Sutton-in-Craven Parish Council

Minutes of the Meeting of Sutton-in-Craven Parish Council held remotely at 6.30pm on Monday 7th September 2020

Present

Cllr. Morrell – Chair, Cllr. Bretan- Vice Chair, Cllr. Parsons, and Cllr Jennings
in Attendance: Clerk: Mrs Emmott

51/09/2020 Apologies for Absence

Cllr Hawkins, Cllr. Hart, Cllr. Green and Cllr. Barrett

52/09/2020 Declarations of Member's Interest in Matters on the Agenda

Cllr. Morrell declared a prejudicial interest in Planning Applications. Cllr. Morrell is a District Councillor and a member of the Craven District Planning Committee.

53/09/2020 Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on Monday 6th July 2020 (circulated to all members) were agreed as a correct record and to be signed by the Chairman (subject to the wording of Cllr. Morrell being changed to Cllr. Bretan on the Members Report section). Proposed Cllr. Bretan, seconded Cllr Morrell.

54/09/2020 Public Participation

None

55/09/2020 North Yorkshire County Council Report from Councillor Philip Barrett

None

56/09/2020 Craven District Council Report from Cllr. Morrell

Remote meetings are taking place at Craven District Council. A Policy Committee meeting was held on the 11th August and the next one is due to be held on the 15th September.

North Yorkshire County Council would like to see a 'mega-council' across the whole county, alongside a separate, much smaller council serving the city of York.

The seven leaders across North Yorkshire of Craven, Hambleton, Harrogate, Richmondshire, Ryedale, Selby and Scarborough have all agreed to progress an East – West model approach which is now being developed.
For further details please refer to the clerk's report.

57/09/2020 Planning Applications

None

58/09/2020 Clerks Report and Correspondence

a) **Ravenstones Footpath**
Information on footpath no. 05.39/59, from Strikes Lane to Ravenstones forwarded to the Rambling Club.
Email to North Yorkshire County Council asking to be kept updated on the matter.

Response from Ron Allen (NYCC)
"The current situation with the Ravenstones path is that a very minor error was identified in the original confirmed Order notice, our view was that it made no material difference but the landowners representative stated that they intended to seek a judicial review of the Inspector's decision and could not initiate proceedings until the error was corrected.

As things stand the route is confirmed and should be available to use although I am aware that the landowner has been preventing access which was a factor in getting things moving again."

b) **Women's Institute**
The Chair of the Women's Institute contacted the Parish council regarding members of the public discarding single use face masks in the bus shelters instead of taking them home and disposing of them safely.
The Women's Institute have informed they have put notices on their website and are contacting the bus company in a bid for signage to be placed on the buses.
The parish council have placed posters informing how to dispose of face masks safely on the bus shelters and have contacted the bus company.

Chairman Signature _____ Date _____

c) **Fire Safety Equipment**
Chubb Fire Ltd completed checks of the fire safety equipment in the Pavilion.

d) **Trees**
Overgrowth on to pavement, North Road reported to North Yorkshire County Council.

e) **Damaged bench at Pinnacle**
The damaged bench at the pinnacle was donated by Sue and Steve formerly from the Kings Arms under the Conservation Group. The Council has been informed this is being brought down from the pinnacle and refurbished by the donators.

f) **Crofters Mill – Trees**
A resident emailed the Parish Council regarding the maintenance responsibility of trees on the grassed areas of Crofters Mill. The following information was forwarded to the resident.

From what the Parish Council understand the developer is/was responsible for the maintenance to certain areas on the estate including tree management (We assume this is/was Barratt Homes). Apparently, the developer together with estate homeowners negotiated some sort of maintenance agreement.

g) **Local Government Reorganisation – On-line Meeting 16th September 2020 at 6.30pm**
Craven District Council is inviting you to attend an on-line meeting to seek your views and keep you up to date on the Government's desire to see local government reorganisation in North Yorkshire. This reorganisation will be linked with the North Yorkshire's ability to secure a devolution deal for the region. The area to be covered by the proposals across both North Yorkshire County and the City of York and the Government welcomes a single bid or multiple bids. Any proposals for unitary council must demonstrate 'close links to communities' and must be of a sustainable scale with a population of c300,000 being the minimum and 400,000 being the optimum. The Government wants to see new unitary authorities coming into being in May 2022, possible 2023 so the timetable is tight.

