



# 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 7<sup>th</sup> October 2019

## Present

Cllr. Morrell – Chair, Cllr. Bretan, Cllr Green and Cllr. Parsons  
in Attendance: Clerk: Mrs Emmott, Cllr. Barrett and five members of the public.

## 89/10/2019 Apologies for Absence

Cllr. Hart, Cllr Hawkins and Cllr. Jennings

## 90/10/2019 Declarations of Member's Interest in Matters on the Agenda

Cllr. Morrell declared a prejudicial interest in Planning Applications 95/10/2019. 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.

## 91/10/2019 Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on Monday 1<sup>st</sup> July 2019 (circulated to all members) were agreed as a correct record and signed by the Chairman. Proposed Cllr. Bretan, seconded Cllr.Green. Cllr. Parsons abstained.

## 92/10/2019 Public Participation

- a) None

## 93/10/2019 North Yorkshire County Council Report from Councillor Philip Barrett

- a) **Pavement Re-surfacing**  
The pavement re-surfacing has now been completed. A vast improvement.
- b) **High Street**  
The Double Yellow Lines for the High Street. A report has been submitted for the BES Executive Members Committee to be held later this month.
- c) **Budget**  
North Yorkshire County Council has acquired significant funds from the Government following a year of intense lobbying.  
700m nationally for SEN services as part of the extra £7.1bn allocated for schools as well as an additional £1bn for adult social care.  
For North Yorkshire it could mean up to £17m in extra cash for services for children and young people with special educational needs and adult social care. The Government has also stated that it will continue, for another year, the short-term grants in adult social care which preserved vital care services and led to important integration work with the NHS.

## 94/10/2019 Craven District Council Report from Cllr. Morrell & Cllr. Place

Skipton is one of 69 locations to benefit from a £95 million heritage boost for high streets. The investment builds on the successful Heritage Action Zones programme, run by Historic England, and will turn empty and underused buildings into creative spaces, offices, retail outlets and housing to support wider regeneration by attracting future commercial investment.

The funding is to be used amongst other things for creating more public space to enjoy the town, and hold events and markets, restoring and improving the ginnels running off the High Street, to bring more historic buildings around the town centre into use, refurbishment of Skipton Town Hall, to create artists' studio space and affordable housing for young people.

Craven District Council has joined forces with Barnfield Investment Properties Ltd to create a Joint Venture company to deliver regeneration and development in the district.

The new company, Craven Barnfield Regeneration Ltd, will aim to improve the economic social and environmental wellbeing of Craven, enabling the development of new employment and housing across the district.

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

Date \_\_\_\_\_

Application Number	Location	Proposal	Comments
2019/2052 9/LBC	Black bull Inn	Installation of replacement of illuminated and non-illuminated signs to exterior of the building and repainting of exterior windows and doors.	No adverse comments
2019/20651/ FUL	Dolly, Tub Launderette, 39 Gordon Street	Proposed increase in height of existing single storey building to provide a first-floor apartment (Resubmission of previously refused application referenced 2019/20065/FUL	No additional parking provided. (Parking earmarked on the plans is currently allocated to the launderette and occupied the majority of the time). Limited off-street parking. The development would significantly impact neighboring properties, loss of light and privacy despite the reduction in height. Not within the 12m isolation from a main window to a blank wall, 9m isolation for kitchen and rear bedrooms with regards to no. 1 Sunnyside Villas The rendered finish of the current East & South Elevations is out of keeping with surrounding buildings the extension would exacerbate this issue.
2019/20765/ HH	Gill Top Farm Ellers Road	Extension to dwelling and replacement of old garage with a new garage location	No adverse comments
2019/20692/ FUL	Buck Stone Lane,	Change of use of land to site 3 holiday lodges	No adverse comments
2019/20772/ FUL	Gill Top Farm Ellers Road	Conversion of barn to form one dwelling, construction of double garage and demolition of agricultural buildings.	Access to Gill Top Farm is gained by directly passing through Knowle Top Farm The increase in traffic which will be generated by this second application will significantly affect the Privacy, Safety and Security of Knowle Top Farm.
2019/20978/ HH	10 Hazel Grove Road	Proposed conversion of existing garage & outbuilding to form car port & garden room	No adverse comments

