



# 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 2<sup>nd</sup> February 2009

### **Present**

Cllr. Whitaker (Chairman), Cllr. Morrell, Cllr. Hart, Cllr. Joy, Cllr. Wilkinson, Cllr Mrs Marchant, Cllr. Bretan, Cllr. Herpe and Cllr. Hawkins.

Mrs D Emmott, Clerk to the Council

Cllr. P. Barrett and four members of the public also attended the meeting.  
The Chairman welcomed everyone present.

### **Public Enquiries**

Mr Butterfield attended the meeting representing residents of Holme Lane, Manse Way and Holme Close to voice disapproval at the new proposals put forward for Traffic Calming (Road Narrowings) and Extension of 20 mph zone.

Points raised :

The scheme is worse than the first one.

Buildouts are not practicable, causing vehicles to change direction for no reason.

The build up of traffic will make it virtually impossible for residents to reverse in or out of the drive; this has been proven with road works outside Manse Way creating the same effect as the proposed buildouts would have.

Cllr. Barrett reiterated that a criterion for the 20mph scheme is in place where physical measures are required to be self enforcing. It is unlikely that the Police will support it otherwise.

A member of the public also questioned the safety for wheelchair and mobility scooter users should the proposal go ahead.

**013/02/2009**

### **Apologies**

Cllr. Mrs B. Smith

**014/02/2009**

### **Declarations of Interest**

Cllr. Hart abstained during planning observations.

Cllr. Wilkinson declared a personal interest in planning 66/2008/9304

**015/02/2009**

### **Planning Observations**

66/2008/9304 – Replace Flat Roof With Pitched Roof, 12 Hall Drive

No Objections

**016/02/2009**

### **Minutes of the Previous Meeting**

The minutes of the meeting held on the 5<sup>th</sup> January 2009 were agreed as a true record and signed by the Chairman. Proposed Cllr. Wilkinson, seconded Cllr. Bretan.

**017/02/2009**

### **Matters Arising from Previous Minutes**

None

**018/02/2009**

### **North Yorkshire County Council Report**

Cllr. Barrett reported that the proposed Tax for this year will increase by 3.94 %, £39.00 extra based on Band E.

**019/02/2009**

### **Craven District Council Report**

Cllr. Hart reported Craven District Council is planning major cutbacks to cover a 2.5 million shortfall. It is considering closing public toilets, scrapping CCTV, cutting recycling, increasing parking charges and scrapping the provision of dog waste bags.

Public Toilets in Cross Hills could close and Car Parks in Cross Hills are being targeted for charges.

After further discussion it was resolved that the Council write to Craven District emphasising that both the Public Toilets and Car Parks provide a valuable service and should these proposals go ahead it would be detrimental to the community. Cross Hills is constantly being promoted as a Service Centre therefore it needs these services.

The Chairman questioned Cllr. Hart on the situation of the development of Greenroyd Mill, suggestions have been made that Housing Associations are carrying out investigations into the possibility of purchasing sections of the Mill.

Cllr. Hart stated that a number of Housing Associations are carrying out investigations and any proposed changes in the development would come to the Council for comment.

The Chairman stated he is not in favour of Housing Association's acquiring further housing on the site and finds it unjust to the people who have already purchased homes on the development.

**020/02/2009** **Clerks Report and Correspondence**

- 1 Letter to Jonathan Kerr, Strategic Director (Community Services) with regard to the proposed charges for removal of Bulky Waste Items and a garage for storing sandbags as part of the sale agreement of Burnroyd Avenue, Glusburn by public auction.
- 2 Letter to the Secretary of State for Health with regard to the Accident and Emergency departments at Airedale Hospital being stretched to and, at times, beyond limits with the closure of Burnley A & E department.

3 **Craven District Council Plan 2009/2012**

A meeting held on the 19<sup>th</sup> January for members of the Council to consider the proposals set out in the draft Council Plan 2009/2012. Views were noted and returned to Claire Mazurke, Craven District Council (Performance).

4 **Environment Agency**

A meeting took place on the 5<sup>th</sup> January 2009 between representatives of the Environment Agency, Chas Ward, Drystan Salter and members of the Council, The Chairman, Cllr. Morrell and the Clerk.

A lengthy discussion took place on looking at ways in which to implement preventative measures so the flooding of 2004 does not reoccur.

Areas of concern include the field west of Holme Lane and north of Holme Beck, locally known as the Alvic field. This is now classed as a Flood Zone 3 area; the potential for development is limited.

Measures being looked into to prevent flooding include:-

Removing debris and trees from the river channels.

Controlling the flow of water at certain points in the waterway.

