



Sutton-in-Craven Parish Council

Minutes of the Annual Meeting of Sutton-in-Craven Parish Council held at the Community Centre, North Street at 6.30pm on Monday 16th May 2022

Present

Cllr. Morrell, Cllr. Bretan, Cllr. Green, Cllr. Ralph-Jennings, Cllr. Parsons and Cllr. Hawkins.
in attendance: Clerk: Mrs Emmott and Cllr. Barrett
Apologies: None

54/05/2022 Election of Chairman

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

55/05/2022 Election of Vice Chairman

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

56/05/2022 Declarations of Acceptance of Office of newly elected Councillors

All Councillors signed their declarations of acceptance of Office on to the Council prior to the meeting.
Cllr. Morrell and Cllr. Bretan signed their acceptance of Office for Chairman and Vice Chairman.

57/05/2022 To confirm dates for forthcoming meetings

It was resolved to be the first Monday in the Month except on Bank Holidays then it will be the second.

58/05/2022 Appointment of chairman/members of Committee's & Appointments of representations to outside bodies

Village Hall Committee Nomination (member of public) – Michelle Aprea
Planning – Cllr. Bretan and Cllr. Parsons.
Craven Branch Yorkshire Local Councils Association (YLCA) – Cllr. Bretan and Cllr. Green.

59/05/2022 Councillor's disclosure of interests and changes to register of Interest

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

60/05/2022 Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting held on Monday 4th April 2022 (circulated to all members) were agreed as a correct record to be signed by the Chairman. Proposed Cllr. Morrell, seconded by Cllr. Bretan.
Cllr. Ralph-Jennings abstained.

61/05/2022 Public Participation

None

62/05/2022 North Yorkshire County Council Report from Councillor Philip Barrett

Cllr. Barrett informed of the first meeting following the Election of North Yorkshire County Councillors.
He stated he would like to see local meetings return in the form of the Craven Area Committee.

63/05/2022 Craven District Council Report from Cllr. Morrell

Cllr. Morrell congratulated Cllr. Barrett on his re-election as County Councillor for Glusburn, Cross Hills & Sutton-in-Craven.
Cllr. Morrell also expressed his thanks for the work done in the counting of the votes in the Town Hall, Skipton.

64/05/2022 Planning Applications

Application Number	Location	Applicants	Proposal	Comments
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Chairman Signature _____

Date _____

2022/23860/HH	Wood Vale Farm, Ellers Road	Mr Richard Harrison	Construction of single storey annexe on site of existing mobile home	No Adverse Comments
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65/05/2021 Clerks Report and Correspondence

- a) **Goal Posts**
After consultation Alasdair McEwen (Managing Director) of H.A McEwen (Boiler Repairs) Ltd, has very kindly offered to make new goal posts for the All Weather Pitch. His son is a regular user and he is happy to renew them. Old Goal Posts have now been removed as they had become a Healthy & Safety issue.
- b) Elections for Sutton-in-Craven Parish Council were uncontested.
To Co-opt Susie Cottrell on to the Council.
- c) An email was sent to the Woodland Trust to arrange a meeting regarding concerns of how bereft the wood is of indigenous life.

2. Park/Pavilion Report

- a) **Pavilion**
Prices agreed at a previous meeting “no exceptions” to be made to individual members of the public except at the discretion of staff for example medical reasons
- b) **Park Toilets**
At 9.30pm on Saturday 14th May the Park Keeper informed that the drains are blocked at the bottom of the Park. Notices have been put on the toilet doors informing that they are temporarily out of order. Yorkshire Water were contacted.
- c) **Boating Lake**
On Saturday the Pavilion Staff were repeatedly asked why the Boating Lake was not open. The staff explained that the Boating Lake comes under the jurisdiction of the Park Keeper.
It was resolved that the Park Keeper be reminded to fill the Boating Lake or let the water run through as appropriate in good weather.
It was noted that consideration needs to be given to the water levels in the beck.
- d) **Fridge/Freezer – The Lodge**
Mark Hough has informed that his Fridge and Freezer is not working. An electrician has confirmed that is broken and a replacement is the best option.
It was resolved that the clerk look into quotes and obtain the best price.
- e) **Funday**
Request from the Village Committee to keep the park closed on the morning of the 19th June 2022, Funday, while setting up stalls.
It was resolved that the request be granted.
The terms for the use of the Pavilion to remain as in previous years.
With regards to litter at the end of the day. Permission granted to fill the Park bins. The Village Committee would be responsible for the removal of any extra bags that do not fit in the bins.
It was resolved to be mindful to discuss and review details for next year.
- f) **Bowling Hut**
At the last meeting permission was given for the Bowling Club to make changes to the inside of the Bowling Hut (extra shelving, painting).
The Council was informed that there is an article online where the Bowling Club are looking to get some electricity in the hut with lighting and power sockets.
The Parish Council have received no formal request at this time.

