



# 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 5<sup>th</sup> June 2017

## Present

Cllr. Morrell – Chair, Cllr. Bretan Vice-Chair, Cllr. Hart, Cllr. Joy, Cllr. Hawkins, Cllr. Parsons, Cllr. Green and Cllr. Place. in Attendance: Clerk Mrs Emmott and 3 members of the public. The Chairman welcomed Cllr. Place to the Parish Council.

## 66/06/2017 Apologies for Absence

Cllr Smith and Cllr. Barrett (North Yorkshire Councillor)

## 67/06/2017 Declarations of Member's Interest in Matters on the Agenda

Cllr. S. Place and Cllr. S Morrell declared a prejudicial interest in Planning Applications (72/06/2017), Lease of Land – Wilson Street (73/06/2017 (2) and Planning – Appeal Hearing (73/06/2017 (4) and left the table during discussion, debate and voting (Both are District Councillors and members of the Planning Committee).

## 68/06/2017 Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on Monday 8<sup>th</sup> May 2017 (circulated to all members) were agreed as a correct record and signed by the Chairman. Proposed Cllr. Green seconded Cllr. Bretan. Cllr. Place abstained.

## 69/06/2017 Public Participation

- a) Mr Young from the Village Committee enquired about the features of the All-Inclusive Roundabout with regards to information for members of the public on Funday. He also suggested that the roundabout be advertised further with pictures of someone on the roundabout in a wheelchair.

## 70/06/2017 North Yorkshire County Council Report from Councillor Philip Barrett

None

## 71/06/2017 Craven District Council Report from Cllr. Morrell and Cllr. Place

- a) Cllr Morrell reported that following the Elections for the Craven District there have been some changes. Cllr. Morrell has left the Select Committee and is now on the Planning and Policy Committees.
- b) Cllr. Place informed that the New Local Plan is now complete and will be submitted by September. Cllr. Hart proposed on receipt of a copy of the final Local Plan the Parish Council hold a special meeting to review its contents.

**Resolved:** To hold a special meeting.

## 72/06/2017 Planning Applications

| Application Number | Location                                     | Proposal   | Comments   |
|--------------------|--|--|--|
| 66/2017/18095      | 8 Park Drive                                 | Proposed Single Storey Extension to Front                    | No adverse Comments  |
| 66/2017/18120      | First Floor Above Vujon Takeaway, Holme Lane | Change of use of First Floor From Residential To Taxi Office | The Parish Council object to the change of use on the grounds this is a loss of a dwelling. Should this application be approved conditions should be enforced? No walk in Taxi Office, No Parking in the vicinity including Bridge Road (Schools both on Bridge Road and Main Street). |

## 73/06/2017 Clerks Report & Correspondence

- a) Letters to candidates informing of the Councils decision on co-option.
- b) Email to Laura Whitaker to confirm order of a 1100L bin for the park.
- c) Email to resident informing that the Council are obtaining quotes to fence off the compost bay area.
- d) Email to Let's Play (Everywhere) informing that their quote for resurfacing the Bloqx area was successful.

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

Date \_\_\_\_\_

- e) Call to M. Apreda informing that the quotations for the fencing on the becksides and painting the park shelters was successful.
- f) Email to Rebecca Holding, Commercial Surveyor, CDC accepting the proposal to lease the land on Wilson Street/Main Street. Request made for a 50-year lease.
- g) Annual Return sent to External Auditors, PKF Littlejohn.

**1. Grants**

Letter of thanks received from the South Craven Community Library for their grant of £1,910.

**2. Land at Wilson Street**

Rebecca Holding, Commercial Surveyor at Craven District informed that a fifty-year lease would be acceptable however when such long leases are granted they ask for a mutual break clause in year 25. It was resolved to request a copy of the lease and that the area be inspected by Craven District Council and any maintenance work (posts, trees etc.) necessary be done before any exchange takes place.

A Letter of complaint was received regarding members of the public holding parties on the amenity area. This has been forwarded to Craven District Council.

**3. Park/Pavilion Report**

- a) Surfacing around the Bloqx area to commence on Monday 12<sup>th</sup> June 2017.
- b) The compost area has now been fenced off with appropriate signage. A letter to be forwarded to a complainant about the measures taking.
- c) The Cradle swings have now been replaced. These were obtained at a reduced price to the original quotes at a cost of £321.40 a saving of £293.60.