The seven leaders across North Yorkshire have all agreed to progress an East – West model and that approach is now being developed.

The model advocated by district and borough leaders would create an east authority with a population of 465,375 and a west authority with a population of 363,297.
This would create two equally sized authorities around the 400,000-resident threshold that Simon Clarke MP, minister of state for local government, said is "optimal". It would also deliver in the City of York, which the minister said is "sub-optimally" sized.

The county council's plan is to create a unitary authority covering the whole of North Yorkshire with a population of 617,982, while preserving the existing City of York unitary authority with a population of 210,618.

As part of the submission process Craven District Council welcomes views and comments from parishes which will feed into the debate on the best scenario for Craven and its residents.

Therefore, a session is being held on Wednesday 16th September commencing at 6.30pm. The meeting will be on-line. As there are a large number of parish councils and meetings in Craven it is suggested that one representative from each parish joins the meeting and feeds into the debate, the collective views from their parish.

It was resolved that Cllr. Bretan represents the Parish Council at the remote meeting.

h) **Public Consultation**
Draft Affordable Housing Supplementary Planning Document: Craven Local Plan
Craven District Council is inviting representations on its draft Affordable Housing Supplementary Planning Document. Public consultation runs from Tuesday 1st September for a six-week period until Tuesday 13th October 2020. All representations should be received no later than Tuesday 13th October 2020.

59/09/2020 To Review Standing Orders, Financial Regulations, Co-option Process Policy and adopt the Accessibility Statement

It was resolved that the Standing Orders, Financial Regulations and Co-option Policy be accepted with no changes.
It was resolved to adopt the Accessibility Statement. Proposed Cllr. Morrell, seconded Cllr Parsons.

60/09/2020 Manse Way – Commemorative Stones (Covid 19)

To investigate options and refer to members.
Cllr. Parsons stated that he felt that it was appropriate that the stones remain on Manse Way but failing that subject to the legalities, the park was the next best option.

Chairman Signature _____ Date _____

61/09/2020 Park/Pavilion Report

a) **Sutton Juniors**

A request was received from Sutton Juniors to re-start training in the park.
A meeting was held with David Cowgill, Mark (Park Keeper) and the Clerk.
The proposed final arrangement -

- To use the park when closed from 6-7pm Monday, Wednesday 6-7.15pm, and Friday 6-7pm and Sunday Mornings from the 3rd August 2020
- A key for the Church gate would be provided for access.
- Team leaders would police the gate and be responsible for locking the gate.
- One person would be responsible for each of the evenings. The Council will receive names and contact details.
- The disabled toilet would be available for use managed by a team leader
- The club would use the large playing field and the grassed area by the Multi Use Games Area only.
- No use of play equipment or the MUGA
- Football will be played in their strip to emphasis it is a private booking
- The club has Public Liability cover and will carry out all necessary risk assessments

The club are grateful for the use of the park when closed. This helps in making their risk assessments easier to complete.
The above information was circulated to members and was agreed unanimously.

b) **Girlguiding**

A request on behalf of South Craven Girlguiding to use the park after closing hours on a Monday and Tuesday evening around 5pm.
Risk Assessments will be completed and follow Government Guidelines for Covid-19, and guidelines also put into place by Girlguiding uk. The group hold their own Public Liability for which the Council have received a copy.
It was resolved the request be granted.

Cllr. Jennings brought up the subject of the evenings drawing in earlier when the clocks change. All above to be reviewed on a regular basis.

c) **Hedge Trimmer**

The Park Keepers hedge trimmer ceased to work and was deemed unrepairable. A new one has been ordered at a cost of £470 plus VAT

d) **Disabled Toilet Door**

Radar lock – new one purchased at a cost of £108.75.

e) **Pavilion**

A one-way system in place with signage. Screened hatch way to protect staff. Card payment system in place as well as cash payments accepted.
Procedure change with cash payments. Originally cash was being sanitised before putting the cash directly into till. This has now changed. The cash now goes directly into the till and notices have been displayed informing members of the public to sanitise their hands.

f) **Park Review**

Resolved: The closing time for the park will remain 5pm to be reviewed as required.
Resolved: The Pavilion to remain open for takeout only, social distancing measures in place, appropriate signage, opening times at the discretion of the staff.
Resolved: Disabled Toilet only to remain accessible during Pavilion opening hours.

g) **Smoking outside the Pavilion Doors**

Complaints have been received from members of the public regarding smoking near the Pavilion doors.
This is a NO smoking area and further signage has been placed asking members of the public not to smoke within 5 metres of the doors.

