



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 5th February 2018

Present

Cllr. Morrell – Chair, Cllr. Place, Cllr. Joy, Cllr. Hart, Cllr Green.

in Attendance: Clerk: Mrs Emmott, Cllr. Philip Barrett (North Yorkshire County Councillor) three members of the public.

The Chairman welcomed everyone present.

13/02/2018 Apologies for Absence

Cllr. Smith has resigned her position on the Parish Council due to ill health. Craven District Council have been notified and the necessary procedures are being actioned. Cllr. Bretan (prior engagement), Cllr. Hawkins (illness) and Cllr. Parsons (meeting).

Cllr. Hart proposed a letter be forwarded thanking her for her service and dedication to the Parish Council and the village of Sutton-in-Craven and wishing her well in her health and retirement.

It was resolved a letter be sent.

14/02/2018 Declarations of Member's Interest in Matters on the Agenda

Cllr. Morrell and Cllr. Place declared a prejudicial interest in Planning Applications (19/02/2018). Cllr. Morrell and Cllr. Place are District Councillors and members of the Craven District Council Planning Committee. Both Councillors adjourned to the public area and took no part in the discussions.

15/02/2018 Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on Monday 8th January 2018 (circulated to all members) were agreed as a correct record and signed by the Chairman. Proposed Cllr. Place, seconded Cllr. Green.

16/02/2018 Public Participation

- a) A thank you to the Parish Council for arranging the removal of leaves and the unblocking of drains from North Road.
- b) Complaints about pot holes, the use of white paint used to identify them, and should not Road Tax be used for dealing with the pot holes in the roads.
- c) Partial pavement on Sutton Lane dismissed.
The Parish Council has made a request to NYCC Highways to be consulted prior to making arrangements with developers for community funds.

17/02/2018 North Yorkshire County Council Report from Councillor Philip Barrett

The issue of Pot holes and substandard surfacing will be brought up at the Area Committee Meeting.

The Kildwick Level crossing – Roundabout gridlocking - Oral report of the Corporate Director Business and Environmental Services will also be discussed.

18/02/2018 Craven District Council Report from Cllr. Morrell & Cllr. Place

Cllr. Morrell has been attending meetings with regards to loneliness, isolation and mental health.

Local meetings are taking in place. The meetings are to enable frontline services to be guided by key figures in the voluntary sector in a bid to tackle the problem.

The next meeting is to be held at the Community Centre 5.30-6.30pm.

19/02/2018 Planning Applications

Application Number	Location	Proposal	Comments
2018/18879/FUL	Bay Horse, Ellers Road	Construction of 6no. Two story houses and access drive	No Objections
2017/18753/FUL	Land West of Greenroyd Drive	Residential development of 10 dwelling including demolition of existing dwelling no.32 Greenroyd Drive to provide access off Greenroyd Drive and associated works Amended Application	No housing allocated for Sutton in the Local Plan. Survey has shown a need for 2-bedroom properties as opposed to 3 and 4. Request for more species of planting in hedgerow.

Chairman Signature _____

Date _____

			Conservation Area
2018/18921/HH	23 Cedar Grove	Single Storey rear extension, side window to kitchen and replacement garage	No objections

20/02/2018 **Clerks Report and Correspondence**

- a) A further request has been made to waste management at CDC to see if a bin can be replaced by the bus shelter outside the Village Hall.
- b) Leaves are blocking drains and gully's on North Road, Hazel Grove just before Cedar Grove and by the School gates, Gatering Lane.
Craven District Council and NYCC Highways have been notified.
- c) The clerk informed the Park Keeper about the difficulty residents are having in pinning notices to the board by the bus stop on Main Street. The Park Keeper is contacting the contractor to rectify the situation.
- d) Planning comments emailed to Craven District Council.
- e) The Parish Councils Insurance have been advised of the incident re: Sutton Park/Beech Grove (read receipt obtained).
- f) Letter regarding the Railway Station, Cross Hills, forwarded to David Bowe, Corporate Director Business and Environmental Services, Cllr. Don Mackenzie, Executive Member for Access, including highways, road and rail transport, broadband, mobile phones; public rights of way and Cllr. Carl Les, Leader, Communications, Emergency Planning and Community Safety.
- g) Form returned to Craven District Council requesting £76,000 for the precept for 2018/19
- h) Email to Ken Martin NYCC Highways, enquiring if the Parish Council can be consulted prior to making arrangements with developers for community funds.

1. **Tree Survey's for the Park and Clough**

For an Arboricultural Risk Assessment Survey of Trees at the Park £506.40 and at Lumb Clough £626.40 plus VAT. It was resolved that Bowland Tree Consultancy Ltd carry out the surveys.

2. **Emergency Plan**

The Emergency Plan will be circulated to members and then advertised to inform of its existence.

3. **Community Welfare – Loneliness and Isolation**

Please Cllr. Morrell's report.

4. **Park/Pavilion Report**

- a) **Requests for the use of the Park:** -
Sutton Juniors – Saturday 24th February - Round Robin, penalty shoot out
Sutton C of E School – 21/25/29th June - Sports Day, 19th July – Year Six rounders
Sutton Community Primary School - 18th May - Race for Life, 26/28th June - Sports day
Church - 8th July - Praise in the Park

5. **Flood/Footpath/Lighting/Highways**

- a) **Flood Report**
The next meeting of the South Craven Catchment Flood Group is to be held on the 1st March 2018. The Chairman and Clerk will be attending.
- b) **Footpath Report – Pot Holes, Gatering Lane**
Ravenstones- We were previously informed that following a restructure of the Countryside Access Team, formerly known as the Public Rights of Way team, that the case for the footpath for Ravenstones was to be dealt with next. No timescale was given at the time.
The clerk to request an update on the situation.
- c) **Parish Lighting**
None
- d) **Trees**
Unsubstantiated reports have been made about someone logging in Lyndhurst Wood.
The Clerk to inform the Woodland Trust.

6. **Annual Parish Meeting and the Annual Meeting of the Council**

It was resolved that the Annual Parish Meeting will be held on the 5th March 2018 and the Annual Meeting of the Council will be held on the 14th May 2018.

Chairman Signature _____

Date _____

7. Tour de Yorkshire

The Tour de Yorkshire will come through Sutton on Sunday 6th May 2018.

8. Craven District Council –Planning Decisions

Application No	Date Received	Proposal	Location	Decision Date	Decision
2017/18607/HH	06/10/2017	Construction of two storey extension to existing detached residential dwelling and demolition of detached garage	Hollin Root Barn, Off West Lane	12/01/2018	Granted
2017/18395/FUL	22/08/2017	Retrospective application for the retention of an area of hardstanding adjacent to the stable block approved by planning consent ref: 66/2015/16211	Land Off Ellers Road	26/01/2018	Granted

21/02/2018 Members Reports from Meetings and Community Reports

Cllr. Hawkins attended the YLCA Branch Meeting. The Agenda included the following topics: -
General Data Protection Regulation
Continued opportunity for grants under the Transparency Fund (until 12.2.18)
New external audit arrangements

22/02/2018 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

23/02/2018 Future Agenda Items

None

24/02/2018 Date and Time of Next Meeting

Monday 5th March 2018, at 6.45pm.

SPC97	Hm Reveune & Customs	34.32	VAT
SPC98	Information Commissioners Office	35.00	Data Protections
SPC99	Staff (4 members)	2835.09	Salaries/wages
SPC100	HM Revenue & Customs	439.87	Tax & National Insurance
SPC101	NYCC Pension Fund	846.26	Pension contributions

Chairman Signature _____

Date _____