3. Flooding/Footpath/Lighting/Highways/Trees/Land

- a) A meeting of the South Craven Flood Group was held on Thursday 21st April 2022.
It was a positive meeting producing a Long List Options Development. Flood containment is included as a necessary consideration. However, extensive flood containment alone is not felt to be an economically viable or effective method of addressing the complex flooding issues affecting the identified receptors within the catchment.

Chairman Signature _____

Date _____

Possible flood containment locations include Upstream of Holme Bridge, Long Dike, Sutton Beck/Holme Beck confluence, Skipton Bridge Road, and Overburn. Flood containment would likely need to be used in conjunction with other interventions, such as flood storage.

b) **Lyndhurst Wood**

A meeting has been arranged with the Woodland Trust to discuss the lack of indigenous plant life in Lyndhurst Wood. Following removal of the fencing the wood has become more and more barren of vegetation.
Meeting, 19th May 2022 at 2pm.

c) **Beck Wall – opposite apartments, Sutton Court, Cornmill Walk**

An email from a resident was passed to the Parish Council regarding the retention of a wall at the far side of the beck opposite the apartments, Sutton Court, Cornmill walk.

“There is an area approximately 1.5 x 0.5m which is totally collapsed. That represents 4 course of stone missing. The 3 top courses above are due to come down anytime. The wall running down the path is in a sorry state, with large areas, missing, top stones taken.”

The beck is a Main River and is under the remit of the Environment Agency (this does not mean that the EA are responsible for the wall).

The clerk to report the matter to the Environment Agency.

66/05/2021 Craven District Council –Planning Decisions

Application No	Date Received	Proposal	Location	Decision Date	Decision
2021/23567/HH	20 th December 2021	Proposed attic conversion and installation of window to the North West gable	High Knoll Farm, Strikes Lane	20 April 2022	Granted
2021/23616/FUL	9 th March 2022	Proposed two new farm buildings -one for animal storage, the other for sheep husbandry and lambing.	Pole Road Farm	27 April 2022	Granted
2022/23755/FUL	17 th March 2022	Demolition of existing house and construction of two houses and associated external works.	Roseneath, The Acres,	5 th May 2022	Granted
2022/23847/HH	14 th March 2022	Proposed single storey rear extension	11 Crofters Mill	9 th May 2022	Granted

Ward Councillor:-

In reply to the Parish Councils request for me to "call in" application 2022/23755/FUL Roseneath and to request a site visit, this application is for minor adjustments made after an almost identical application was submitted in 2019. In 2019 I did arrange a site visit and called in the application, but after a healthy debate by the Planning Committee at CDC permission was granted.

Looking at the current application which has minor changes to address one or two minor concerns raised in 2019, I can see no new reasons for a site visit or for calling in the application, and so must respectfully decline the Parish Council's request on this occasion.

67/05/2022 Members Reports from Meetings and Community Reports

Cllr. Ralph-Jennings raised the issue of the deterioration of the Cherry tree on the public grassed area on Manse Way. This was reported to the Tree Enforcement Officer at Craven District Council who replied in 21 August 2021 ‘that the tree would be monitored in the spring next year. If the tree declines further it will be removed, but if not we will try removing the dead areas and see if it recovers.’

On the 7th September 2021 a further email was sent expressing concern for the safety of children playing on the grass and that the Parish Council feel it is not safe and the tree should either be fenced off or felled.

68/05/2022 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. SM/AB

69/05/2022 Annual Year End Accounts

a) **Accounts and Annual Return 2021/22 - circulated to members prior to the meeting.**

The 2021/22 accounts have been reconciled and inspected by the Internal Auditor and the section of the Annual Return completed

b) To approve the financial accounts 2021/22 and review the effectiveness of the Internal Audit Procedure.

Resolved: Approved. Proposed AB, seconded MG.

c) To approve the Annual Governance Statement 2021/22

Resolved: Approved and that it be dated and signed by the Chairman and the Clerk. Proposed SM, seconded BH.

Chairman Signature _____

Date _____

- d) To consider and approve the Accounting Statements 2021/22
Resolved: Approved and that it be dated and signed by the Chairman and Clerk. Proposed AB, seconded MG.
- e) To consider and approve the Asset Register 2021/22
Resolved: Approved. Proposed AB, seconded MG.
- f) **Resolved:** The Annual Return and accompanying documents to be submitted to the External Auditor and appropriate notices to be put up on the website and noticeboards.
Proposed SM, seconded AB.

70/05/2022 **Press and Public**

That the public and press be excluded from the meeting during consideration of this agenda item on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business. Contracts, Confirmation of pay, scale points and salaries.

71/05/2022 **Future Agenda Items**

Members to advise clerk 7 working days before the meeting.

72/05/2022 **Date & Time of Next Meeting**

The meeting closed at 7.45pm, . The next meeting will be held on July 4th 2022

Chairman Signature _____

Date _____