



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 4th November 2019

Present

Cllr. Morrell – Chair, Cllr. Bretan, Cllr. Hart, Cllr. Green, Cllr. Hawkins and Cllr. Jennings
in Attendance: Clerk: Mrs Emmott and three members of the public.

101/11/2019 Apologies for Absence

Cllr. Barrett and Cllr. Parsons

102/11/2019 Declarations of Member's Interest in Matters on the Agenda

Cllr. Morrell declared a prejudicial interest in Planning Applications 107/11/2019. Cllr. Morrell is a District Councillor and member of the Craven District Council Planning Committee. Cllr. Morrell adjourned to the public area and took no part in the discussions or decisions.

103/11/2019 Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on Monday 7th October 2019 (circulated to all members) were agreed as a correct record and signed by the Chairman. Proposed Cllr. Green, seconded Cllr. Bretan. Cllr. Jennings abstained.

104/11/2019 Public Participation

a) Commercial Waste

A resident informed that Craven District Council are sending a letter out every quarter informing that there are no extra charges. The cost of raising this letter is £10 per letter per quarter. (Please see clerks report)

105/11/2019 North Yorkshire County Council Report from Councillor Philip Barrett

a) None

106/11/2019 Craven District Council Report from Cllr. Morrell

The Draft Local Plan has been returned from the Inspector and will be presented to Craven District Council members to vote on accepting the plan.

A copy will be given to all District Councillors along with training sessions.

No housing has been allocated to Sutton-in-Craven in the plan.

107/11/2019 Planning Applications

Application Number	Location	Proposal	Comments
2019/21018/HH	44 Greenroyd Drive	Two storey side extension and rear dormer window	No adverse comments
2019/21040/HH	Stubbing Hill Farm, West Lane	Proposed house and garage extensions.	No adverse comments
2019/21048/REM	Land Off Strikes Lane	Approval of details with regards to layout, appearance, landscaping and scale as reserved on outline consent ref 2019/20426/OUT	No adverse comments

108/11/2019 Clerks Report and Correspondence

a) Bradford Metropolitan Council

Letter to Bradford Metropolitan Council regarding the recent accidents at the Junction of Sutton Lane End.

b) Craven District Council – Data Protection Officer

Email to Craven District Council informing that the Parish Council will no longer need the services of their Data Protection Officer.

Chairman Signature _____

Date _____

c) **South Craven Community Library**

The Library has had a very successful year, with increased visitor numbers, and new members but also the number of loans and computer hours have increased. The Library was awarded NYCC Library of the month in June. Several events and sessions for both adults and children have been held this year.

The Library representatives wish to thank the Parish Council for their previous support and inform that for the financial year 2020/21, in line with cash flow forecast, they estimate that their income vs outgoings will not necessitate additional funding and they will not be making an application this year.

d) **Holmefield Road – Report circulated**

A request from a resident on behalf a group who are trying to arrange repairs to Holmefield Road.

The road presently is unadopted and the residents want to raise funds to have the road levelled and resurfaced.

The resident has asked if the Parish Council would assist in the collection/holding of the money in preparation for the road to be repaired.

It was **resolved** that the Parish Council will assist subject to **section 139 of the Local Government Act 172.**

(1) Subject to the provisions of this section a local authority may accept, hold and administer—

(a) for the purpose of discharging any of their functions, gifts of property, whether real or personal, made for that purpose; or

(b) for the benefit of the inhabitants of their area or of some part of it, gifts made for that purpose;

and may execute any work (including works of maintenance or improvement) incidental to or consequential on the exercise of the powers conferred by this section.

(2) Where any such work is executed in connection with a gift made for the benefit of the inhabitants of the area of a local authority or of some part of that area, the cost of executing the work shall be added to any expenditure under section 137 above in computing the limit imposed on that expenditure by subsection (4) of that section.

Therefore, although the section permits the council to both collect and hold the funds raised by the residents, there is a limitation (s.137(2)) on how much of the funds can be ‘administered’ (i.e. spent on road surfacing, etc) by the council (even though the money does not belong to the council). Assuming the council has not acquired the General power of Competence (GPC), as the council has no statutory power to undertake such work to the highway (i.e. not a function of the council as per section 139(1) (a)), the amount of funds it could ‘administer’ in one year is required to be added to and would be calculated with the council’s section 137 (of the same Act) expenditure in that year. That is, £8.12 multiplied by 2887 (number of registered electors) = £23,442. The council must remember that this is the total the council can spend using the section 137 power, not just spend on the resident’s road resurfacing.

e) **Wet Ings Lane**

Posters have been put up on Wet Ings Lane in a bid to combat dog fouling and litter.

