

LONG PRESTON PARISH COUNCIL
THURSDAY 6th May 2021
MINUTES

2.1 Public participation session of up to 15 minutes to enable parishioners to comment on matters concerning the Parish. This will be conducted in accordance with paragraphs 3(e) and 3(f) of the Council's Standing Orders.

Regarding the telephone kiosk the Secretary of the Heritage Group informed the Council that a grant application to the YDNPA Sustainable Development Fund will be submitted soon and asked if volunteers working on the kiosk on behalf of the Council would be insured by the Council's insurance and if the Council would be in agreement if solar panels could be discretely installed in order to power the kiosk environmentally friendly. The Council's decisions on this matter are recorded at item 2.9f.

2.2 To welcome new co-opted Parish Councillor and receive apologies for non-attendance.

The Council **welcomed** Mary Brierley as Parish Councillor. Cllr Brierley **submitted** the completed Notification of Disclosable Pecuniary and Other Interests form.

Present: Cllrs Staveley (Chairman), Brierley, Lis and Moorby.

In attendance: Marijke Hill (Parish Clerk & RFO) and three members of the public.

2.3 Code of Conduct and Disclosable Pecuniary Interests

- a Councillors did not record any Disclosable Pecuniary Interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the Parish Council's code of conduct in connection with items on this Agenda.
- b No requests were made for dispensation in connection with items on this Agenda.

2.4 To approve the Minutes of the Parish Council meeting 1 held remotely on 8th April 2021

The Council **resolved** that the Minutes of the Parish Council Meeting, held on 8th April 2021 should be approved and signed by the Chairman, Cllr Staveley, as a true and accurate record.

2.5 To receive updates on Matters from previous meetings not otherwise included on the Agenda

There were no updates on Matters from previous meetings reported.

2.6 To review the subsistence of delegation of decision making to the clerk and RFO

The Council **resolved** to reconfirm that the clerk and RFO is empowered to do anything expedient and necessary to ensure the continuous business of the Council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable under the Local Government Act 1972, Section 101.

The Council **noted** that these delegated powers would be exercised by the clerk and RFO only after consultation with the Chairman and that all decisions and actions taken would be reported to all Councillors in a timely manner and would be minuted for ratification at the next meeting of the Council.

2.7 To receive reports from Craven District and North Yorkshire County Councils, the Yorkshire Dales National Park Authority and the Police

- a. District Cllr Moorby reported CDC recently took action against a small number of hospitality businesses for Covid breaches.

District Cllr Lis reported about the return of face-to-face meetings and that a full District Council meeting will be held in Gargrave Village Hall in order that social distancing can be adhered to.

- b. YDNPA Member Lis reported that the Ranger Service, in cooperation with NYP, are trying to cope with the increased number of visitors.

- c. The Council has **received** the NYP written incidents report and **noted** that 32 incidents were reported between 4 February and 5 May, notably that two sheep have been attacked by a dog. The Council **noted** that farmers are allowed in law to shoot a dog when worrying sheep.

2.7 To consider new Planning Applications, Decisions, and Other Planning Matters

a Applications

- 1 YDNPA: C/52/74E – householder planning permission for replacement of all existing timber windows and doors with anthracite grey coloured grain effect uPVC windows and doors (part retrospective), Long Meadow, West End. The Council **decided** it had no comments to make.
- 2 YDNPA: C/52/620D – full planning permission for removal of existing storage shed and replace with a steel lockable container, Playing Fields, School Lane. **Withdrawn.**
- 3 YDNPA: C/52/89E – full planning permission for erection of extension to existing agricultural building at Land to north east of Megs Croft, Green Gates Lane. The Council was **informed** that the submitted plans do not show the nearly completed housing development. The Council **agreed** to notify the planning authority and the applicant in order that this omission can be rectified. The Council **decided** to raise concerns about the extension of an existing large agricultural building within 25 meters of a residential development.
- 4 YDNPA: C/52/734 householder planning permission for erection of glazed/masonry extension, and new glazed doors to existing door/window opening, Ivy End, Chapel Walk. The Council **decided** it had no comments to make.

