

## LONG PRESTON PARISH COUNCIL

THURSDAY 5<sup>th</sup> NOVEMBER 2015

### MINUTES

**Present:** Cllrs Goodall (Chairman), Tyrer (Vice Chariman), Morley and Sturgess

**In attendance:** Gillian Muir (Parish Clerk & RFO) and 3 members of the public

1. **Opening and Public Participation:** the Chairman opened the meeting. Long Preston Playing Field Association is looking for volunteers to help prepare for bonfire night.
2. **Apologies and reasons for absence:** Cllr Inglis who is on holiday and Cllr Kay due to commitments organising the PFA Bonfire event.
3. **Code of Conduct and Disclosable Pecuniary Interests**
  - a. No Disclosable Pecuniary Interests or other interests were recorded in relation to items on this Agenda.
  - b. No requests were made for dispensations in connection with items on this Agenda.
4. **Confidential agenda items** – item 15 will be discussed in private session

5. **Minutes of the council meeting held on 1<sup>st</sup> October 2015 and the extraordinary general meeting held on 15<sup>th</sup> October 2015**

Council **RESOLVED** that the minutes of the Long Preston Parish Council meeting held on 1st October 2015 and the confidential minutes of the extraordinary general meeting held on 15th October 2015 should be approved and signed by the Chairman, Cllr Goodall, as a true and accurate record.

6. **Issues relating to Craven District and North Yorkshire County Councils, the Yorkshire Dales National Park Authority (YDNPA), the Police and Parish Council Representatives to External Bodies**

The Chairman reported on behalf of Cllr Moorby. Cllrs Moorby and Welch have asked NYCC Highways to install road safety measures to raise awareness of the blind summit on the A682 in light of the recent serious accident that happened there. Cllr Moorby is doing all he can to keep Settle Pool open. Settle Pool is receiving help from Craven District Council Officers to source external funding sources and from Craven Swimming Pool Management who is providing advice on how to reduce costs.

6.1 **Temporary Vehicle Activated Sign Initiative (VAS)**

The effectiveness of a vehicle activated 30mph road sign sited at strategic positions on the A65 for a total of 18 weeks each year over 4 years was considered. The costs range from £3500 to £5400 plus VAT. It was noted that the council has not budgeted for the additional costs of acquiring this system.

**RESOLUTIONS:**

- The Clerk will contact NYCC Highways to ask for more information regarding the effectiveness of the sign and to determine if it collects speed data.
- Cllr Morley will contact NYCC Highways to request data from the most recent speed survey carried out in Long Preston

- Residents will be asked if the parish council should acquire the temporary VAS system. A paper questionnaire will be distributed in the coming weeks.
- The Chairman will ask if the post office would be willing to collect questionnaires.
- Results of the questionnaire will be collected and discussed at the December meeting

## **6.2 Pennine Bridleway crossing in Long Preston**

Councillors noted the communication from the YDNPA Head of Ranger services, Alan Hulme. After taking into account the financial and legal risks, YDNPA Members have decided not to authorise Officers to pursue a Creation Order and Agreements to implement a safer, alternative equestrian route to that approved by the Secretary of State through Long Preston.

## **6.3 Dog waste bins**

Three dog waste bins have been ordered for installation by the Post Office, by Maypole Green and on the northern side of the A65 at West End near the bus stop. They will be emptied weekly and free of charge by CDC. The Chairman and Clerk will liaise with CDC to ensure the bin by Maypole Green does not infringe upon nearby residences. The Clerk will request that the bins are installed asap.

## **7. Web and mobile phone based communications**

Cllr Kay will be asked to provide training to enable the Clerk and Councillors to update the website.

Police Community Support Officer Montgomery entered the meeting and was invited to give a report. Sneak in burglaries, where criminals enter homes through unlocked doors and windows, have increased. Details of the Ringmaster community messaging system were given: this is an effective tool that circulates information relating to crime or missing persons via email, text, voice mail or fax. Discussions took place regarding police staffing levels and the challenges of transporting prisoners to Harrogate after the closure of Skipton custody suite.

## **8. YDNPA Parish Forum Meeting**

Cllr Tyrer reported on the Parish Forum meeting.

Due to a decrease in resources, YDNPA are less able to maintain Public Rights of Way (PROW) in the National Park. The Authority will reimburse parishes who maintain PROW on their behalf.

