



# 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> September 2017

## Present

Cllr. Morrell – Chair, Cllr. Bretan Vice-Chair, Cllr. Hart, Cllr. Joy, Cllr. Hawkins, Cllr. Green, and Cllr. Place. in Attendance: Clerk Mrs Emmott, Cllr. Barrett and 14 members of the public. The Chairman welcomed everyone present.

## 89/09/2017 Apologies for Absence

Cllr. Smith and Cllr. Parsons.

## 90/09/2017 Declarations of Member's Interest in Matters on the Agenda

Cllr. Place and Cllr. Morrell declared a prejudicial interest in Planning Applications (95/09/2017) and took no part in any discussion, debate or decisions. Both are District Councillors and members of the Craven District Council Planning Committee.

## 91/09/2017 Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on Monday 3<sup>rd</sup> July 2017 (circulated to all members) were agreed as a correct record and signed by the Chairman. Proposed Cllr. Green, seconded Cllr. Bretan.

## 92/09/2017 Public Participation

- a) On behalf of members of the public who attended the meeting a request was made for information on how to make a complaint to the Village Hall Committee, the procedure for management change and names of the current committee.

Members of the Public were advised to request a copy of the Village Hall Committee's complaints procedure. Cllr Green advised that an Annual General Meeting was held each year in March. It was agreed that the information requested be forwarded in writing.

- b) A resident enquired if a decision had been received from the Planning Inspectorate with regards to the Appeal for the Land West of Holme Lane and the Local Plan. No further information has been received.

## 93/09/2017 North Yorkshire County Council Report from Councillor Philip Barrett

Cllr. Barrett, informed that the South Craven Flood Group met on the 12<sup>th</sup> July 2017 and thanked the clerk for the informative minutes. Funding applications prepared by the Environment Agency are in progress and Cllr. Barrett met with North Yorkshires Flood Risk Manager and is meeting with Cllr. Jeffels, the joint Chairman (with a York City Council member) of the York and North Yorkshire Flood Protection Committee.

## 94/09/2017 Craven District Council Report from Cllr. Morrell and Cllr. Place

Cllr. Morrell informed he had attended the Appeal Hearing for the Land West of Holme Lane.

## 95/09/2017 Planning Applications

Application Number	Location	Proposal	Comments
2017/18195/FUL	Land Adjacent Bay Horse	Proposed construction of 2 no. detached dwellings with attached double garages on site of existing redundant farm buildings to be demolished as part of the proposal.	No Objection
2017/18224/HH	12 Greenroyd Court, High St	Erection of single storey outbuilding in rear garden	Materials not in keeping with surrounding area
2017/18226/HH	9 Crofters Mill	Amendment to previous approval 66/2017/17995 comprising of the repositioning of the two storey extension.	No Objection
2017/18270/HH	Scott Close	Proposed Side Extension	No Objection
2017/18343/HH	42 Manse Way	Two storey side extension and full width rear box dormer	No Objections

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

Date \_\_\_\_\_

2017/18385/Cou	First floor Above Vjuon takeaway, Holme Lane	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	The Parish Council object to this application on the grounds of: Loss of a residential dwelling. The proposal is out of character for a small rural village. Noise pollution to neighbouring properties. Most of the area is residential with a Primary School and Park in extremely close proximity. Taxis will have to wait somewhere? It would unacceptably affect the amenity of neighbouring properties due to the increase of traffic in the area.
2017/18831/HH	Danemoor, West Lane	Proposed single storey extension	No Objections

**96/09/2017 Clerks Report & Correspondence**

- a) Letter to Community Centre informing their application for a grant was successful.
- b) Letter to the Chairman of the Village Committee granting the use of the park and its facilities for Funday on the 17<sup>th</sup> June 2018 (previous conditions apply).
- c) Email to Planning at Craven District with the Council comments.

**1. The Green – Main St/Wilson Street**

A letter from a resident raising concerns of the 'use' of the Green, Main Street/Wilson Street was circulated to members.

The Village Green/Common Land is under the remit of Craven District Council.

Cllr. Morrell agreed to follow up the Parish Councils request for any Byelaws and details of what is and what is not enforceable.

**2. Crag Nook Delph – Filming**

A request from the producer on a new BBC2 history series called *Back in Time for Tea* to film at Crag Nook Delph. The final episode will end in 1999 a Millennium Party. The majority of filming is based in Bradford and the surrounding area and having researched events in the local area, the producer would love to try and recreate the celebrations at Crag Nook Delph and the lighting of the beacon. This would then be intercut in the edit with the beacons that were lit all-round the country. The use of fireworks has also been requested.

It was **resolved** that the request for filming and fireworks to be granted. Copies of Public Liability Insurance to be forwarded to the clerk.

