole is being currently being discussed at Craven District Council. Cllr. Morrell informed he would mention the point.

### **Planting Trees in the park**

Would the council liaise with the football club with regard to any future planting of trees around the playing field? The Parish Council would notify the football club.

## **040/04/2016 North Yorkshire County Council Report from Councillor Philip Barrett**

### **Footpaths**

£4,500 of funding has now come through from North Yorkshire County Council to help in the cost of works to the footpath near the cricket field and beckside. Work is due to start at the beginning of May 2016. The Parish Council thanked Cllr. Barrett for his help in securing the funding.

### **Public Rights of Way – Strimming**

Existing routes will remain on the list to be cut, unfortunately the number of cuts reduced. At present cuts are planned sometime in June/July.

### **Ellers Road**

The landowners of the field near the Well at the bottom of Ellers Road have been contacted. After discussing the problems of water coming out of the wall, a silt trap could be the problem. The owners are looking into the matter and will report back.

### **Environment Agency – Flood**

Cllr Barrett reported he had contacted Claire Brown from the Environment Agency and reported that Claire has been developing a bid for FDGiA (central government money to support flood risk work, administered by the EA on behalf of Defra) for the development of flood alleviation options for Glusburn, Sutton-in-Craven and Cross Hills. The bid was originally submitted in late February, but will evolve a little through the process. The final submission date is the end of May.

The bid current sets the scope of the work as below (information from Claire Brown):

“This will result in a strategy for managing flood risk, from all sources, within the Glusburn Beck and Long Dyke catchments both now in light of climate change. Taking a catchment approach, the impact of the options to manage risk will be fully understood and mitigated, ensuring that risk is reduced overall, and not displaced to other parts of the community and will consider options for all aspects of flood risk management. As a result, this is a partnership approach has been developed to take this forward.

There are a number of key deliverables potentially associated with asset and watercourse maintenance, improved and new flood defences This needs to be developed alongside the model review which is programmed within the same timescales, as the Upper Aire Habitat and Land Management Project, and the work of the Wild Trout Trust in this area. The recommendations and preferred approaches identified from this work will feed into future updates of both NYCCs Local Flood Risk Management Strategy and the Humber FRMP (draft FRMP 2)”.

The current bid is for over £1 million spread across 3 years, starting 16/17. However, there will not be any certainty of getting this or part of it for a few months until the programme is approved. I expect that we will not be able to fund the whole project from FDGiA and will need to seek contributions from others. However, if we can get a line with some allocated funds on the programme it would enable us to start looking at other funding options and could be a great step forward.

Cllr. Barrett informed he will ask Claire to keep him updated on the funding bid.

### **041/04/2016 Craven District Council Report from Cllr. Morrell**

Cllr. Morrell reported he attended a meeting of the Community Grant Committee and informed that an award of £1,000 has been currently awarded to a Sutton based group. In the last 12 months approximately £6,000 has been awarded to local Sutton based groups.

### **042/04/2016 Planning Applications**

Application Number: 66/2016/16606  
Proposal: Replace Original Porch with Larger Utility  
Location: 11 Rosemount court, Sutton-in-Craven  
Applicant: Miss Lucy Eaton  
No Objections

Application Number: 66/2016/16696  
Proposal: Removal of wall (Approx 6ft High) from in front of Garage/Outbuilding to Give Possible Vehicular Access to Garage  
Location: 8 Elm Road, Sutton-in-Craven  
Applicant: Mr Duncan Hill  
No Objections

Application Number: 66/2016/16750  
Proposal: Dormer Extension to Front of Bungalow  
Location: 16 meadow Lea, Sutton-in-Craven  
Applicant : Miss Tina Sewell  
No Objections

Application Number: 66/2016/16764  
Proposal: Retrospective Application for Replacement window with Patio Door  
Location: 4 Sutton Court, Corn Mill Walk  
Applicant: Mrs Hazel Tee  
No Objections

Application Number: 66/2015/16211  
Proposal: Erection of Stables and Feed Room  
Location: Land Adjacent to Eilers Road, Sutton-in-Craven  
The proposal will be considered at the next Planning Committee on 11 April 2016. The meeting will take place 1.35pm in the Belle Vue Suite, Craven District Council  
Cllr. Hart to attend the Committee meeting.