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

- a) Cllr. Hart informed that there still is not Public Footpath sign at Bankfoot Farm. Resolved to inform Public Rights of Way and request a metal sign to be concreted in the ground.
- b) Cllr. Hart informed that he had recently received several Flood Alerts. Cllr. Place also informed the same and explained although Sutton had not been flooded several areas including Bingley, Shipley, Haworth had received heavy down pours and thunderstorms which Sutton very narrowly missed.
- c) Cllr. Morrell to look in to organising another meeting of the South Craven Catchment Flood Group.

**4. Appeal – Land to the West Off Holme Lane**

Resolved: That Alison Roland, Town Planners Ltd attend the Appeal Hearing for Land to the West Off Holme Lane on behalf of the Parish Council on the 2<sup>nd</sup> August 2017. Cost in the region of £700.

**5. Standards Committee – Replacement Parish Representatives**

The District Council's Standards Committee has, under the Localism Act 2011 responsibility for dealing with standards complains against elected and co-opted members of Parish Councils. The Standards Committee is comprised of five District Councillors each with voting rights, together with up to four co-opted Parish Councillors (non-voting). The Committee is also supported by three Independent Persons appointed by the Council who offer guidance and advice to the Monitoring Officer dealing with standards complaints.

The vacancies will be filled following a vote of the Parish Councils in the District. The proposed time table for Parish nominations is from the 19<sup>th</sup> May 2017 – 19<sup>th</sup> June 2017. The term of office is until the Annual Council meeting in 2021 (full term of office is four years).

No nominations were put forwarded.

**6. North Yorkshire Permit Scheme - consultation**

New Consultation – The North Yorkshire Permit Scheme (NYoPS)  
 Part 3 of the Traffic Management Act 2004 and The Traffic Management Permit Scheme (England) (Amendment) Regulations 2015 gave local authorities powers to operate a permit scheme to improve the management of works on the public highway undertaken by highway authorities and utility companies. North Yorkshire County Council, in its capacity as the local highway authority (excluding motorways and trunk roads), proposes to exercise these powers to introduce a system of permits for street works and road works under the North Yorkshire Permit Scheme (NYoPS). This will require permits to be obtained for most road and street works, whether they are undertaken by or on behalf of, utility companies or the highway authority.

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

Date \_\_\_\_\_

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

| <b>Date of Valid Application</b> | <b>Location</b>               | <b>Proposal</b>   | <b>Date Decision Issued</b> | <b>Decision</b> |
|----------------------------------|-------------------------------|---|-----------------------------|-----------------|
| 66/2017/17969                    | Brig Gate Farm<br>Ellers Road | Removal of 3 redundant farm buildings and replacement with one modern unit.<br>Plus creation of new access way. | 01/06/2017                  | Withdrawn       |

**74/06/2017 Members Reports from Meetings and Community Reports**

- a) Cllr. Hawkins reported that an Ironing Board and Scooter had been thrown in the beck near the Cricket Field. Craven District to informed.

**75/06/2017 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.

**76/06/2017 Future Agenda Items**

None

**77/06/2017 Date and Time of Next Meeting**

The meeting closed at 7.35pm. The next meeting will be the Annual Meeting held on Monday 3<sup>rd</sup> July 2017.

|       |                                |         |                                     |
|-------|--------------------------------|---------|-------------------------------------|
| SPC25 | Yorkshire Water                | 283.77  | Park/pavilion water                 |
| SPC26 | North Yorkshire County Council | 570.52  | Street lighting maintenance costs   |
| SPC27 | Staff (5 members)              | 3694.99 | salary                              |
| SPC28 | HM Revenue & Customs           | 467.40  | Tax & Nat Insurance                 |
| SPC29 | North Yorkshire Pension fund   | 846.26  | Pension Contributions               |
| SPC30 | A Appleyard                    | 70.00   | Pat Testing/hand dryer installation |
| SPC31 | City Electrical Factors        | 114.71  | Hand dryers                         |
| SPC32 | Jacs                           | 140.40  | Paint/cable ties/brushes            |

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

Date \_\_\_\_\_