

## LONG PRESTON PARISH COUNCIL

THURSDAY 2<sup>nd</sup> APRIL 2015 at 19.30

### MINUTES

#### 1. Opening and Public Participation

The Chairman opened the meeting and welcomed new councillor, David Inglis. Cllr Inglis duly signed his declaration of acceptance of office form.

The meeting was informed that a representative of the Over 70s Club will attend the Annual Parish Meeting on Saturday 25<sup>th</sup> April.

#### 2. Apologies and reasons for absence: none

#### 3. Members' interests and dispensation requests

Cllr Kay has started working for the Yorkshire Dales National Park Authority so will not be able to participate in or vote on any related discussions unless given dispensation to do so. He will update his register of interests form accordingly. Cllr Inglis has completed his register of interests form and will send it to Craven District Council.

#### 4. Confidential Agenda Items: none

#### 5. Minutes of the Council meeting held on 5th March 2015

Council **RESOLVED** that the minutes of the Long Preston Parish Council meeting held on 5th March 2015 should be approved and signed by the Chairman, Cllr Goodall, as a true and accurate record of the meeting.

#### 6. Issues relating to Craven District and North Yorkshire County Councils, the Yorkshire Dales National Park Authority, the Police and Council representatives

The Chairman gave the Craven District Council (CDC) report on behalf of Cllr Moorby. CDC has sadly lost two councillors due to the unexpected deaths of Donny Whaites and John Roberts.

Cllr Moorby is pressing for Church Street to be included in the phase I delivery of superfast broadband. He has requested that the parish council lend its support to this campaign.

**RESOLVED:** a letter of support should be drafted to support the inclusion of Church Street in the phase I delivery of superfast broadband. Cllr Kay will liaise with the Clerk to regarding the technical reasons for the delay.

#### 7. Website and mobile phone based communications

Cllr Kay reported on communications received via the website, and the number of hits and downloads. Most reports have centred on dog fouling which will be catalogued to determine problem areas. Ideas for content were requested. Information regarding the pending annual parish meeting, Woodland Trust community tree packs and councillor photos will be uploaded.

Mobile phone activity focussed on concerns regarding the temporary fencing surrounding Magna Green and recent issues relating to the Water Trust.

#### 8. Strategy Documents for 2015-16 & 2016-17

8.1 **RESOLVED:** adopt the strategy for 2015-16. It will be uploaded onto the website.

**8.2** Councillors debated the content of the preliminary strategy for 2016-17. Cllr Tyrer will make the necessary revisions and present the amended document for approval at the May meeting.

**9. Local Council Award Scheme: Foundation Stage**

Cllr Tyrer reported that the application for the Foundation Stage of the Local Council Award Scheme would be managed by Yorkshire Local Council Association and cost £60.

**RESOLVED:** to enter into the application process for the above award scheme.

**10. Tender for lengthsman duties**

Councillors discussed the reasons for a tender process being used to recruit a lengthsman and the benefits and disadvantages of the process. It was agreed that the financial regulations should be followed and a tender process adopted.

Cllr Tyrer presented the tender document outlining amendments made to make it accessible for sole traders as well as larger companies.

**RESOLVED:**

- to adopt the presented tender document
- to prioritise promotion of the tender
- that all applications should be made via the Clerk

**11. Community Clean-ups**

Cllr Sturgess explained his idea to expand upon the Community Clear Up day organised by Craven District Council in March. It was proposed that the council purchase /obtain litter picking equipment to enable volunteers to keep the village tidy.

**RESOLVED:**

- the Chairman will liaise with Cllr Moorby to determine the availability of litter picking equipment from CDC
- the Clerk will enquire about additional insurance costs for volunteers

**12. Parish council assets**

**12.1. Street Lighting**

**a. Improvements funded by the anonymous donation of £4500**

With news that North Yorkshire County Council (NYCC) is offering a service to install columns and LED lanterns at very competitive rates, Cllrs Goodall and Kay will review the action plans in order to obtain maximum benefit utilising the donated funds.

**b. Other Street Lighting Works**

All outstanding repairs and improvements have been completed.

It was noted that the village hall committee has been paying for the street light attached to the hall.

**RESOLVED:** an annual donation of £50 donation should be made to the village hall to cover the cost of running the light.

It was noted that NYCC has installed an additional high-mounted signal head at the pedestrian crossing adjacent to Maypole Green to alleviate visibility issues caused by the low winter sun. The Chairman will write to NYCC's Traffic Signals & Signing Engineer, Peter Home to thank him for this work.