- a) Signed Grant Funding form returned to North Yorkshire County Council
- b) Letters to the Village Committee supporting their application for a road closure on the 19<sup>th</sup> June 2016 for Funday and Permission to use the Park Grounds and Park Pavilion (terms & conditions as in previous years).
- c) Letter to the Village Hall Committee Chairman informing that at present no member has been announced to take up the Council position on the Hall Committee.
- d) Email sent supporting petition to give local councils the right to Appeal Planning Decisions
- e) Email to running group informing they have permission to use the park during opening hours.
- f) The works to the public footpath near the cricket field will commence in May 2016. Hutchinson's will be carrying out the work. Confirmation of the grant from North Yorkshire Council of £4,500 has been received.
- g) A car has run over a drain at the side of the road just below America Lane, Ellers Road dislodging its surrounding cemented stones. During bad weather this caused extensive flooding as the water ran over the drain instead of into it. Highways have been informed and have been asked to look at re-cementing the stones
- h) A continuous pool of water has formed on Sutton Lane.
- i) A few months ago along with others in the village the footpaths on Victoria St were resurfaced complaints have been made about the poor quality of whatever has been used which is stopping debris from being washed off and that it's looking a mess.  
Cllr. Barrett to look into the matter.
- j) Sutton Junior Football Club have advised that work to change the stone shelter in the park to storage will commence on the 15<sup>th</sup> April.

**1. Cross Hills Library**

The Council thanked Mr Pearson for his attendance and information (see above). The Chairman invited Mr Pearson to attend a meeting in the future when the group have further information.

**2. To Review Standing Orders, Financial Regulations, Financial Risk Assessment, General Risk Assessment**

- a) It was **resolved** that the revised Standing Orders and Financial Regulations be adopted (amendments noted).  
It was **resolved** the list of regular payments be approved (5.6 Financial Regulations) and signed by two Councillors.  
It was **resolved** that the reviewed Financial Risk Assessment be adopted.  
It was **resolved** that the General Risk Assessment be adopted with no amendments.

**3. Park/Pavilion Report**

**Playing Field**

To consider quotes for removal of stones, debris and leaves from the park playing field.  
It was **resolved** the quote from Sugden Amenity for £1,000 + VAT be accepted.

With regards to the area for the schools for planting it was **resolved** that a meeting be arranged to discuss this more in-depth.

**Trailer**

To consider the purchase of a new trailer at the request of the Park keeper.  
Quotes obtained: Ripon Farm Services Cross Hills £2,500, Leyburn £2,500, P.V. Dobson & Sons £2,500  
It was **resolved** to defer this to the next meeting.

**4. Changes at the Household Waste Recycling Centres**

**Opening Times**

From 1<sup>st</sup> April 2016 HWRCs new opening times:

April to September 8.30am to 5pm      October to March 8.30am to 4pm

The sites will remain open each day except 25 and 26 December and 1 January, and will continue to be closed on Wednesday of every week.

**Tyres**

A charge will be made for tyres to cover the cost of disposing of them. Charges will start from £1.70 per vehicle tyre (up to and including a car, caravan, motorcycle, tyre, etc); these will be revised appropriately.

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

- a) Date of Valid Application: 18 November 2015  
Proposal: Erection of Single Dwelling in the Garden of 8 Ravenstone Gardens (re-Submission of Application Ref (66/2015/15914)

Location: Ravenstone Gardens, Albert Street, Sutton-in-Craven

Date Decision issued: 04 March 2016

Permission Refused

The Planning Authority considers the roads leading to the site are by reason of their alignments/junctions/width/condition and lack of footways/lighting considered unsuitable for the traffic which would be likely to be generated by this proposal and, as such, the development would be contrary to saved Policy H3 of the adopted Craven District (outside the Yorkshire National Park) Local Plan.

b)

Date of Valid Application: 08 October 2015

Proposal: Change of Use of Former Nursing Home (C2) to Ten Two Bedroom Apartments (3)

Location: Royd Hill, Sutton Lane, Sutton-in-Craven

Date Decision Issued: 11 March 2016

Permission Granted

c)

Date of Valid Application: 21 January 2016

Proposal: Proposed Car Port, Porch and Front Terrace

Location: 1 Ellers Road, Sutton-in-Craven

Date Decision Issued: 16 March 2016

Permission Refused

1. The Proposed car port by virtue of siting, scale, design and construction materials would visually intrusive in the street scene and cause substantial harm to the designated heritage asset of Sutton in Craven conservation area. This adverse impact would significantly and demonstrably outweigh the benefits when assessed against the policies in the National Planning Policy Framework.
2. The proposed car port by virtue of siting, scale and design would be visually intrusive and have an adverse overbearing impact, overshadowing the properties to the north west on Ethel Street. The proposal would therefore significantly and demonstrably outweigh the benefits and would conflict with the policies in the National Planning Policy Framework and saved Policy H20 and Appendix F of the Craven District (Outside the Yorkshire Dales National Park) Local Plan.

d)

Date of Valid Application: 15 February 2016

Proposal: Retrospective Application for Utility Room / Wet Room Extension to Rear of Existing Garage

Location: 11 The Coppice, Sutton-in-Craven

Date Decision Issued: 15 March 2016

Permission Granted

## 6. Local Development Plan

Evidence-based studies are being finalised.

