



# 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> September 2016

## Present

Cllr. Morrell – Chair, Cllr. Bretan, Cllr Hart, Cllr. Joy, Cllr. Hawkins, Cllr. Smith, Cllr. Parsons and Cllr. Green.  
In Attendance: Mrs D Emmott – Clerk, Cllr. Barrett and one member of the public.

## 091/09/2016 Apologies for Absence

Cllr. Marchant

## 092/09/2016 Declarations of Member's Interest in Matters on the Agenda

None

## 093/09/2016 Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on Monday 4<sup>th</sup> July 2016 (circulated to all members) were agreed as a correct record and signed by the Chairman. Proposed Cllr. Hawkins, seconded Cllr. Smith

## 094/09/2016 Public Participation

A resident reported an incident of a false post box put up over an existing one while the householders were on holiday. After a few days the false box was removed along with the householder's post. The thieves by this time had acquired the home owner's personal information.

No reports have been received on the North Yorkshire Community Messaging Service.

Questions were raised over the increasing crime rate in the area and whether turning certain street lights out between 12-5am contributed to this?

Cllr. Morrell informed that information he had received was the increase is related to opportunists from out of the area.

Also two men in a white van pretending to be workmen have been reported in the area. These men visit properties with particular interest in the rear of homes assessing doors and windows and look for opportunities to come back when home owners are out.

A complaint was received about the condition of North Road and the difficulty of navigating sections of the road which suddenly dip, a trip hazard especially when walking in the dark after 12pm when the street lights are out.

A resident enquired if the street light at the top of Hazel Grove could be put on between the hours of 12 – 5am as it is extremely dark and the road does lead to a public footpath.

Cllr Barrett agreed to look into the matter.

Water running off land opposite the cricket field is flooding on to the road.

The matter to be reported to NYCC Highways.

## 095/09/2016 North Yorkshire County Council Report from Councillor Philip Barrett

- a) Cllr. Barrett reported that there has been an increase in crime during the day time. Residents should be extra vigilant and keep doors locked and windows closed whenever possible.
- b) The A6068 will be closed Monday to Friday until the 23<sup>rd</sup> September from 7pm due to road works.
- c) South Craven Catchment Flood Group  
A bid for funding for an Environment Agency led project to assess flood risk and develop options has been successful. A walk of the beck has recently been undertaken with members of the NYCC, Craven District Council and the Environment Agency attending.  
The South Craven Catchment Flood Group are due to meet up again at the end of September/October where a more detailed update on matters will be given.
- d) Work is/has been undertaken with regard to road edge repairs and improvements on West Lane, Bridge Road and Ellers Road. A sandbag storage unit has now been sited on Manor Way.
- e) Cllr. Joy enquired if it was illegal to park in front of a dropped kerb.  
It was confirmed it would be an issue if access was required. With Regard to private drives further advice would need to be sought.

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

Date \_\_\_\_\_

None

097/09/2016 **Planning Applications**

Planning Ref No.	Site Location	Description of Proposal	Comments
66/2016/17048	Sutton Park	Application for 4 X Floodlights (6m Column, 76mm In Width, Painted Black To Match The Lamp Posts In The Park, 2 Lights Per Pole) Sited At The Four Corners Of The Bowling Green. The Lights Would Be Used No Later Than 10.00pm.	See below
66/2016/17156	6 Park Drive	Extension to Front of Property to Extend the Lounge & Kitchen	No Objection
66/2016/17133	High Pole Farm, Four Lane Ends	Agricultural Improvement of Wet Land and Provision of New Farm Access (Resubmission of Previously Withdrawn Application Ref: 66/2016/16644).	No objection
66/2016/17177	26 Manse Way	First Floor Bathroom Extension (Resubmission of Previously Refused Application (66/2016/16290)	No Objection

Sutton Bowling Club has grown in terms of membership. Floodlights would enhance the community facility. Lights are to match existing lighting in the park and would have no significant adverse impact upon residential amenity. The bowling season is from April – October. Lights would only be used one two three evenings a week (Tues, Wed, Thursday) for 60 minutes' maximum and not be beyond 10pm in the months of April, May, August, September it is unlikely the lights will be needed in June and July.