The reinstating of the floodwalls along the banking of the Hawthorns along the Public Right of Way.

Raising funds from organisations including the RSPB, National English Heritage, the Forestry Commission, local businesses etc to help achieve preventative measures.

Cllr. Morrell commented that after four years of study by the Environment Agency positive findings have resulted from the Survey.

It was resolved that Cllr. Morrell write to local businesses and organisations to try and generate funding to help the Council and with the villages support seek to apply for some of the above measures to be taken.

5 **Traffic Calming (Road Narrowing's) and Extension of 20mph zone for Holme Lane**

Details of proposals include kerb-line buildouts, carriageway to be narrowed to 3.25m wide. To include illuminated and non- illuminated bollards. Give and take system without give way road markings or traffic signs. Bus stop to be relocated. Existing 20mph Zone Gateway signs to be taken down and relocated onto Holme lane. New footpaths provided by developer.

It was resolved that the Council write to Highways and Transportation stating that the Council support Existing 20mph Zone Gateway signs on Bridge Road being relocated to the existing pinch point on Holme Lane.

However it is not in favour of the proposed kerb-line buildouts. Vehicles will be changing direction; traffic would build up causing immediate problems to the residents who live on Holme Lane. No priority is given at any of the buildouts.

Work recently took place for services for the new development on the Woodturners site. The pavement where the first buildout is proposed had to be excavated with traffic then being restricted to single lane causing a build up of traffic and, at peak times in both directions. This caused major problems making it impossible to turn right (from Cross Hills) on to Manse Way as traffic travelling towards Cross Hills was blocking the entrance. Traffic from Sutton could not then proceed owing to the traffic from Cross Hills; this in turn meant vehicles wanting to turn left onto Manse Way could not do so as the entrance was blocked with standing traffic.

We have listened to residents views on this matter and agree that these proposals are not right for Holme Lane.

The physical measures are actually already in place i.e. pinch points and road humps. Road markings and signage is what Sutton wants. A 20 mph speed activated illuminated sign reminding motorists of their speed. This is proven to work in other similar areas.

6 **Standing Orders and Financial Regulations**

The Council's Standing Orders and Financial Regulations were circulated to all members for review.

It was resolved that the Standing Orders and Financial Regulations be accepted.

7 **Ownership of Land**

***Acquisition By Agreement or Gift***

***Acquisition Of Land Compulsorily On Behalf of Local Councils***

***Transfer of Ownership***

***Appropriation of Land By Local Councils***

Information on the above titles was circulated (19<sup>th</sup> January 2009) to Councillors with regard to an Open Space (any land laid out as a public garden, or used for the purposes of public recreation, or land which is a disused burial ground).

It was resolved to contact Craven District Council for further information.

8 **Sutton Cricket Club**

A request for a donation for Sutton-in-Craven Cricket Club.

The funding is to allow three students to attend a coaching course over three days at five hours a day. The total cost is £320.00 the Cricket Club are contributing half of the amount £160.00.

It was resolved to grant a donation of £80.00.

9 **The York & North Yorkshire Waste Partnership**

The York & North Yorkshire Waste Partnership is delivering a series of training sessions to build capacity within the region's communities to reduce the amount of food waste sent to landfill and to promote the national Love Food Hate Waste campaign.

The training sessions are part of a community capacity building programme run by the environmental charity Waste Watch on behalf of York and North Yorkshire Waste Partnership. The Partnership comprises of North Yorkshire County Council, Craven District Council, Hambleton District Council, Harrogate Borough Council, Richmondshire District Council, Ryedale District Council, Scarborough Borough Council, Selby District Council and the City of York Council. By working together, they have developed a joint waste management strategy for the next 20 years which work with the community and stakeholders of York and North Yorkshire to meet their waste needs and deliver a high quality, sustainable, customer-focused and cost-effective waste management service.

Through this training the aim is to provide people not only with knowledge, but also with tools that will help community groups spread the food waste reduction message.

There will be one training session per district and they will be held in community centres and village halls with exact places to be confirmed. The sessions will run from 6:30 pm to 8:30 pm. The date for the Craven Area is the 3<sup>rd</sup> February 2009.

Circulated to members on the 19<sup>th</sup> and 26th January 2009.

