



Sutton-in-Craven Parish Council

Minutes of the Annual Meeting of Sutton-in-Craven Parish Council held in the Community Centre, North Street at 6.45pm on Monday 13th May 2019

Present

Cllr. Morrell, Cllr. Bretan, Cllr. Hart, Cllr. Hawkins and Cllr Parsons.
In Attendance: Mrs D Emmott – Clerk, and four members of the public.

38/05/2019 Election of Chairman

Nominations were requested for the Office of Chairman.
Cllr. Morrell was proposed by Cllr. Hawkins seconded by Cllr. Bretan
There were no further nominations for this office and Cllr. Morrell was duly elected.

39/05/2019 Election of Vice Chairman

Nominations were requested for the Office of Vice-Chairman
Cllr. Bretan was proposed by Cllr. Morrell and seconded by Cllr. Hawkins.
There were no further nominations for this office and Cllr. Bretan was duly elected.

40/05/2019 Declarations of Acceptance of Office of newly-elected councillors.

Cllr. Morrell signed a Declaration of Acceptance of Office of the Chairman. Cllr. Bretan signed a Declaration of Acceptance of Office of the Vice-Chair.

41/05/2019 To confirm dates for forthcoming meetings.

Meetings will continue to be the first Monday in the month except on Bank Holidays then it will be the second.

42/05/2019 Appointment of Chairman/members of Committee's & Appointment of representatives to outside bodies

Village Hall Committee- Michelle Apreda
Planning – Cllr. Hart
Craven Branch Yorkshire Local Councils Association – Cllr. Bretan, Cllr. Hawkins

43/05/2019 Apologies and Declarations of Member's Interest in Matters on the Agenda

Apologies: - Cllr. Green and Cllr. Barrett
Cllr. Morrell declared a prejudicial interest in Planning Applications 46/05/2019). (A District Councillor and a member of the Craven District Council Planning Committee). Cllr. Morrell adjourned to the public area and took no part in the discussions.

44/05/2019 Minutes of the Previous Meeting

It was **resolved** that the minutes of the Council Meeting held on Monday 1st April 2019 (circulated to all members) were agreed as a correct record and signed by the Chairman. Proposed Cllr. Morrell, Seconded Cllr Bretan.

45/05/2019 Public Participation

- a) A resident informed that several residents residing on West Lane have complained about the surfacing to North Yorkshire County Council.
- b) A resident enquired if the Local Plan was now complete.
A modifications consultation was completed on the 1st April. The responses have been forwarded to the Inspector.
- c) Cllr. Morrell confirmed he had sent information from Craven District Council to the Village Hall Committee with regards to questions about waste bin charges.
- d) A member of the Village Committee enquired if the bunting for the Tour de Yorkshire in the park could be taken down before Funday.
The Park Keeper to be informed.
- e) A resident questioned the safety of the Church, Bull and School gates being locked on Funday.
It was determined that this will be put on the Agenda for the next meeting.

Chairman Signature _____

Date _____

Application Number	Location	Proposal	Comments
2019/20329/FUL	Allen Green and Son Ltd, North Street	Retrospective application for construction of 10 no. dwellings including details for drainage, road construction, site investigation and amendments to plot 1 and 10.	No adverse comment to amendments
2019/20470/TCA	3 Oaklands, West Lane	Remove 1 no. Conifer Location:	No Objection
2019/20465/TPO	Bay Horse Inn, Ravens View, Ellers Road	T1 – Beech, remove 3 small low branches, T2- Sycamore crown lift to 6m, T3 – Sycamore, remove 1 low limb, G1 – Holly, lightly trim back to boundary wall, T6 – Sycamore, Remove old fire damaged limbs, T7-Sycamore, crown lift to 5m	No Objections

47/05/2019 **North Yorkshire County Council Report**

Report for meeting from Cllr. Barrett
 Trans-Pennine Transport Study – No further up-date.
 Waiting Restriction on High Street are on-going.
 Dropped Kerbs are due to be installed outside and opposite the Community Centre.

48/05/2019 **Craven District Council Report**

The Elections took place on the 2nd May 2019. Cllr. Morrell remains a District Councillor for Sutton.

49/05/2019 **Clerks Report & Correspondence**

- a) Thank you letters to: Les Joy, Anita Robertson, Stephen Place (retired Councillors and Alison Roland (Planning Consultant) for the valuable contribution they have made to the Parish Council and the Community of Sutton-in-Craven.

1. Co-option

Three places are available for co-option. One application was received for the vacancy. Details were circulated to members prior to the meeting.
 After discussion and voting it was **resolved** that James Jennings be co-opted on to the Council. Cllr. Hart abstained. A letter of congratulations to be sent.

