



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 2nd March 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 five members of the public also attended the meeting.
The Chairman welcomed everyone present.

Public Enquiries

Mr J. Butterfield attended the meeting representing residents of Holme Lane, Manse Way, Holme Close and The Hawthorns. Mr Butterfield circulated a letter to Council members and put forward views against the proposals for buildouts on Holme Lane. He also requested information regarding notification of residents stating that only a small number immediate to Holme Lane have been notified by North Yorkshire County Council Highways.

025/03/2009 Apologies

Cllr. Smith

026/03/2009 Declarations of Interest

Cllr. Hart abstained during planning observations.

Cllr. Joy declared a personal interest in 32/03/2009 (2)

027/03/2009 Planning Observations

66/2008/8937 - Two Storey Side Extension, And Single Storey Rear Extension, 1 Boundary Avenue.

No objections

2no. X Yew Trees –Crown Thin By 30% And Crown Reduce By 3mtrs, Prospect House, North Road.

No Objections

028/03/2009 Minutes of the Previous Meeting

The minutes of the meeting held on the 2nd February 2009 were agreed as a true record and signed by the Chairman. Proposed Cllr Wilkinson seconded Cllr. Marchant.

029/03/2009 Matters Arising from Previous Minutes

None

030/03/2009 North Yorkshire County Council Report

Cllr. P. Barrett, reported that alterations are being looked into for the proposal for the Holme Lane Sutton – proposed 20 mph zone and traffic calming (Road Narrowings) scheme.

The Pay and Display car parking charges proposal for Cross Hills will need the approval of North Yorkshire County Council.

031/03/2009 Craven District Council Report

Cllr. Hart reported the Craven District Council Tax will be 4.5% and there will be a cut in services.

032/03/2009 Clerks Report and Correspondence

Sent/To

a Flooding

Letter to the Rt Hon David Curry MP informing him of the outcome of the meeting held with the Environment Agency and requesting him to express his support for our endeavour to find organisations who may work in partnership with us on this scheme, and also support for our bid to have such a scheme included in the Environment Agencies May 2009 Review.

b Letter to the Ecology Department pointing out that in the past there have been numerous sightings of bullhead fish and brown trout in Holme Beck, and enquiring if these have any special implications for the beck.

- c Letters to the RSPB, Forestry Commission, National Farmers Union and English Heritage asking if they would be willing to work in partnership with the Parish Council and the Environment Agency, by considering and contributing a financial sum towards the costs of flood prevention in Sutton-in-Craven.
- d Letter to Stuart Jenkinson, Environment Agency informing him of our fundraising for flood prevention and request his help with a bid put to the RSPB and noting that Sutton-in-Craven is an area of Upper Pennine Wetland.
- e **Holme Lane**
Letter to Ken Martin, Improvement Manager, Highways and Transportation informing of the Council's decision to support the existing 20 mph 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 and suggests that a 20mph activated sign and road markings is what is needed.
- f **Cross Hills/Glusburn Public Convenience – Extending Pay and Display**
Letter to Jonathan Kerr, Strategic Director (Community Services), objecting to proposals for the closure of the Public toilets and charges for the Hall Street and Milligan's Field car parks without a study being undertaken on their usage. If the charges are then inevitable, concessions such as parking permits and free short stay parking for shoppers should be considered so local business do not result in a loss of trade.
- g **Sutton Cricket Club**
Letter to the Chairman informing him of the Council's decision to grant a donation of £80.00 towards coaching costs.

Received/From

- 1 **Annual Parish Meeting and the Annual Meeting (AGM)**
Annual Parish Meeting 6th April
Annual Meeting (AGM) 11th May
It was **resolved** the dates be accepted.
- 2 **Senior Citizens Centre**
A request for a donation towards a new carpet for the Senior Citizens Centre. Total cost £1358.00.
It was **resolved** that the Council will support the scheme if further quotes are obtained. The Council feel this quote is far too high for what is required.
- 3 **Fun 4 Kids**
A registered charity organisation, based in South Craven School requesting funds towards helping support an event called National Playday. It is an event to celebrate play for children, young people and the communities. It will be held at South Craven School on the 5th August.
It was **resolved** that this request be refused. The Council has limited funds for grants. The Parish Council Policy is to prioritise village based projects.
- 4 **Sutton Juniors Football Club**
A request for a donation/grant towards 2 sets of new football nets and footballs for use in the Park for the matches on Sunday's. The cost is in the region of £702.00. A donation of £402.00 has been granted from North Yorkshire County Council. The Club are asking Sutton Parish Council if they would consider making a donation of £300 or an amount towards this.
It was **resolved** that £50 be donated and a letter of support. The Club are allowed use of the park on a regular basis and the Park Keeper regularly marks out the pitch.
- 5 **Fun Raising Day in the Park**
Sutton Park Bowling Club would like permission to hold a fundraising day in the park on either Spring Bank Holiday Monday or August Bank Holiday Monday from 10am to 8pm. It was **resolved** this be granted. The organisers will need to carry out a risk assessment and produce a copy of their Public Liability Insurance. A risk assessment is available on the Parish Council website, this can be tailored accordingly.