10 **Craven District Council Planning Decisions**

Construction of Two Storey Dwelling, Land Next To, 40 Crofters Mill – **Permission Refused**

Construction of Dwelling and Dutch Barn And Access To Improvements. Resubmission of 66/2007/7465, Brow Bottom, Ellers Road – **Permission Refused**

The application site is in a prominent valley side position in a landscape identified in the Craven District Outside the Yorkshire Dales National Park and Forest Of Bowland ANOB Landscape Appraisal as being a landscape worthy of conservation. A highway runs in close proximity and the site is only partially screened from public view by deciduous trees. As there is no justification for the development, it constitutes sporadic development in the countryside, which will adversely affect the open character and appearance of the landscape. The development proposal is therefore contrary to saved policies ENV1 & ENV2 of Saved Craven District (Outside the Yorkshire Dales National

Park) Local Plan and the policy guidance contained in PPS7.

Single Storey Extension To Provide Enlarged Dining Facilities, With Roof Terrace Above,  
Dog & Gun, Malsis – **Permission Granted**

11 **North Yorkshire Minerals and Waste Development Framework – Update**

In January 2008 the Council submitted its draft Minerals and Waste Core Strategies (MCS and WCS) for Examination in Public by an independent Planning Inspector appointed by the Secretary of State.

A Pre-Examination Meeting with the Inspector on the draft Waste Core Strategy took Place on the 17<sup>th</sup> June 2008 and examination hearings commenced on September 2008. The minutes of the Pre-Examination Meeting can be found on the MWDF pages on the Council's website [www.northyorks.gov.uk](http://www.northyorks.gov.uk).

During the early stages of the examination hearing into the draft Waste Core Strategy, the Inspector expressed a number of concerns about the potential soundness of the Strategy, leading to a subsequent adjournment of the hearings. A list of the Inspector's concerns can be found on the Council's website. As a result of this, and following indications that the Inspector held concerns about the draft Mineral Core Strategy as well, the Council has subsequently decided to ask Government Office to agree that both draft Strategies can be withdrawn from the examination process. Work on the Council's draft Minerals and Waste Site Allocations documents, which also form part of the MWDF process and which have not yet been submitted for examination, is being reviewed to establish how it can be taken forward.

Subject to agreement by the Government Office that the strategies can be withdrawn, the Council will be undertaking further work to produce revised draft strategies and is currently working on a timetable for this.

12 **Craven District Development Update -**

**Woodturners**

15 properties in total – 10x3 bedroom houses for rent. 5 properties will be available to purchase. 3 on a shared ownership basis, 2x2 bedroom houses and 1x3 bedroom house. 2x3 bedroom houses through the discount sale model all will be available once they have been transferred to Jephson Housing.

**Greenroyd Mill**

4 flats – 2x1 bedroom and 2x2 bedroom have been transferred to Jephson Housing.

**Economic Climate**

Craven has seen a number of sites mothballed by developers not wishing to progress in the current financial market. Some have either gained planning permission but have not started on site, and others which have already started on site have stopped work until there is an upturn in the market. This is having an effect on the affordable housing units we are providing, as most are delivered on planning policy sites of over 15 dwellings on which we gain 40% of the total units being built.

Due to the reduction in the number of units being provided by the planning policy sites we have asked our partner housing associations to look into purchasing properties from the open market, this has now become more affordable with extra grant from the Housing Corporation and the price of houses dropping in the area. This is achievable in the southern area of Craven, but as yet can not be achieved in the National Park, as houses prices here have not dropped as significantly.

**Re Greenroyd Drive garage site**

The disposal of the above site has now been brought forwards to an auction on February 19<sup>th</sup> 2009. The site will be sold as a whole, and there is currently only one tenant in place. They have been offered the option to move to the Harper Grove garages.

2 x Trees – remove selected lower limbs near to the house – Adjacent to Block 3,  
**Greenroyd Mills Site.**

- 13 **Funding Opportunities for Local Groups**  
 Craven District Council awards Community Grants of up to £1,000 to various community groups for a range of purposes. Over £15,600 has been awarded to 26 groups with over £10,000 still available.  
 The grants are for a range of community projects across the Craven area, including Arts, Heritage and Sports development, 'Small' projects seeking assistance can apply for up to 100% of costs (£500). Larger sized projects can apply for grants between £500 and £1000 but will have to contribute at least 50% of the total project from other sources. Types of project recently supported include a community newsletter and websites, village hall improvements, play equipment, community events, and heritage, arts and sports projects.  
 Local projects requiring information contact Rachel Wallbank, Stronger Communities Assistant, Tel: 01756 706439, Email: rwallbank@cravencd.gov.uk. The next final panel deadline for 2008/09 is 15<sup>th</sup> March 2009.
- 14 **Rural Services Network – Letter circulated**  
 The Rural Services Network is a not for profit membership organisation. It is a grouping of rural service organisations, established to both argue the case on behalf of rural services and the financial provision to them, and also to network and seek to establish and promote best practice.  
  