62/09/2020 Flooding/Footpath/Lighting/Highways/Trees/Land

a) **Crag Nook Delph**

Quotes to re-build wall at Crag Nook Delph including extra stone.
It was resolved that the quote of £475 be accepted.

b) **Allotments**

It was reported on the 4th September by the Allotment Officer, that human faeces had been thrown over an allotment full of flowers during the night / early morning. This has been reported to the Police.

Chairman Signature _____ Date _____

63/09/2020 **Craven District Council –Planning Decisions**

Application No	Date Received	Proposal	Location	Decision Date	Decision
2020/21702/HH	26th June 2020	Erection of detached double garage	Cragstones, Crag Lane	18/08/2020	Granted
2019/21232/FUL	16th January 2020	3 no. Proposed detached dwellings	Land adjacent to 1 Mulberry Court	17/07/2020	Refused

The Craven District Council has considered this application under the Town and Country Planning Act 1990 (as amended) and Refuses Planning Permission for the development described above.
This permission is refused for the following reasons: -
1 The proposed development fails to demonstrate that the planned growth in the spatial strategy for the settlement of Sutton in Craven cannot be delivered, nor is the proposed development a rural exception site nor have any special circumstance been provided or are evident which would either singularly or cumulatively overcome the presumption against inappropriate development. The proposal is therefore contrary to the aims of SP4 of the Craven Local Plan SP4 and the NPPF.
2 The development as currently proposed would not ensure appropriate levels of density or mix. The development is therefore contrary to policy SP3 of the Craven Local Plan 2012 - 2032.
3 The applicant has failed to demonstrate that the proposed development would provide biodiversity net. The proposal is therefore contrary to Policy ENV4 of the Craven Local Plan 2012 - 2032.

64/09/2020 **Members Reports from Meetings and Community Reports**

a) It was reported that a member of Sutton Juniors has tested positive for Covid-19.
Further information to be obtained.
It was resolved that the Chairman and clerk to deal with the issue as required.

65/09/2020 **Finance**

To authorise payments in accordance with the budget and note receipts
It was resolved to authorised payments orders and transfers listed in the report (circulated). Receipts noted.

66/09/2020 **Parish Council Vacancy and Staff Contracts**

a) To consider application(s) for co-option on to the Parish Council - Information circulated to members.
Discussed in a closed session of the meeting without the public and press present.

It was resolved that Susie Cottrill be welcomed on to the Council. Proposed Cllr. Morrell, seconded Cllr, Jennings
A letter of congratulations and procedural paperwork to be forwarded.

b) Staff Contracts
Staff contracts to be updated subject to advice.

67/09/2020 **Future Agenda Items**

Speeding in the Village - Matrix

68/09/2020 **Date & Time of Next Meeting**

5th October at 6.30pm

Chairman Signature _____ Date _____

SPC36	BK Growers	114.12	plants
SPC37	Agrovista	123.52	Goemar Seaweed- Bowling Green
SPC38	Npower	352.56	Park/Pavilion Elecricity
SPC39	Queensbury Home Improvements	200.00	Window shed (Park keeper)
SPC40	Chubb Fire	103.30	Fire Equipment Service
SPC41	Business Stream	314.08	Park/pavilion water
SPC42	Staff (4 members)	3517.33	Salary/wages
SPC43	HM Revenue & Customs	450.15	Tax & National Insurance
SPC44	NYCC Pension Fund	963.06	Pension contributions

SPC45	Gibson Garden Maintenance	275.73	Clean tractor tank
SPC46	Craven District Council	523.18	Trade Waste
SPC47	BSW Garden Machinery	603.60	Hedge cutter & oil
SPC48	Total Tree & Landscaping	720.00	Tree works - Clough
SPC49	Staff (4 members)	3517.13	Salary/wages
SPC50	HM Revenue & Customs	450.35	Tax & National Insurance
SPC51	NYCC Pension Fund	963.04	Pension contributions
SPC52	Park Keeper Expenses	51.84	Timber& postfix

Chairman Signature _____ Date _____