



# Sutton-in-Craven Parish Council

Minutes of the Meeting of Sutton-in-Craven Parish Council held in the  
Senior Citizens Centre, North Street on Monday 1<sup>st</sup> February 2010

## Present

Cllr. Whitaker (Chairman), Cllr. Joy, Cllr. Wilkinson, Cllr. Bretan, Cllr. Smith, Cllr. Marchant, Cllr Hawkins, Cllr Hart  
Mrs D Emmott, Clerk to the Council

Cllr. Barrett and two members of the public also attended.

The Chairman welcomed everyone present.

13/02/2010

## Apologies for absence

Cllr. Herpe and Cllr. Morrell

14/02/2010

## Declarations of Member's Interest in Matters on the Agenda

Cllr. Hart abstained from planning observations.

15/02/2010

## Minutes of the Previous Meeting

It was **resolved** that the minutes of the meeting of the Council held on the 4<sup>th</sup> January 2010 (circulated to all members) were agreed as a true record and signed by the Chairman. Proposed Cllr. Marchant and Cllr. Wilkinson.

16/02/2010

## Public Participation

None

17/02/2010

## Planning Applications

66/2009/10233 – Removal of Existing Single Garage And Construct New Garage With Link To Main House, Croftlands, West Lane.

**No Objections**

66/2009/10252 – Construction of Semi-Detached Dwelling Attached To Existing Dwelling, Detached Garage And Associated Parking Woodlea, West Lane.

**No Objections**

18/02/2010

## North Yorkshire Council Report

Cllr. Barrett informed the meeting that speed checks requested for the High Street are underway. The North Yorkshire County Council Tax is proposed to be 3%, approximately £30 for Band D.

19/02/2010

## Craven District Council Report

Cllr. Hart informed the meeting that the Alternate Weekly Collection for refuse and recycling is now underway. Permission has been granted for work to commence on the Greenroyd Site.

Concern was raised by the Chairman for the residents of Yeadon House who are being moved onto the site permanently on completion.

It was **resolved** that a representative of Craven/Yorkshire Housing be invited to attend the next meeting.

20/02/2010

## Clerks Report and Correspondence

### Sent/To

a) South Craven Community Watch

Letter to North Yorkshire Police agreeing to the criterion set. Donation enclosed.

b) Review of Disability Issues in the Craven District

E-mail to Sandip Mahajan informing that Cllr. Smith will be attending the meeting on Thursday 21<sup>st</sup> January 2010.

c) Parish Liaison

E-mail to Ian Strong, YLCA informing that Cllr. Hawkins and Cllr. Bretan will be attending the meeting on 21<sup>st</sup> January 2010.



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- d) **Neighbourhood Profile Guides**  
Information advertised on websites.
- e) **Park Drive – Grit Bin**  
E-mail to Highways Area 5 Skipton to report missing Grit bin at the top of Park Drive.
- f) **Lighting Faults – Reported**  
Light No. 1 back of Victoria Street/Albert Street and Light No.1 at the bottom of Victoria Street reported again.  
Reference GENVA-322-1218

Light No. 4 Wet Ings Lane reference number: 101000259845

## **Received / From**

1. **Park Lodge Maintenance**  
Following safety checks on the Park Lodge gas appliances, it was recommended that the boiler and radiators be replaced.  
It was **resolved** that further quotes be invited.
2. **Financial Regulations**  
It was **resolved** that the Financial Regulations were in order and were accepted by the Council without further amendments.
3. **Annual Parish Meeting and Annual General Meeting**  
It was **resolved** that the Annual Parish Meeting be held on Monday 12<sup>th</sup> April and the Annual General Meeting be held on Monday 10<sup>th</sup> May 2010.
4. **Lengthsman**  
It was **resolved** that a working party be set up to look into detail of the requirements of a Lengthsman for the village. The working party meeting is to be held on Monday 8<sup>th</sup> February, 6.30pm at the Park Pavilion.  
Councillors Marchant, Smith and Wilkinson to attend.
5. **Report from the Chairman – Boundary Issues**  
**Meeting 7<sup>th</sup> January with the Chairman of Cowling and Glusburn & Crosshills Parish Council**  
After consultation with neighbouring Parish Councils it was **resolved** that suggestions to change the boundary (information below) be objected against:  
That the Dog and Gun public house, Malsis School and surrounding area become part of Glusburn and Cross Hills Parish, with which they appear to have a greater community identity than either Sutton-in-Craven or the adjoining Cowling Parish. The suggested changes are for Glusburn and Cross Hills southern boundary, just to the east of Glusburn Bridge to go due south along the marked track up to Bent Farm, keeping to the west of the farm buildings; then continue south along Jack Field Lane to High Jack Field. From there it will turn south-west along a track up to the moor road between Cowling and Sutton-in-Craven; then west along the moor road until it joins up with the present Cowling/Sutton-in-Craven boundary. All the area that was formerly in the Sutton-in-Craven Parish would transfer into Glusburn and Cross Hills Parish.