098/09/2016 **Clerks Report & Correspondence**

- a) **Village Hall Committee**  
Letter to the Village Hall Committee informing them of the Parish Council representative.
- b) **Glusburn Brownies**  
Letter to 1<sup>st</sup> Glusburn Brownies informing them that their grant application towards an Events Shelter was successful.
- c) **Planning Applications**  
Email to Craven District Council with planning application comments.
- d) **Highway Matters**  
The clerk met with Cllr. Barrett and a NYCC Highways Officer to discuss issues raised about exiting Park Drive and Hazel Grove Road.  
The resident at the bottom of Hazel Grove Road kindly agreed to reduce his hedge significantly (which he has now done). The situation regarding this and Park Drive is currently being monitored.
- e) **Sink Hole – West Lane**  
A sink hole opposite the entrance to Fernlea, West Lane was reported to Area 5 Skipton on Friday 22/07/2016. The matter is being dealt with by Highways.
- f) **Overgrowth on pavements**  
A number of complaints have been received regarding overgrowth encroaching on public pavements. Residents are being encouraged to cut back any overgrowth.
- g) **Crag Nook Delph**  
Seating has now been restored at Crag Nook Delph.
- h) **Yorkshire Local Councils Association – Craven Branch Meeting**  
8<sup>th</sup> October at 2pm, Hellifield Village Hall, Hellifield.
- i) **Tree – Holme Beck**  
A large tree snapped falling in to Holme Beck between Holme Bridge and the Cricket Field. I reported to the Environment Agency on the 8<sup>th</sup> August ref: 1460166. Confirmation has been received that this has now been removed.
- j) **Tree – footpath**  
A large branch snapped and hung dangerously over the footpath between Holme Bridge and the Cricket Field. The Park Keeper removed the branch.
- k) **Footpath Beckside**  
A complaint made by a resident who lives near the footpath leading from Holme Bridge. The path is very uneven and overgrown. The resident feels that the area in general is very much neglected.
- l) **Greenroyd Court**  
A complaint has been received from a resident of Greenroyd Court with regard to the lack of maintenance to two small parcels of land on Greenroyd Court. Previously these have been maintained by Barnfield Construction Ltd.

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

Date \_\_\_\_\_

Following the complaint, the clerk contacted Barnfield Construction Ltd who informed the parcels of land are in the process of being adopted one by the Local Authority (not the Parish Council) and the other by a resident. If the adoption was not to be completed within the next week Barnfield Construction have been requested to send contractors to the site to undertake the necessary maintenance work. Details of the new owners to be forwarded in due course.

- m) **Greenroyd Drive – Building Site**  
Complaints have been received about the condition of the building site on Greenroyd Drive/Wet Ings Lane. An electrical wire is running up a metal post across Wet Ings Lane to Greenroyd Court. The matter was reported to Craven District Council. The developers are being contacted in the first instance asking for their voluntary co-operation. The electrical wire is a household extension and again the developers are being asked to assist.
- n) **Willow Tree - Croft Hill**  
A Willow tree on land owned by Yorkshire Housing is overgrown covering the pavement and hanging over the road, kids are swinging on the branches. Drivers may not be able to see them. It is a health and safety issue for the kids and on-going drivers.  
The matter has been reported to Yorkshire Housing.
- o) **Allotment Weir**  
Permission was previously sought for work on the Allotment Weir to make it easier for fish to pass upstream. The Aire Rivers Trust commissioned an investigatory survey which has revealed concerns about the weir which make it inadvisable to address the planned works. A report from the Environment Agency, who did the investigation (circulated) concludes:  
“Due to the current condition of the weir any activity to modify it (e.g. notching or fish pass construction) will carry significant risk of comprising the integrity of the structure. As can be seen uncontrolled collapse is likely to have significant adverse effects on both the channel and the surrounding infrastructure.”  
The matter to be brought to the attention of the South Craven Catchment Flood Group.
- p) **Craven Area Committee Meeting**  
Gargrave Village Hall, Thursday 8<sup>th</sup> September, 10am.

## 1. **Local Plan**

Planning Consultants submission on behalf of the Parish Council circulated to members 18<sup>th</sup> August 2016 :-  
Objection to SC040 in the Draft Craven Local Plan: Preferred sites for Housing Consultation Document July 2016.  
This has been forwarded to Craven District.

The planning application for SC040 has not gone to committee yet. The Parish Councils Planning Consultant informs the position is basically that the Council (CDC) wanted to present “joined up thinking” in respect of the two arms of the Planning Department; Development Management and Spatial Planning (Policy). In theory it would look disjointed if for example, the Development Control Committee resolved to refuse the Planning application in August only for the Spatial Planning Committee (for example) to put forward the site as a Preferred Option at the September Committee.

Therefore a view has been taken not to report the application to Development Control Committee until after the Spatial Planning Committee have taken a view on SC040.

## 2. **Park/Pavilion Report**

- a) **Shoring up of beck**  
Two quotations have been received both over £5,000 excluding VAT. The third quote has not been received as yet. It was **resolved** that this be carried forward to the next meeting.
- b) **Safety Surfacing**  
Problems with safety surfacing cracking and sinking have been reported. A site visit with the company who installed the surfacing was undertaken and we are awaiting their response.
- c) **Shelter Windows**  
Awaiting further quotes.  
It was **resolved** that this be carried forward to the next meeting.
- d) **Drains**  
The Park Keeper reported a blocked drain near the bottom shelter. On further assessment the drain had collapsed further down. This has now been dug up and replaced.
- e) **Vandalism**  
Damage was caused to the park shelters. The Police were notified and the culprits identified.