A number of these have been removed.

f) **Stables – Land Adjacent to Ellers Road**

It has been reported on more than one occasion that the site is being resided upon.

This has been reported to Craven District Council and an Enforcement officer is dealing with the matter

g) **Bus Shelter – Outside Village Hall**

The overgrowth has been cut back and the bus shelter roof cleaned.

h) **Remembrance Sunday**

10th November 2019 at 11am.

It was **resolved** that Cllr. Hart will lay the wreath on behalf of the Parish Council.

i) **Lowfold Road**

This is the new street name given to the new development on North Road. Normally the Parish Council would be consulted first by the developer and then by Craven District Council.

Craven District Council were unaware the developer had not contacted the Parish Council with options for naming the road. Due to timing issues Craven District Council authorised the name Lowfold Road in order to administer a postcode for the utilities etc.

Cllr. Green informed of her disappointment that the Parish Council had not been consulted on the name and felt the word Road was inappropriate for these properties. The properties are on a Cul-de-sac not a through road.

It was **resolved** that the clerk send a letter informing that the Parish Council are unhappy that the proper procedures were not followed.

J) **Commercial Waste Charges**

A resident emailed the following information on Commercial waste charges.

The cost to raise an invoice for commercial waste is £10 x 1000 = £10,000

@ 17p per kg overweight 1kg would generate £170

10kg would generate £1,700

20kg standard green wheelie bin would need 58.9kg overload to generate a breakeven point.

It was **resolved** that the email from the resident be forwarded to Cllr. Morrell who will take the matter up with Craven District Council.

Cllr. Morrell informed that the Standards Committee at Craven District has recently reviewed Commercial Waste procedures and practices. Energy efficient vehicles are being used and this is being monitored.

1. Park Pavilion Report

a) **Annual Play Inspection**

Edging Gaps between surfacing – recommendation allow grass to establish in gap

Chain Wear – Monitor

Multiplay Junior – scale back rusty area and re-paint

b) **Container – Report circulated**

Request from the Park Keeper to purchase a 20f/22ft storage container for storage. Costs range from £1,000 to £1500.

It was **resolved** that the request be refused.

The park is in a Conservation Area.

Containers are not the most appropriate buildings on a long-term basis - by virtue of their design, materials and appearance a storage container would detract visually from the area. The park is subject to a high level of public views, it would have an adverse impact on the character and appearance of the area.

A stone building was recently provided for the park keepers equipment.

2. Telephone Box/Kiosk – Report circulated

Copy of notice: -

Sutton-in-Craven Parish Council is looking into the adoption the K6 phone kiosk on the junction of Main Street/High Street for the Community and would like to hear what the parishioners of Sutton-in-Craven would like to see it used for. Such suggestions will not bind the council, but they will be properly discussed and considered.

Upon purchase of the phone box the equipment will be removed. BT Payphones is not selling the land under the kiosk and the parish Council cannot acquire the land under the agreement.

There will be no changes made to the external appearance of the kiosk as a result of the adoption. The Parish Council will become responsible for the repair and maintenance of the kiosk.

History

The phone kiosk is a type known as K6 and its design was commissioned by the General Post Office in 1935 to commemorate the Silver Jubilee of King George V; thereafter this type of kiosk became known as the 'Jubilee Kiosk'. Ironically, King George didn't live long enough to see any of his commemorative kiosks installed – he passed away on 20th January 1936.

The Jubilee Kiosk became the first standard telephone box to be installed throughout Britain – between 1936 and the end of production in 1968, there were nearly 70,000 of them. The K6 kiosk is truly iconic in that it is recognisably British on a global scale, along with the Routemaster London buses and Post Office pillar boxes – all of them painted red.

The K6 was designed by English architect Sir Giles Gilbert, made by the Carron Company of Stirlingshire and was approved by the Royal Fine Arts Commission.

Suggestions for use include: - Book exchange, Information Centre, Public Rights of Way, Art Gallery. Defibrillator, this has been ruled out as there are now five in the Village (Kings Arms, Baptist Church, Cricket Club, Village Hall and the Park).

The Telephone Kiosk is listed and if it has not altered since it was listed and is as described in the list entry then Heritage England will not be able to take an application to de-list it forward.