**RESOLUTION:** the Clerk will contact the Area Ranger to locate PROW in the parish.

YDNPA's local occupancy condition was discussed in relation to the negative impact this policy is having on home buyers and housing development. YDNPA acknowledged that the local occupancy condition has not worked and building targets in the National Park have not been met. The new Local Plan widens the eligibility criteria for local occupancy. YDNPA will consider a scheme proposed by Cllr Tyrer to effectively give the owners of property that the occupancy clause affects the ability to effectively remove the clause by commercially valuing the property with or without the clause and paying to the National park a percentage of the difference. There is a well know commercial formula that does this effectively and this could be utilized for those purposes.

It was noted that the new Local Plan will offer more flexibility and opportunities for the residential conversion of some roadside barns.

## **9. Meeting dates for 2016**

Challenges related to reducing the number of council meetings from 11 to 8 in 2016 were considered. Members were reminded that the parish council can only make decisions when it is

in session. Fewer meetings will mean less opportunity to do this. Issues relating to planning applications and finance were discussed and the following **RESOLUTIONS** made:

- Details of planning applications under review will be uploaded onto the website for the public to view.
- Planning applications will be circulated to all councillors; comments will be collected via email by the Clerk and forwarded to the relevant planning authority.
- Where there is a difference of opinion, an extraordinary general meeting will be called to enable council to debate controversial or disputed plans.
- In order to avoid late payment of invoices, section 5.5 of the finance regulations will be employed. This states that the Clerk has delegated authority to make payments to avoid late payment charges. These payments would then be reported at the next meeting.
- The following meeting dates for 2016 were agreed:

Thursday 14<sup>th</sup> January

Thursday 10<sup>th</sup> March

Thursday 5<sup>th</sup> May

Thursday 7<sup>th</sup> July

Thursday 8<sup>th</sup> September

Thursday 6<sup>th</sup> October

Thursday 3<sup>rd</sup> November

Thursday 1<sup>st</sup> December

- Council will review its decision to hold less meetings if it does not work in practice.

## **10. Parish Maintenance and Assets**

### **10.1. Street lighting**

Electricity North West will soon connect the newly installed street light units at West End Bungalows, Station Road and Green Gate / School Lane. NYCC will install two units on Back Lane imminently. Outed lights at West End Substation (SL004), Main Road, Burial Ground (SL013) and Main Road, Station Road junction (SL033) have been repaired. Councillors will report other outed street lights to the Clerk who will then arrange for their repair.

Items 10.2 and 10.3 were considered at the same time.

### **10.2. To consider inclusion of the playing field as part of the 2016 grass cutting programme & 10.3 Village Green grass cutting**

A request from the PFA to include the playing field in the parish council's grass cutting programme was considered. More detail is required with reference to the number of cuts; time taken to carry out each cut and estimated costs etc before the council can properly consider this request.

**RESOLUTION:** the Clerk will contact the PFA to request more information.

Councillors considered the potential benefits and disadvantages of acquiring a lawnmower to cut village greens in comparison to hiring a grass cutting contractor.

**RESOLUTION:** Cllr Tyrer will compile a list of lawnmower models and carry out a cost benefit analysis to determine if this would be feasible financially. Contractor costs, quality of the workmanship, storage, and costs associated with disposal of grass cuttings and insurance also need to be considered.

### **10.4. Christmas Lighting:**

a. Maypole Green Christmas lights and the location of spare bulbs

The string of lights surrounding Maypole Green is now operational. No charges have been incurred to the council for the repair. The previously lost spare light bulbs have now been found.

b. Christmas tree on Back Green

**RESOLUTION:** A Christmas tree will be installed on Back Green. Katie Atwell volunteered to source a tree from Dinsdales. The May Queen will be asked to switch on the lights.

**c. Christmas lighting plans for 2015 and beyond**

The council will try to install as many Christmas lights around the village. Volunteer help was requested in order to achieve this. A manual will be written to provide instruction for installing the lights in future years.

**10.5.Benches**

The Parish Lengthsman will ensure the benches on Kayley Hill and Moor Lane will be relocated as instructed.

**RESOLUTION:**

The Clerk will purchase the Teak Garden Bench (Oxford) from Sustainable Furniture UK Ltd with funds raised by Jean Rogers, the Over 70s group and donations collected by Angela Kay and Katie Atwell. Wording for the dedication will be confirmed with Jean Rogers and inscribed on the back panel.