After a brief discussion regarding the Christmas lights surrounding Maypole Green, the Clerk will again attempt to establish their ownership. A member of the public volunteered to investigate the condition of the lights.

## 12.2. Village Greens

**a.** Cllr Tyrer highlighted concerns he had received from villagers regarding the intrusive nature and volume of temporary fencing installed to protect village green boundaries. The cost of works to install the fencing was £275.

**RESOLVED:** the fencing surrounding Magna Green should be removed and the remaining fencing at Back Green and West End tidied up.

**b.** A long term strategy for protecting village green boundaries was discussed. Cllr Tyrer highlighted that any solution must be in accordance with with the Commons Act 1876 and should not encroach or disturb the greens. It was suggested that a quantity of signs could be made stating, 'please do not park on the village green'.

**RESOLVED:** the Clerk will investigate the signage costs.  
Village green repair will be discussed at the next meeting.

**c.** The blocked drain on Back Green was discussed.

**RESOLVED** that, once appointed, the lengthman should clear the drain and determine which property it serves, after which it will be the owner's responsibility to maintain it.

## 12.3. Benches

In response to a request, it was **RESOLVED** that a bench should be installed on Kayley Hill. The Chairman reminded council that £500 of the anonymous donation would be used for the purchase of a bench. The donor has requested that it is located on Magna Green.

## 13. Registration of common land

NYCC maintains the Registers of Common Land and Town and Village Greens. Under the Commons Act 2006, it is now possible to update and correct the Registers of Common Land and Town and Village Greens.

**RESOLVED** to publicise this opportunity on the council website.

## 14. Annual Parish Meeting, Saturday 25<sup>th</sup> April

The Chairman and Cllrs Tyrer and Kay will organise and publicise the meeting. The Clerk will make the necessary amendments to the agenda and ensure the village hall committee is invited.

## 15. Finance

**15.1.** The financial statement dated 2<sup>nd</sup> April 2015 was reviewed and approved.

**15.2.** It was **RESOLVED** to make the payments detailed in the financial statement dated 2nd April 2015. These include:

E.ON	Street lighting electricity	£	42.02
Harrison and Cross Ltd	Installation of 5 x new street light LEDs & repairs on Hoyles Lane	£	3,774.84
Brian G Box	Removal and disposal of Christmas trees	£	12.00
Gillian Muir	Expenses, April 2015	£	95.74
<b>Total</b>		<b>£</b>	<b>3,924.60</b>

**15.3.** The budget figures for 2014-15 were compared with actual income and spend for this period. It was noted that renovation works to the war memorial and Baptist Burial Ground were funded by donations from Long Preston Heritage Group.

**15.4. RESOLVED** to pay the Clerk's salary and standard monthly office expenses electronically by standing order. These payments will be recorded in the monthly finance statement presented at each council meeting.

**15.5.** The Clerk summarised the issues that have arisen caused by inaccurate recording of the salary payments of former employee, Belinda Roos from April to August 2014. As a result PAYE payments are now outstanding.

**RESOLVED:** the Clerk will liaise with Cllr Tyrer then write to Ms Roos to determine her tax status between April and August 2014 and to find out why PAYE rules were not adopted.

**15.6. RESOLVED** to close the allotment bank account

**15.7.** No other financial matters were considered.

## **16. Planning**

### **16.1 Applications**

a. 52/2015/15591 Fell 1 No Beech (T1) and 1No Sycamore (T2), Mill Farm, Long Preston. Council has no objections to this application.

## **17. Correspondence**

**17.1.** Correspondence from PFA was noted. The Chairman complimented the PFA on the good initiatives outlined in the action plan and expressed his sadness that the relationship between the parish council and PFA has not moved forward.

**RESOLVED:** the Chairman will ask the PFA if they would consider entering into a process of mediation to enable the two organisations to work together. The parish council will suggest that Bruce Dinsmore, Sports Development Officer with Craven District Council, could act as mediator although this would not be a pre-condition to any discussions.

**17.2.** NYCC Highways – changes to grass cutting service. In response to a consultation, Highways has been informed that the parish council will not be requesting an estimate for additional urban grass cutting and will not be taking up the deferred payment offer.

**17.3.** Long Preston Heritage Group correspondence regarding the Big Dig and the Baptist Burial Site was noted.

## **18. Information & proposals for the agenda of future meetings**

No additional items were suggested.

## **19. Date of Next Meeting**

It was **RESOLVED** that the next meeting would be held on Thursday 14<sup>th</sup> May 2015, 7.30pm at Long Preston Village Hall.

The meeting closed at 10.10pm.