Seeking listed building consent may be the best option going forward should the Council go ahead with the adoption.

Issues in the contract have been highlighted: - lighting, Lead Paint, Insurance, responsibility.

It was **resolved** that the clerk contact other Parish Councils for any information and advice on these issues.

Chairman Signature _____

Date _____

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

a) Alvic Field

Cllr. Hart reported that he had received several complaints about the unsightly overgrowth of vegetation, rats and foul aromas (in the recent hot weather) on Alvic Field.

It was resolved that the Clerk write to the owner informing of the appearance, health issues on site and enquire what his plans are to maintain the field and when action will be taken to address these issues.

b) Holme Beck

Cllr. Hart raised concern over the amount of overgrowth along Holme Beck and potential flooding issues.

The clerk contacted the Environment Agency and they requested more information and pictures of the areas of concern.

The Environment Agency will be conducting a winter walk through of the beck in the next month. The banking will be assessed, and any actions needed to be taken to mitigate potential flood risk will be carried out.

It was **resolved** that the clerk arrange a meeting for Parish Councillors with the Environment Agency representative undertaking the walk through.

c) Lyndhurst Woods

Cllr. Morrell reported: -

1) The indigenous undergrowth that used to fill the wood has all but disappeared in a sea of mud, apart from the two 3 x 3 m fenced enclosures and the 5 x 3 m enclosure. This would seem to indicate that the much more extensive fenced-off areas as originally fenced off need to be re-instated.

2) Tree-felling has thinned out the tree coverage, for reasons of disease and others, but where is the replanting to enable the wood to recover? Replanting should be an obvious priority. Why are we not seeing this?

It was **resolved** the clerk contact the Woodland Trust to enquire of the above and arrange a meeting with Parish Councillors and representatives of the Woodland Trust.

4. Events

a) Funday

The Village Committee would like to request the use of the park and all its facilities including the use of the Pavilion for the Funday on an **ongoing basis** to be held the weekend of Father's Day. All relevant Risk Assessments and Insurance documents would be provided to the Parish Council prior to each event.

The clerk informed following legal advice that it is recommended that, sufficient power is included for the parish council to initiate provisions for review and provision that it can withdraw from the agreement at any time upon a reasonable amount of notice. The duration of the agreement is also key and perhaps no longer than three years is sensible and unless circumstances alter within the Village Committee.

Further to the above, it is important to note that councillors do hold office for a four year term however, any commitment would be a decision of the council, which exists in perpetuity, hence the importance of a provision within any agreement, to review and withdraw the agreement upon any reasonable notice.

It was **resolved** to continue with the current procedure of an annual application. Proposed Cllr. Morrell, seconded Cllr. Bretan. The request for the use of the park and its facilities for 2020 was granted.

5. Craven District Council –Planning Decisions

Application No	Date Received	Proposal	Location	Decision Date	Decision
2019/20978	19/09/2019	Proposed conversion of existing garage & outbuilding to form car port & garden room	10 Hazel Grove road	25/10/2019	Granted

109/11/2019 Members Reports from Meetings and Community Reports

a) None

110/11/2019 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. Proposed Cllr. Morrell, seconded Cllr. Bretan.

111/11/2019 Future Agenda Items

A Parish Council Meeting is a meeting of the Parish Council.

Only Councillors may request items to be placed on the agenda of a Parish Council Meeting.

112/11/2019 Date and Time of Next Meeting

Monday 2nd December 2019, at 6.45pm.

Chairman Signature _____

Date _____

SPC66	M Apreda	1428.00	Urban Grass Cutting
SPC67	ROSPA Play Safety	145.20	Annually Inspection
SPC68	A Appleyard	43.10	Water boiler socket
SPC69	Sky	90.00	July, August, Sept line rental, internet, calls
SPC70	A Appleyard	149.20	Defib installation
SPC71	Lets Play Everywhere	420.00	MUGA/Play Area Surfacing
SPC72	RBL Poppy Appeal	30.00	Wreath
SPC73	Npower	775.86	Electricity
SPC74	Mark Hough	145.66	Expenses
SPC75	M A Roberts	72.00	shelter
SPC76	Staff (4 Members)	3142.69	Salary/wage
SPC77	HM Revenue & Customs	440.75	Tax & National InsuranceSPC
SPC78	NYCC Pension Fund	962.57	Pension contributions

Chairman Signature _____

Date _____