- a) Email to Planning, Craven District Council with comments.
- b) **Wet Ings Lane / Gatering Lane**  
A letter was received about the overgrown vegetation, litter, overflowing dog bins on Wet Ings Lane. The land containing the vegetation is not registered. The lane is a Public Right of Way under the remit of North Yorkshire County Council.  
The Parish Council will obtain signage from Craven District Council. Craven District Council have informed that are not issuing any more dog/litter bins at this time due to lack of funds i.e. cost of staff emptying them.
- c) **Litter bins**  
A request has been made to Craven District Council for a litter bin to be sited at the bus stop outside the Village Hall. Craven District Council have informed that no new litter bins are being issued. For a bin to be considered proof of litter i.e. photographs would need to be obtained on a regular basis.
- d) **Bus Shelter**  
A request has been made to North Yorkshire County Council to have the bus shelter cleaned outside the Village Hall. North Yorkshire County Council have informed they do have a cleaning schedule. The bus shelters are done three times a year, this includes the upright sections but not the roofs. There are no funds available for extra cleans. It was resolved that the Parish Council will look into getting the shelter roof cleaned and overhanging foliage removed.
- e) **A59 Kex Gill NEW Alignment**  
North Yorkshire County Council has been working on developing the new alignment of the A59 to tackle the ongoing issue of closures on the existing A59 at Kex Gill, between Harrogate and Skipton, due to landslips and ground instability. The detailed design is now complete and can be viewed at [www.northyorks.gov.uk/kexgill](http://www.northyorks.gov.uk/kexgill).

f) **War Memorial – Historic England**

Historic England is currently considering whether the War Memorial in Sutton Park has special architectural or historic interest. A consultation report has been produced which sets out the factual information which Historic England will base its recommendation to the Secretary of State for Digital, Culture, Media and Sport.

g) **Sutton Lane End**

A request has been made for the Parish Council to write to Bradford Metropolitan Council with regards to the recent accident at Sutton Lane End and the difficulty for drivers pulling out at the lanes end. Sutton in Craven Parish Council appreciate the new double yellow lines, but these need to be extended. It was resolved that the clerk send a letter.

**1. Data Protection**

Under section 7(3) of the DPA 2018 says that Parish Councils are not classed as public authorities for the purposes of the GDPR.

This does not affect the Parish Councils status as public authority under any other legislation. Therefore, the Parish Council is no longer required to appoint a Data Protection Officer. It was resolved not to renew the contract.

**2. Park Pavilion Report**

a) **Spinner**

The broken spinner in the toddler area has now been repaired

b) **Leaf Sweeper**

This has now been delivered.

c) **Pavilion Boiler**

The Pavilion hot water boiler was condemned (out of warranty). On reviewing the situation, the clerk leased a boiler ((£5.57 per week, £290 per year). The company service the boiler twice a year. Should it fail they replace it free of charge.

d) **MUGA**

Following the holidays damage has been done to the MUGA surfacing and large swing surfacing (pictures circulated). Quotes obtained were obtained from: -

Let's Play Everywhere - £350. Axo Leisure Ltd - £750.

It was resolved that the contract be awarded to Let's Play Everywhere.

**3. Telephone Box**

A copy of the agreement for the sale and purchase of the Telephone Kiosk at the junction of Main Street/High Street was circulated to members.

It was resolved that information be placed on the websites to give members of the Public the opportunity to come forward with suggestions for its future use.

**4. Flooding/Footpath/Lighting/Highways/Trees/Land**

a) **High Street**

North Yorkshire Highways informed that the application for double yellow lines received a couple of objections which means Highways are having to write a report to take to BES Executive Members Committee.

Highways have been short of staff due to bereavement and retirement. This will be seen to for the next committee meeting.

b) **Key Holder Combination Boxes for Sandbag Stores**

Some problems had occurred in relation to getting hold of key holders and access for the Emergency Services. It was resolved to place a key holder combination box on the sandbag store.

**5. 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.

It was resolved that this be put on the Agenda for the next meeting.

b) **Schools - Carols in the Park**

To be held on the 7th December at 4pm.