b. Decisions

- 1 CDC: 2019/21304/FUL and amendment – conversion of Field Barn to a 1 bedroom dwelling with associated access & car parking. Conversion of roadside barn to a 4 bedroom dwelling with associated access & car parking. Partial demolition of a storage barn and conversion of the retained part into a 3 bedroom dwelling with associated access & car parking. Construction of a garage block, Bend Gate House. **Not yet decided**
- 2 CDC: 2020/21553/OUT – Outline application with some matters reserved for the development of up to 99 lodges, reception cabin with parking, and landscaping including ground modelling and water features (resubmission of previous application 42/2016/17496 refused 28 March 2019), Amendment received December 2020, Land To The East Of Waterside Lane, Hellifield. **Not yet decided**
- 3 YDNPA: C/52/675C – full planning permission for erection of new agricultural building and erection of an extension to an existing agricultural building, Mearbeck Farm, Mearbeck. **Approved conditionally**
- 4 YDNPA: fell one sycamore off Green Gates Lane, Megs Farm. **No objection.** The Council **noted** that the YDNPA has made a recommendation that a replacement tree of native species is planted within the first planting season after felling.
- 5 YDNPA: C/52/63Z – full planning permission for change of use from guest house (C1) to self-contained holiday let with single garage, cycle store and hot-tub (retrospective), Eldon Country House, Church Street. **Not yet decided.**

c. Other Planning Matters

There were no other planning matters.

2.8 To consider action regarding parish maintenance matters

a. street lighting matters

The Council was **informed** by NYCC that the old wooden pole in front of Lochinvar was condemned by ENW in 2017 and that NYCC installed a new steel column with the agreement that ENW would connect it Free of Charge, ref ENW letter 550012844 dated April 2017. The Council was further **informed** that ENW have now confirmed that the connection to the street light in front of Lochinvar is being funded by ENW and that both columns will be connected as

long as an earth in the column is installed. The Council **agreed** to contact Harrison & Cross with a view to making sure that both columns have an earth installed ahead of ENW's visit to connect both street lights on 4th June.

b. Playing Fields matters

The Council had **decided** to withdraw its planning application to replace the shed by a container and it **ratified** its decision to purchase two flat pack containers to be built inside the shed for £2,667.00 + VAT. The Council **agreed** to contact the primary school in order that School Lane and the Playing Fields are cleared from parked vehicles on the day of delivery, expected to be on or before 11th June. Cllr Moorby will contact the PFA for help emptying the shed and building the containers.

The Council **ratified** its decision to purchase a replacement wooden panel at the top of the slide for £299.72. Cllr Moorby **informed** the Council that the panel has been delivered and that the lengthsman will install this as soon as possible, weather permitted.

The Council **noted** the RoSPA logbook for weekly inspections of the play equipment and Cllr Brierley will carry these out on a regular basis.

c. grass cutting services

The Council was **informed** that the drive belt on the Toro grass mower needs replacing. Cllr Moorby will have a look to see if this can be repaired.

d. lengthsman services

The Council **noted** that the YDNPA Area Ranger has confirmed that the lengthsman can carry out the work on the 4 PROWs in the parish on behalf of the Ranger Service with a contribution of up to £250. The lengthsman has been informed and will carry this out in due course.

e. Toddstyles footpath

The Council had **received** a representation from a parishioner, concerned about bikes using this narrow lane as well as horse riders. The Council had **contacted** the YDNPA Area Ranger who had replied that some 'footpath only' signs will be installed at either end of the public footpath as soon as possible. The Council **agreed** to monitor the situation.

f. telephone kiosk

The Council **agreed** to send its Volunteer Policy to the Heritage Group, which sets out the broad principles for voluntary involvement in activities on behalf of the Parish Council. The Council **decided** that a Risk Assessment must be undertaken for the refurbishment of the kiosk and Cllr Brierley offered assistance to the Heritage Group. On condition that volunteers agree to and comply with the contents of the Volunteer Policy they will be insured under the Parish Council's Public Liability and Employer's Liability cover.

The Council agreed that the Heritage Group can install solar panels to power the kiosk.

g. NYCC Highways matters

Regarding the noise disturbance for residents on Main Street at the junction with Church Street, caused when vehicles drive over a depression in the road, the Council had again not received a reply from NYCC Highways. This matter was first reported to NYCC Highways in September 2020, but observations / findings at a site visit were that the dip did not meet the intervention threshold in accordance with the Highway Safety Inspection Manual and there were no noticeable noise level changes when vehicles including tipper wagons drove over the dip. Cllr Moorby **reported** that this particular area, including the situation with large vehicles frequently clipping the house at no 1 Main Street and the lack of a pedestrian crossing, needs attention. The Council **decided** to approach a newly elected County Councillor to assist with discussions with NYCC Officers to get these issues resolved.