**3. Park/Pavilion Report**

None

**3. Flood / Footpath & Lighting Reports**

**South Craven Catchment Flood Group**

A meeting took place on the 12<sup>th</sup> July 2017. The section 19 report has now been published and the Environment Agency has made applications for Flood and Coastal Erosion Risk Management (FCERM) funding for the development of a strategy for managing flood risk within the Glusburn/Holme Beck and Long Dyke catchments.

This will aim to address flood risk from all sources in combination and as such will require coordinated efforts of the relevant Risk Management Authorities.

**4. Greenroyd Drive**

A resident with three children informed that he is very concerned about the speed in which traffic is travelling up Park Avenue and on to Greenroyd drive whilst small children are playing out. He asks is there some way the speed can be restricted?

Cllr. Barrett provided a form for the resident re: Safety Partnership to complete. Following completion this will then be investigated.

**5. Wet Ings Lane**

Further to the den on Wet Ings lane. From further investigation, a letter has gone out from Craven District Council to a property on Greenroyd Drive as it has been proven that some of the associated waste (e.g. furniture) found in the den is from outside this property.

They have been given 14 days' notice to correctly dispose of the waste outside the property as well as the waste that has been taken for use in the den.

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

Date \_\_\_\_\_

After 14 days, it may still be CDC that removes the excess waste from the den but we will have a better idea of what we are dealing with after that period.

In the meantime, NYP and/or CDC will take any reports of anti-social behaviour where individuals can be identified.

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

Application No.	Date Received	Proposal	Location	Decision Date	Decision
66/2017/18120	16 <sup>th</sup> May 2017	Change of use of first floor from residential to taxi booking office to be operated by phone only	First floor Above Vjuon takeaway, Holme Lane	11 <sup>th</sup> July 2017	Refused Please see below
66/2017/18095	16 <sup>th</sup> May 2017	Proposed Single Storey Extension to front of the dwelling	8 Park Drive	11 <sup>th</sup> July 2017	Granted
66/2016/17653	13 <sup>th</sup> December 2016				
2017/18215/HH	2 <sup>nd</sup> June 2017	Addition of pitched roof to dwelling house to provide second floor extension, two storey side extension, construction of rear dormer, formation of first floor balcony to rear elevation and alterations to fenestration.	White House, Hall Avenue	24 <sup>th</sup> July 2017	Granted subject to conditions
2017/18224/HH	16 <sup>th</sup> June 2017	Erection of single storey outbuilding in rear garden	12 Greenroyd Court, High St	18 <sup>th</sup> August 2017	Granted
2017/18226/HH	17 <sup>th</sup> June 2017	Amendment to previous approval 66/2017/17995 comprising of the repositioning of the two storey extension.	9 Crofters Mill	18 <sup>th</sup> August 2017	Granted

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 movement and driver comings and goings – will have a harmful impact on the amenity of neighbouring occupiers due to noise transmission through the party wall with West View added nuisance and disturbance to surrounding residents at unsocial hours in an area which is otherwise predominantly characterised by residential uses. 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 Framework.

#### 7. **Parish Liaison Meeting**

The next Parishes Liaison meeting will be held on Wednesday 20th September 2017. The meeting will commence at 6.30pm and take place at Craven District Council's Belle Vue Square Offices, Broughton Road, Skipton.

#### 97/09/2017 **Members Reports from Meetings and Community Reports**

None

#### 98/09/2017 **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 for the required days (5<sup>th</sup> June – 14<sup>th</sup> July).

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

Date \_\_\_\_\_

**99/09/2017 Future Agenda Items**

Crag Nook Delph

**100/09/2017 Date and Time of Next Meeting**

The meeting closed at 7.25pm.

SPC41	Park Keeper Expenses	197.58	Fuel, led lights, Shears & Plants
SPC42	Craven District Council	307.33	Park Container
SPC43	Jacs	69.19	paint
SPC44	BK Growers LTD	257.40	plants
SPC45	A Appleyard	39.98	Pir detector
SPC46	J A Clarkson	225.00	Noticeboard
SPC47	Staff (6 members)	3759.27	salaries
SPC48	HM Revenue & Customs	445.18	Tax & National Insurance
SPC49	North Yorkshire Pension Fund	846.26	Pension Contributions
SPC50	North Yorkshire County Council	1283.44	Lighting column Bent Lane
SPC51	Garden 4 Less	109.99	Hose Cart
SPC52	Yorkshire Water	421.21	Park/Pavilion Water
SPC53	Community Centre	200.00	Grant
SPC54	PKF Littlejohn LLP	480.00	External Audit
SPC55	Staff (6 members)	3766.47	salaries
SPC56	HM Revenue & Customs	452.12	Tax & National Insurance
SPC57	NYCC Pension Fund	846.26	Pension contributions

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

Date \_\_\_\_\_