Councillors considered 3 estimates for a brass plaque to be fixed to the new bench on Magna Green: Engravefast.co.uk, £29 plus delivery, Sustainable Furniture UK, £75 + VAT and Furnitubes £178 + VAT.

**RESOLUTION:** The Clerk will order a 4.5” x 3.5” brass plaque from Sustainable Furniture UK costing £75 + VAT

**10.6.Prison Walk**

The previously blocked path is now accessible as a resident has strimmed the overgrown hedge.

**10.7.Parish lengthsman**

The parish lengthsman will relocate the benches on Moor Lane and Kayley Hill and complete installation of the village green ‘no parking’ signs.

**10.8.Other parish maintenance matters**

**RESOLUTION:** the council will pay £1 to purchase the telephone kiosk on Maypole Green as part of the Adopt a Kiosk scheme run by BT. The council will be responsible for all maintenance and insurance.

**11. Finance**

**11.1. RESOLUTION:** payment of accounts was authorised as outlined in the finance statement dated 5<sup>th</sup> November. This included:

Horton Landscaping Ltd	Grass cutting October	£	499.99
Harrison and Cross Ltd	Repair fo 3 street lights	£	79.20
E.ON	Electricity	£	78.10
Gillian Muir	Clerk's expenses for October	£	14.87
<b>Total</b>		<b>£</b>	<b>672.16</b>

**11.2.** It was noted that payment of the £1287 donation has been made to Long Preston Playing Field Association as resolved under minute 11.6.b of meeting held on 1st October 2015.

This money is part of the anonymous donation made to the parish council in January 2015.

The donation has been made with the permission of the donor and under the powers given by the Local Government (Miscellaneous Provisions) Act 1976, Section 19.

**11.3. RESOLUTION:** The finance statement dated 5<sup>th</sup> November was reviewed and approved. The Clerk will alter the transposed figures for the current and deposit accounts. It was noted

that £5000 has been transferred from the current to the deposit account as instructed at the last meeting.

**11.4.** The draft budget for 2016-17 was considered along with the parish council's agreed strategy for 2016-17. The Clerk will make the necessary amendments and present it for consideration at the next meeting.

**11.5. RESOLUTION:** Cllr Tyrer was appointed to verify bank reconciliations and statements on a quarterly basis as part of the internal audit control procedure

**11.6. RESOLUTION:** a £65 contribution will be made to the Clerk's subscription for the Society of Local Council Clerks

**11.7.** Other financial matters – none.

## **12. Planning**

**12.1 Applications:** none received

### **12.2 Decisions:**

- a. C/52/703A Full planning permission for erection of first floor rear extension to provide additional bedroom, single storey side extension to provide sitting room and conversion of kitchen back to former use as a garage, 6 Back Green, Long Preston. Not yet decided.
- b. 52/2015/16158 Reduce height of 1 no. grey poplar by 25% and reshape crown, Bendgate House, Back Lane to Long Preston Bridge. Consent given.
- c. 52/2015/16174 Conversion of Barn to Dwelling, Barn, Mill Lane, Long Preston. Approved.

### **12.3 Other planning issues**

YLCA has been notified of councillors' interest in attending their planning training course.

## **13. Correspondence**

**13.1.** Yorkshire Dales Access Forum: membership recruitment – noted.

**13.2.** NYCC: Footway Lighting Maintenance – noted.

**13.3.** CDC: Local Green Space - Call for sites consultation – noted.

**13.4.** NYCC: sponsored highways assets – noted, not applicable.

**13.5.** LPPFA: RoSPA safety inspection report for playing field – noted.

## **14. Items of information & proposals for future agendas**

**14.1.** YLCA: Craven Branch Meeting – the Chairman reported that YLCA is setting up an internal audit service. The Clerk will enquire about the service once it is in operation.

**14.2.** A Freedom of Information Request has been made regarding the playing field. The Clerk is compiling a response.

**14.3.** Cllr Sturgess' motions regarding the playing field will be debated.

## **15. Staffing issues**

**RESOLUTION:** the press and public were excluded from the meeting in order to discuss confidential staffing issues.

## **16. Date of the next meeting**

**RESOLUTION:** the next meeting will be held on Thursday 3<sup>rd</sup> December 2015, 7.30pm at Long Preston Village Hall.

The meeting closed at 9.55pm