 The aim is for the Rural Services Network is to be able to give rural service problems and issues profile and to be able to be successful in the presentation to Government and its Agencies about the universal case and the facts about local concerns, sentiments and initiatives.  
 Visit [www.ruralservicescommunity.net/images/files/community060109pdf](http://www.ruralservicescommunity.net/images/files/community060109pdf).
- 15 **South Craven Drop in Events**  
 The Chairman and clerk attended a meeting on the 22<sup>nd</sup> January 2009 with Mr Nicholson, (Glusburn Parish Council), District Councillors and Craven District Planning Policy Officers to discuss South Craven Drop In Events to be held in Sutton, Cross Hills and Glusburn.  
 The aim is to provide information to members of the public in South Craven communities in relation to the Local Development Framework (LDF) process. The Parish Councils role will be facilitators of the event in terms of organisation, publicity etc.  
 The event in Sutton will be held in the Jubilee Pavilion in the park on Wednesday 18<sup>th</sup> March from 2pm – 8pm.  
 The sessions are to be run in an informal way where members of the public can drop in throughout the session and ask questions/discuss any aspect relating to the LDF with Planning Policy Officers.
- 16 **Building for Parish Council Use**  
 The Parish Council can erect a building for its use not exceeding 200 cubic metres (height restriction of 4m), without planning permission. It still would be advisable to forward a plan and details to Craven District.
- 17 **Annual Parish Meeting and Annual Meeting**  
 Dates for consideration:-  
 The Annual Parish Meeting Monday 6<sup>th</sup> April  
 The Annual Meeting Monday 11<sup>th</sup> May
- 18 **South Craven Community Action Fun 4 Kids**  
 A registered charity organisation, based in South Craven School. The club is a beneficial service to the community, which helps with childcare provision for children aged 3 to 13 years in a caring, healthy, safe and stimulating environment.  
 Each year, on the first Wednesday of August, an annual event is organised nationally, called the National Playday. It is an event to celebrate play for children, young people and the communities. Unfortunately, due to lack of funding last year, the event couldn't run.  
 This year, they would like to organise an event on Wednesday 5<sup>th</sup> August. It will be held at South Craven School. The group would like to ask for your kind generosity to help support the event by asking for a donation.  
 For information only to be placed on next months Agenda.

19 **Craven Area Committee**

A meeting will be held on Thursday 5 February 2009 at Rendezvous Hotel, Keighley Road, Skipton at 10.00am.

The next meeting of the Committee is to be held on Thursday, 19 March 2009 at 10.00 a.m. at Tosside Village Hall, Tosside.

**021/02/2009 Park / Pavilion**

**Park Risk Assessment**

The yearly Assessment/Maintenance check was carried out in the Park the following was noted:-

	<b>Significant findings</b>	<b>Action required</b>
Goal Posts	Rust	Remove, prime and paint
Roundabout	Worn wooden platforms	Remove and restore
Tyre Trail	Tyres worn close to metal	Replace
Railings (Bull gate)	Loose, rusted and broken	Replace, treat and secure
Old Bowling Pavilion	Broken Window	Replace
Shelter (Bottom)	Broken Roof Tiles	Replace
Notice Board	Weathered	Re-stain

The Park Keeper is aware of the above findings.

It was resolved that the above maintenance work be carried out.

**022/02/2009 Councillor and Resident Items**

Miss Doris Riley passed away on Tuesday 13<sup>th</sup> January. Following her wishes the Parish Council received a donation of £100 for roses in the Park. Condolences were passed on to her family. A plaque is being arranged and is to be placed on one of the rose bed.

**023/02/2009 Finance**

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

It was resolved to agree to the payment listed in the report.

**024/02/2009 Date and Time of Next Meeting**

The next ordinary meeting of the Council will be held on Monday 2<sup>nd</sup> March 2009.

The meeting closed at 7.55pm.

**It was agreed that the following cheques being signed and orders made:**

**Sutton Parish Council Finance**

Ripon Farm Services	29.83	Trailer Board and Bungee Straps
Merritt & Fryers	36.34	Rocksalt
Npower	983.96	Public Lighting
Senior Citizens Centre	18.00	Room Rent
Yorkshire Water	393.08	Park Water
N. Whitaker	100.00	Pavilion Plumbing
Mrs Hough	250.00	Casual Labour
Aire Valley Glass Ltd	600.00	New Back Door, Lodge
Staff Members	2234.28	plaques
British Telecommunications	140.17	Line Rental, Calls, Internet (3 months)
North Yorkshire Pension Fund	525.27	Pension Contributions
HM Revenue & Customs	466.22	Nat Ins & Tax