2. Park / Pavilion Report**2.1 Sutton's Got Brass**

Sutton's Got Brass have asked if they could play their instruments in the park on selected days throughout the year. Possibly having a collection bag.
 It was resolved that permission be granted subject to a trial run. The band not to play on Bowling Competition Matches or if any other event is booked (without that organisers permission).

3. Flooding/Footpaths/Lighting/Highways/Trees**Footpath no. 5.39/59, from Strikes Lane to Raven Stones, Modification Order "2011".**

Notice is hereby given that the above order has been submitted to the Secretary of State of the Environment, Food and Rural Affairs for determination. An Inspector will be appointed by the Secretary of State to determine the Order. The start date for the Order is the 16 April 2019.

The effect of the Order, if confirmed without modifications, will be to modify the definitive map and statement for the area by adding a footpath, commencing at the northern end of the public maintainable highway Strikes Lane at GR 40126 44356, continues in a generally easterly direction for approximately 6 metres to a pedestrian gate at GR 40126 44356, continues in a generally north easterly direction for approximately 58 metres to GR 40130 44360, continues in a generally east north easterly direction for approximately 34 metres to a field gate at GR 40134 44361, continues in a north easterly direction for approximately 26 metres to GR 40135 44363, then continues in a generally east north easterly direction for approximately 192 metres to Raven Stones at GR 40152 44371.

Lumb Clough

A tree on the Public Right of Way is in a dangerous position half uprooted due to the weather. For Health and Safety reasons the tree is being made safe.

Footpath Sign – Hazel Grove

A resident reported a footpath sign lying on the ground half-way up Hazel Grove. This has been reported to Public Rights of Way.

5. Craven District Council's Planning Decisions

Date of Valid Application	Site Location	Description of Proposal	Date Decision Issued	Decision
APPEAL 12 January 2018 Refused by Notice 7/09/2018	Land West of Greenroyd Drive	The development proposed is the erection of 10 dwellings, demolition of existing dwelling (32 Greenroyd Drive) and associated works.	23/04/2019	Dismissed

6.

Craven Leisure

Free 12 Week Management Programme for aged 18+ with a BMI of 25 or above and you live work or a registered with a GP in Craven.

Classes are taking place throughout the district including Craven District Council Offices.

50/05/2019 Members Reports from Meetings and Community Reports

Cllr. Hawkins attended the Executive Committee Meeting at Milford.

51/05/2019 Annual Year End Accounts

- 1) The 2018/19 accounts have been reconciled and the section of the Annual Return completed.
- 2) To approve the financial accounts 2018/19 and review the effectiveness of the Internal Audit Procedure.
Resolved: Approved
- 3) To approve the Annual Governance Statement 2018/19
Resolved: Approved and that it be dated and signed by the Chairman and the Clerk.
- 4) To consider and approve the Accounting Statements 2018/19
Resolved: Approved and that it be dated and signed by the Chairman and Clerk.
- 5) To consider and approve the Asset Register 2018/19
Resolved: Approved.
- 6) **Resolved:** The Annual Return and accompanying documents to be submitted to the External Auditor.
- 7) From April 2019 we are required to use the Making Tax Digital service to submit VAT returns. Preparations have been made to meet the requirements.

52/05/2019 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. Receipts noted.

Financial Regulation 5.6

It was **resolved** that the list of regular payments be accepted and authorised.

53/05/2019 Future Agenda Items

Funday – Park Gates

54/05/2019 Date and Time of Next Meeting

The Meeting closed at 7.20pm. The next meeting of the Council will be on the 3rd June 2018 at 6.45pm.

Chairman Signature _____

Date _____

SPC7	Jacs	95.87	Paint & brushes
SPC8	Craven District Council	708.60	Trade Waste
SPC9	Gibsons Garden Machinery	78.69	Brake, Band
SPC10	Maxwell Amenity Ltd	589.98	Bowling Green
SPC11	Ripon Farm Services	16.66	Multi Purpose Grease
SPC12	Sugden Amenity	300.00	Verti-drain playing field
SPC13	Chubb Fire	157.30	Health & Safety
SPC14	Community Centre	180.00	Room Hire
SPC15	Staff (5 members)	4630.36	Salary/wages
SPC16	HM Revenue & Customs	440.55	Tax & National Insurance
SPC17	NYCC Pension Fund	962.57	Pension Contributions
SPC18	Jacs	57.47	Wood preserve, bolts
SPC19	Merritt & Fryers	45.02	Cement/Ballast

Chairman Signature _____

Date _____