2.10 To consider action regarding parish matters other than maintenance

a. Parish Council's vacancies

The Council had **contacted** the Monitoring Officer at CDC as no request to fill the vacancies by election was received. The Council **noted** the reply that the Temporary Appointment of Members Order, issued by CDC on 20th September 2020, can remain in place until such time as the vacancies are filled, either by election or co-option. However, if the parish is unable to provide sufficient councillors CDC will need to consider instigating a community governance review. Cllr Moorby **reported** that a large article has been published in the Parish Magazine, asking parishioners to come forward and the Council **agreed** to await the feedback from this article.

b. report from the VAS Working Group

Cllr Moorby **reported** that a site meeting had taken place with the NYCC Senior Engineer to discuss possible locations for the installation of a VAS. Cllr Moorby **informed** the Council that a mains-fed VAS could be installed on the Settle side at Magna Print either facing towards Settle or towards Hellifield as well as at the West End bungalows facing towards Settle. The Council has **received** two quotations for a NYCC approved VAS unit. Cllr Staveley **informed** the Council that Giggleswick PC would like a joint approach and that Ribble Banks PC is **also** potentially interested. Cllr Staveley will contact Horton-in-Ribblesdale PC and ask further information regarding the purchase and installation of the VAS they installed. The Council **agreed** to await further information as well as the outcome of the follow up meeting with members of the VAS Working Group, still to be set up, to discuss each PC's position and how to proceed.

c. new website

The Council was **informed** that the new Parish Council's website now complies with many of the requirements in the Public Sector Bodies (websites and mobile applications) (no. 2) Accessibility Regulations 2018 and it **noted** the domain name for the new website as www.longprestonparishcouncil.co.uk. The Council **agreed** to write an article in the Parish Magazine to make residents aware of the new website.

2.11 Finance

a. The Council **approved** the Financial Statements and Report to 28th April and **noted** the total balance of both accounts on 28th April as 25,576.55.

b. The Council **approved** the payment of the following accounts:-

Vodafone direct debit wifi Hall	£	23.51
E.ON (electricity March)	£	92.95
Sharon Press (parish magazine May)	£	196.50
Playdale Playgrounds (replacement wooden panel for slide)	£	299.72
Gibson Garden Machinery ltd (Kubota grass mower)	£	12,192.12
Zurich Municipal (annual motor insurance Kubota)	£	486.37
Clerk (reimbursement for 2 year website domain name and for annual website package)	£	69.84
Clerk (salary & expenses April)	£	597.49
Playsafety Limited (template inspection list)	£	36.00
Grass cutter contractor (grass cutting April)	£	568.21

The Council **noted** receipt on 30th April of £12,000 from CDC as first instalment of the precept.

The Council **noted** receipt from HSBC of £0.19 as interest for April

c. The Council **approved** the Explanation of Variances for the Finance Year 2020-2021.

d. The Council **approved** the Assets Register in order to determine the value of assets to be insured and it **noted** that 39 street light columns are insured for £4,000 each to a total of

£156,000; other assets including the value of the Toro grass mower are insured to a total of £76,700; and the Playing Fields assets are insured to a total of £66,000.

The Council **resolved** to insure all assets to a total of £298,700, paying an expected premium of approximately £1,650.

- e. The Council **received** the AGAR Annual Internal Audit Report for the Finance Year 2020-2021 and it **noted** the Internal Auditor's recommendations. The Council **approved** payment of £90.00 to the Internal Auditor.

2.12 Reports on or Notice of meetings of Other Bodies

YLCA: High Court Judgement on the continuation of remote meetings

The Council **noted** that the application to the High Court in relation to virtual meeting provision for local authorities was dismissed on 28th April, meaning that the High Court has ruled against the bid to enable local councils to continue meeting remotely from 7th May.

* YLCA: NALC Chief Executive's Bulletin 23/4; 30/4; Law and Governance Bulletin 30/4; DCMS Rural Broadband consultation until 25 May

* CDC: Statement of Licensing Policy consultation from 26 April to 7 June; update from the Monitoring Officer

* YLCA: White Rose Update 23/4; Training Bulletin 9/4; 23/4; 30/4

* Community First Yorkshire: community led housing workshop 6/5

2.13 To determine any Matter not included on this Agenda which the Chairman considers must nevertheless be addressed as a matter of urgency.

No matters were reported.

2.14 To receive reports/comments on other matters for information only, or for inclusion on a future agenda.

No reports or comments were reported.

2.15 To consider Co-option of additional Councillor

The Council had received an application from a parishioner and it **resolved** to appoint Gabby Outlaw to fill one of the ordinary vacancies by co-option.

2.16 Date and time of the next Parish Council meeting

The Council **noted** that the Government has not extended the legislation that allows the Council to hold remote meetings after 6th May and it **resolved** to make preparations for holding face-to-face Parish Council meetings. The Council **agreed** to comply with the Government's 'safe workplace guidelines' and a Risk Assessment will be drawn up. The Council then **confirmed** that the next Parish Council meeting will be held on Thursday 3rd June 2021 at 7.30 pm in the large room in the Village Hall.

There being no further business to transact the Chairman closed the meeting at 9.04 pm.

Marijke Hill
Clerk to the Council