Consultation on a second draft of the new local plan from April 2016.

Publication of the final local plan should be in September 2016 and submissions should be in December 2016.

Papers presented to the Spatial Planning Committee on 30th March included Potential Sites and Sustainability Appraisal for Consultation.

22 Sites were assessed below are the ones to be included in pool of sites:

Site reference, name/address & area
SC040 Land south of Sutton Lane, Sutton 3.486ha
SC043 West of Holme Lane and north of Holme Beck Sutton 2.747ha
SC044 West and north of Hazel Grove Road, south of Holme Beck, Sutton 3.402ha
SC045 North-west of Crag Lane and south of Bent Lane, Sutton 0.588ha
SC047 The Acres, Sutton 2.423ha
SC048 Gott Hill Farm, East of Ellers Road, Sutton 2.413 ha
SC075 Salt Pie Farm, Sutton 0.236ha
SC080 Rear of Bay Horse Pub 0.218ha

It was **resolved** that following the receipt of the draft plan a working party meeting be held to discuss the sites in detail.

## 7. Le Petit Depart 2016

Craven District Council is working with Skipton Cycle Club to organise and deliver the 3<sup>rd</sup> running of **Le Petit Depart** on **Sunday 5<sup>th</sup> June**. As an official Cycle Legacy event for the Tour de France. There are two different rides a 38 mile

Scenic Sportive and an 80mile Challenge Sportive. The event is not for profit, with any surplus being invested back into local cycling i.e. the new Skipton Junior Riders cycle club.

**044/04/2016 Members Reports from Meetings and Community Reports**

- a) Cllr. Bretan and Cllr. Hawkins attended the Parish Liaison Meeting held on Wednesday 16<sup>th</sup> March 2016.  
Items discussed:  
Flyposting – what is being done to combat flyposting in the District, Highways (in particular A59 at Kex Gill), Community Resilience, Election Arrangements, Devolution, Local Plan, Government Settlement (budget)
- b) The Craven Area Committee meeting was held on the 17 March 2016 at 10am Victoria Hall, Kirkgate, Settle  
Items discussed included:  
North Yorkshire Police – current issues, Ambulance Service – Presentation, Developing New Models of Care – presentation, Annual Report of the Older People’s champion, Devolution Update, Highways Update, Stronger Communities Progress Report, Voluntary Sector update

**045/04/2016 Finance**

It was **resolved** to authorise payments, orders and transfers listed in the report (circulated). Receipts noted.  
Proposed Cllr Joy, seconded Cllr. Smith.

**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.”**

- a) Pavilion Staff: C. Robinson, T. Emmott, E. Fountain, H. Cairns. The Pavilion is now open from 12 noon everyday April – September.
- b) It was resolved unanimously that Mark Hough be given a 1% pay rise: £15.41 extra per month from 1<sup>st</sup> April 2016.
- c) It was resolved that the Lodge Rent be increased by £5 per month.

A defibrillator has been donated to the Parish Council for use in the park. The donator wishes to remain anonymous.

Due to this donation the Parish Councils Grant Application to CDC was deferred.  
It was resolved that a letter of thanks be sent to the donator.

**046/04/2016 Future Agenda Items**

Wells – Eilers Road, Cricket Field, Trailer, Garden for Schools

**047/04/2016 Date and Time of Next Meeting**

The meeting closed at 8.40pm. The next meeting the **Annual Meeting** will be held on the 9th May 2016 at 6.45pm.

SPC127	npower	M	136.47	Pavilion Gas
SPC128	npower	M	254.82	Pavilion Electric
SPC129	The Society of Local Council Clerks	M	149.00	membership
SPC1	Sugden Amenity	M	240.00	Shockwave pitch
SPC2	Staff (six)	M	2836.57	Salaries/Wages
SPC3	HM Revenue & Customs	M	388.14	Tax & Nat Ins
SPC4	North Yorkshire Pension Fund	M	728.34	Pension Contributions
SPC5	Mark Hough Expenses	M	114.40	Fuel, wood, cable ties, cylinder key
SPC6	NYCC	M	2655.97	Street Energy Costs
SPC7	Yorkshire Local Councils Assoc	A	702.00	Subscription
SPC8	NFU Mutual	A	199.86	Tractor Insurance
SPC9	Zurich	A	3424.08	Insurance