### 3. Footpath Report

#### Crag Nook Delph

#### Report from NYCC Public Rights of Way Officer

“Crag Nook Delph FP.05.39/50/1

The problem with this path is that the route the public take. i.e. from West Lane, along the track to the gate by the mast, is significantly different from the legal line of the path as it was recorded on the Definitive Map (see attached map). You will see that from West Lane, it is drawn along the side of the wall along the top of the quarry, then through the boundary but not where the new gate is, then just past the mast, it turns north-west through the boundary i.e. not through the next gate either. There then appears to be further significant differences between the definitive map and any walked route until just before Cranberry Hole Farm.”

The line of the Public footpath on checking the definitive is has the Rights of Way Officer describes above. The map shows black dashes through the middle of Crag Nook Delph and on towards Cranberry Farm also. This seems to denote a path which was already on the ground at the time of the surveying.

Dashed black line paths are most frequently shown on maps when there is either no public right of way, but an actual path on the ground, or where a nearby public right of way is not representative of the true course of a path.

- The existence of a public right of way on a map does not necessarily mean that there is an actual path on the ground
- The existence of a path on the ground does not mean that there is a public right of way to use it
- A path shown on a map does not mean it is a public right of way – it just means there was a path on the ground at time of surveying.

Cllr. Hart produced a copy of the definitive map and requested it be scanned and sent to the Rights of Way Officer for further comment.

It was resolved a copy of the map be sent.

### 4. Applications

#### Cross Hills Library

As you are no doubt aware, on 1<sup>st</sup> April 2017, Cross Hills Library will become South Craven Community Library, run by volunteers from the parishes.

The Management Committee are asking each of the nine Parish Council in the South Craven area to help with funding.

The amount of funding requested from each Parish Council is based on the number of borrowers as a percentage of our first year's costs. Overall estimated costs for the first year (2017/18) is £6,952, and as 27.47% of borrowers reside in Sutton in Craven Parish, the Committee are asking for a donation of £1,910.

It was **resolved** that the clerk reply inviting the committee to apply for a grant.

### 5. Craven District Council –Planning Decisions

a)

Date of Application	Location	Proposal	Date Decision Issued	Decision
19 May 2016	26 Manse Way	Proposed First Floor Bathroom Extension	01/07/2016	Refused (see below)
24 May 2016	Cranberry Cottage West Lane	Rebuilding of Existing Garage and Farm Store	12/07/2016	Granted
01 June 2016	The Red Barn, Bent Lane	First Floor Extension of Existing Garage	18/07/2016	Granted

#### 26 Manse Way - Refused

The proposed first floor extension would result in a dominant and unbalanced form of development that would cause material harm to the character and appearance of this pair of semi-detached dwellings and also the existing street scene. This is contrary to the requirements of Saved Policy H-20 of the Craven District (outside the Yorkshire Dales National Park,) Local Plan and the aims and objectives of the National Planning Policy Framework, which seeks to protect the local character.

### 6. Drinking Trough, Ellers Road

Reply from Historic England.

Unfortunately, the current circumstances of the Drinking Trough do not fall into any of the three categories used by the department for Culture, Media and Sport to prioritise designation resources on those sites that are most in need of protection.

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

Date \_\_\_\_\_

**099/09/2016 Members Reports from Meetings and Community Reports**

a) None

**100/09/2016 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.

**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 14 days from the 8th August 2016.

**101/09/2016 Future Agenda Items**

None

**102/09/2016 Date and Time of Next Meeting**

The meeting closed at 7.45pm. The next meeting will be held on 3<sup>rd</sup> October 2016.

			Debit	
SPC45	M Apreda		263.00	Grass verges, bus shelter seat, park repairs
SPC46	British Telecommunications		119.23	Line rental, Internet, calls June, July, Aug
SPC47	Jacs		71.37	Shovel, paint, wasp powder, slug pellets
SPC48	Salaries (6 members)	July	3748.98	Salary
SPC49	HM Revenue & Customs	July	444.61	Tax & National Insurance
SPC50	NYCC Pension Fund	July	707.49	Pension contributions
SPC51	B. K. Growers Ltd		327.60	Plants
SPC52	Park Keepers Expenses		135.00	Wellingtons etc
SPC53	PKF Little John LLP		480.00	Audit
SPC54	1 <sup>st</sup> Glusburn Brownies		150.00	Grant – Event Shelter
SPC55	Chris Cairns		107.50	Seat, Crag Delph Nook
SPC56	Yorkshire Water		371.60	Park / Pavilion
SPC57	Park Keepers Expenses		47.54	Plants
SPC58	Salaries (6 members)	Aug	3698.73	Salaries
SPC59	HM Revenue & Customs	Aug	444.81	Tax & National Insurance
SPC60	NYCC Pension Fund	Aug	707.50	Pension contributions

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

Date \_\_\_\_\_