It was **resolved** that the suggested boundary changes (information below) be accepted:

That part of the Glusburn and Cross Hills boundary to the rear of Walker Close, where it passes through the building at the back of Glusburn Mill and to bring Glusburn AFC football pitch into Glusburn. The boundary can be brought along the centre line of Holme Beck from the rear of Walker Close up to the 1900 Bridge and then in a northerly direction along the footpath to Colne Road, until it meets the present boundary. (Note: Care to be taken to ensure that Sutton Fields remains within Sutton-in-Craven Parish.



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6. **Report from Councillor Smith – Review of Disability Issues in the Craven District, Meeting held 21<sup>st</sup> January**  
Cllr. Smith upon attending the Review of Disability Issues in Craven Meeting was dismayed at the standard of accessibility provided for the disabled, the lack of heating and the deafening noise of the air conditioning system. The primary topic of conversation revolved around the issue of putting a bed in the disabled public toilets.
7. **Report from Councillor's Bretan and Hawkins – Parish Liaison Meeting 21<sup>st</sup> January**  
Due to unforeseen circumstances Cllr. Bretan could not attend and sent apologies. Cllr. Hawkins informed the meeting that subjects discussed consisted of the Parish Charter, Boundary Changes and Lengthsman. Parish Charters set out the relationship between principle authority and all parish councils in its area. They describe the general working practices for achieving improved partnership working information flow and dialogue. They set out the enhanced role that the parish councils in the area can expect to play in delivering services.
8. **Disabled Parking Bay**  
A request was received by a resident for a Disabled Parking Bay on the High Street. This was referred to North Yorkshire County Council by the Clerk.  
The procedure for obtaining a parking bay is firstly for the residents needs to be assessed by North Yorkshire County Council Adult & Community Services at Skipton. The assessment is usually based on the need, including being a blue badge holder and receiving the mobility component of disability living allowance. If the criterion is met then Adult & Community Services will request a parking bay on the resident's behalf. North Yorkshire Highways will then assess a suitable location for the bay and details will be sent to the resident for approval. North Yorkshire Highways will not fund the provision of the parking bay so the cost must be met by the resident or a third party. The cost of such a bay is in the region of £85 and the resident must be aware that the disabled bay will not be for their sole use and may be used by other disabled badge holders.
9. **Residents Letter**  
A request for sponsorship from a resident of Glusburn, who attends the Upper Sixth Form at Ermysted's Grammar School, Skipton, selected by Yorkshire RFC to tour South Africa in the summer of 2011. £3000 is needed to travel to South Africa.  
It was **resolved** that the applicant does not meet the criterion of the Parish Councils donation policy.
10. **Bus Shelters**  
The Parish Council along with the support of the Police are looking into changing the bus shelters at the top of the Park, Main Street and Holme Lane at the junction with Bridge Road to shelters similar to the one opposite Desi Raj in an attempt to help with the current problems of Anti-Social Behaviour and also to improve the look.  
  
As it stands the developer of the Greenroyd site will improve the stops on Main Street (opposite the C of E School and opposite the Bull Inn), both sides of the road including the provision of a shelter. This will be an enclosed shelter on the park side of the road and a cantilever shelter on the same side as the development.  
  
The Bus Shelter on Holme Lane by the junction on Bridge Road:  
Costs are based on the replacing of the shelter opposite the Desi Raj (Rupali), Main Street.  
The total cost of work including the shelter was £10,400, £4,430 for the shelter the rest being design, exploratory ground works, clearance and construction.  
It is possible to reduce the costs by reducing the size of shelter, for example a 2 bay cantilever shelter is £2369, and there would be very little change in the other costs.  
It is unlikely the County Council would consider funding work at these stops when there are other stops with fewer facilities.  
  
It was **resolved** that quotes be obtained for removing the roof and walls to match the existing wall height, and then secure a new shelter on to the existing base. Cllr. Hart to enquire if planning permission will be required.
11. **Update on Severe Winter Weather From North Yorkshire County Council – published on website**



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### 12. Sutton Village Committee – Christmas Lighting

A letter received from the Village Committee thanking the Parish Council for funding the electricity for the Christmas Light Display around the Village over the festive season.