- c) **Church Events** – Request for the use of the Park  
Annual Remembrance Service 10<sup>th</sup> November and 11<sup>th</sup> at 11.00 for the Schools  
Nativity - December 8th  
Praise in the Park July 5<sup>th</sup> 2020
- d) **C of E Primary School**  
Sports Days – Wednesday 8<sup>th</sup> July / Thursday 9<sup>th</sup> July 2020
- e) **Community Primary School**  
Race for Life – 15<sup>th</sup> May 2020  
Sports Day – Thursday 2<sup>nd</sup> July / Friday 3<sup>rd</sup> July 2020

## 6. Craven District Council –Planning Decisions

Application No	Date Received	Proposal	Location	Decision Date	Decision
2019/20286/FUL	11/03/2019	Demolition of existing detached bungalow and construction of 2 no. detached dwellings	Roseneath, The Acres	03/07/2019	Granted
2019/20286/FUL	11/06/2019	To construct an additional floor over the existing single storey extension to the original dwelling house	1 Hazel Grove Road	31/07/2019	Granted
2019/20426/OUT	13/05/2019	Outline application for farm workers dwelling and agricultural building (access applied for with all other matters reserved).	Land Off Strikes Lane	02/08/2019	Granted
2019/20528/ADV	14/6/2019	Installation of replacement of illuminated and non-illuminated signs to the exterior of the building and repainting of exterior windows and doors.	Black Bull Inn, High Street	07/08/2019	Grants Advertisment Consent
2019/20529/LBC	14/06/2019	Installation of replacement of illuminated and non-illuminated signs to the exterior of the building and repainting of exterior windows and doors.	Black Bull Inn, High Street	07/08/2019	Grants Listed Building Consent
2019/20604/HH	18/06/2019	Conservatory to rear.	5 Crofters Mill	07/08/2019	Granted
2019/20329/FUL	23/04/2019	Retrospective application for construction of 10.no dwellings including details for drainage, road construction, site investigation and to plot 1 and 10.	Allen Green and Son Ltd North Street	09/08/2019	Granted
2019/20697/HH	27/06/2019	Proposed single storey and first floor extension to rear	Glenroyd Holme Lane	21/08/2019	Granted
2019/20651/FUL	18/06/2019	Proposed increase in height of existing single storey building to provide first floor apartment (resubmission of previously refused application referenced 2019/20065/FUL	Dolly Tub Launderette, 39 Gordon Street	27/08/2019	Granted
2019/20784/HH	05/08/2019	Garage conversion	3 Greenroyd Court	13/09/2019	Granted

## 97/10/2019 Members Reports from Meetings and Community Reports

- a) **Parish Liaison Meeting – Agenda included:** -
- Community Led Housing, Rural Policing,
  - North Yorkshire County Council Parish Portal and North Yorkshire County Council Highways and how the Parish Portal can be used as a reporting mechanism
  - Policy Change Request by Gargrave Parish Council for North Yorkshire County Council to make changes to Rural Speed Limits
  - Cleaning of gullies (including traffic islands) and illegal flying posting
  - Craven District Council Performance Statistics

### **YLCA Craven Branch Meeting**

Cllr. Bretan informed she had attended YLCA Craven Branch Meeting on the 3<sup>rd</sup> October 2019  
The Agenda included Highway issues but the NYCC representative did not turn up, Provision of Affordable Housing, Combination of both the Branch Meeting and the Parish Liaison Meeting.

The group decided not to combine the meetings together.

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

Date \_\_\_\_\_

Meetings were being held on a trial basis at 2.30pm. Due to lack of attendance the meetings will revert to their original times of 6pm at different venues in different parishes.

**Potholes**

Two large potholes on Sutton Lane.

**Overgrown Vegetation**

Ivy is covering the signs on Manor Way, Foliage is spilling on to the pavements.

98/10/2019

**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.

**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 days and are on the Parish Councils website

99/10/2019

**Future Agenda Items**

Alvic Field, Village Committee request for use of the Pavilion on an on-going basis.

100/10/2019

**Date and Time of Next Meeting**

Monday 4th November 2019, at 6.45pm.

SPC59	Maxwell Amenity	133.14	Sprayer
SPC60	Npower	141.29	Park / Pavilion Gas
SPC61	Ripon Farm Services	6960.00	Sweeper
SPC62	Maxwell Amenity	138.06	Phosphate, fertiliser
SPC63	Staff (5 Members)	4074.46	Salary/wages
SPC64	HM Revenue & Customs	885.75	Tax & National Insurance
SPC65	NYCC Pension Fund	1222.57	Pension Contributions

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

Date \_\_\_\_\_