It was **resolved** a letter be sent thanking the Village Committee and volunteers for all their hard work in providing events throughout the year and for the wonderful display of Christmas Lights.

### 13. Fields in Trust

Craven District Council has been contacted by Fields in Trust (formerly called the National Playing Fields Association) to ask us about War Memorial Playing Fields. Their aim is to create a definitive record of these playing fields as part of the UK National Inventory of War Memorials.

According to the FIT there were hundreds of playing fields established after both the Boer war First and second wars. They were created to preserve the memory of and acknowledge the sacrifice made by men and women who gave their lives fighting for their country.

A war Memorial playing field is likely to have the word “memorial” included in its name or referenced in any records that exist of the site.

Craven District Council have checked the playing field database and have not identified any playing fields that might fit the FIT definition of a war memorial playing field.

It was **resolved** that the Parish Council are not aware of any war Memorial playing fields in the area that fit the definition.

### 14. Craven District Council Planning Decisions

Variation To The Approved Planning Application 66/2005/5519 Which Includes An Increase To 65 No New Dwellings (Previously 46 No) With 20 No Units Being For Private Sale And 45 No Of Which Being Affordable All With Associated Parking – **Permission Granted**

Velux Roof Window, America Barn, America Lane – **Permission Granted**

Removal of Existing Kitchen Extension, Erection of Larger Rear Extension With Balcony, Conversion of Existing Garage into Living Accommodation With New Openings To Side And Rear Elevations, 18 North Avenue – **Permission Refused**

#### Reasons for refusal

The proposed balcony, due to its proximity to the common boundary with No. 16 North Avenue, its first floor height level and its size would allow unrestricted and dominant views of No. 16 North Avenue’s currently private rear garden. Furthermore it is likely that areas of the balcony would allow views into No 16’s bedroom windows. As such it is considered that the proposed balcony would result in an unacceptable loss of privacy through overlooking to the occupants of No. 16 to the detriment of their amenity and their enjoyment of their property. As such, the proposed balcony is considered to fail to meet the requirements of Saved Policy H20 (of the Craven Outside the Yorkshire Dales National Park) Local Plan.

### 15. Park Gates

Planning permission will be required for reconstruction of part of the wall and railings in the different position (the planning fee for this would be £170, but if the application was submitted by the Parish Council then the fee is halved £85). Conservation area consent will be required for demolition of part of the existing wall – there is no fee for this application.

It was **resolved** the application be submitted in the Parish Council’s name.

### 16. Craven Area Committee

A Meeting will be held on Monday 8<sup>th</sup> February 2010 at Herriots Hotel, Skipton at 10am. The next meeting of the Committee is to be held on 29<sup>th</sup> April 2010 at 10am, at a venue yet to be determined.

### 17. Sutton CP School Fund Raising Event

Sutton CP School request permission to hold a school fundraising event in the Park on Saturday 10<sup>th</sup> July 2010. This would take the form of various local groups being invited to entertain, a BBQ, bouncy castle and other



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family sports events. The local radio station, Drystone Radio, is keen to support the event. The school will apply for a Temporary Events Licence in relation to the entertainment they will be providing. In order to comply with the Regulations in this regard, the school propose to erect a marquee to house a small stage and the radio equipment.

It was **resolved** permission be granted subject to a Risk Assessment being carried out (a copy can be found on the Council's website and tailored to meet individual requirements) and a copy of the schools Public Liability Insurance being forwarded to the Council prior to the event.

18. **Rough Sleeping and Gypsy & Travellers within Craven**

The Government requires all Councils to undertake an evaluation of rough sleeping and number of caravans within their areas. The result of the evaluation will help to inform Craven District Council's Homeless Strategy, and assess whether to undertake a formal count.

Craven District Council seek the assistance of Parish Councils to complete a simple return twice yearly identifying the location and extent of rough sleeping in the district and also the location and number of Gypsy and Traveller Caravans within our district. Any information given will improve local intelligence and help evaluate the needs of our communities.

It was **resolved** that the Parish Council are unaware of anyone rough sleeping in the village.

**21/02/2010** **Members Community Reports**

None

**22/02/2010** **Finance**

1. **To agree payments in accordance with the budget listed in the report – see attached schedule**

It was **resolved** to agree to the payments listed in the report.

**23/02/2010** **Date and Time of Next Meeting**

The next ordinary meeting of the Council will be held on Monday 1<sup>st</sup> March 2010.

The meeting closed at 8.00pm.