- 6 **Sutton Village Committee**
Sutton Village Committee would like to request the use of the park and all its facilities including use of the Pavilion for the Village Fun Day planned for Sunday 21st June 2009. Also permission to decorate the lampposts with bunting and confirmation that the new electric sockets will be wired in and available for use. The fair is expected to start arriving a few days prior to Fun Day.
It was **resolved** that a quote is obtained for the fitting of the electric sockets and the request be itemised on next months Agenda.
- 7 **Cross Hills/Glusburn Public Convenience – Extending Pay and Display**
Reply from our letter dated 03/02/2009:- Craven District Council is reviewing discretionary services of which the public convenience provision is one. We have consulted the Parish Councils directly involved to see whether they would consider taking over the toilet operation in their area. Cross Hills and Glusburn Parish Council have asked for further financial information and are due to respond soon.
Members have already agreed in principle to extend Pay and Display car parking to Cross Hills and other towns and villages across the district. We believe this will improve the traffic management within Cross Hills and benefit local retail trade rather than have a negative effect as well as providing an additional income stream to the council. The outcome would likely be more available short stay parking for shopping. We are however going to undertake some local survey work and consultation in preparation for a final recommendation to Policy Committee over the coming months. We anticipate that parking orders will reflect local conditions rather than a uniform implementation across the district.
- 8 **Letter from Cross Hills Group Practice to Craven District Council – copied to Sutton and Glusburn Parish Council.**
Implementation of charges to car parks in Cross Hills.
The practice feel this would have detrimental affect on the surgery car park, they state they are aware that the public use it for other uses than visiting the Practice e.g. hairdressing appointments etc and implementing charges to the Co-op car park and Hall Street car park will aggravate this problem thus making the lack of spaces even greater for patients to park.
- 9 **North Yorkshire County Council 's Social Inclusion Strategy 2008-10**
Social inclusion is about reducing inequalities between disadvantaged groups and communities and the rest of society by closing the opportunity gap and ensuring that support reaches those who need it most. It is also about people feeling that they have a stake in society.
View at :- <http://www.northyorks.gov.uk/index.aspx?articleid=2890>
- 10 **Planning Decisions – Craven District Council**
Demolition of Single Storey Garage & Erection of 2 Storey Extension Including Integral Garage Plus Single Storey Extension To Rear, 34 The Hawthorns – Refused

Conservatory And Garden Shed To Rear of Property, 18 Greenroyd Court – Granted

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

66/2008/9310 - Construction of Cattle Housing Unit , Lower lane Ends Farm, Cowling – Granted.

2X Trees-Remove Selected Lower Limbs Near To The House, Adjacent To Block 3, Greenroyd Mills Site - Granted
- 11 **Local Development Framework Information Event**
Wednesday 18th March, Sutton Park Pavilion.
The event is intended to be informal and Officers from Craven District Council will be on hand to answer questions.
- 12 **Wet Ings Lane, Gatering Lane**
The Highway Authority is now carrying out maintenance work to Wet Ings/Gatering Lane.

- 13 **Wheels 2 Work**
 Managed locally, and overseen by the Northallerton & District VSA, the moped loan scheme is aimed at people over 16 whom, due to lack of suitable transport, have difficulty getting to either work or work related training. Candidates will undertake their CBT training course and will be asked to contribute £15.00 (£10 for students). Insurance, tax and protective clothing are supplied, and the loan term is usually a discretionary 6 months. For further information contact: David Allison – Co-ordinator 0751 5693296 or 0845 034 9572, e-mail: wheels2work@btinternet.com
- 14 **Village Clean Up**
 Letter from a resident regarding the lack of support from both residents and members of the Council for the Village Clean up.
 It was **resolved** that the Clerk send a letter informing that the Park Keeper initiated the Village Clean up and the Council covered the insurance, risk assessment, advertising and any equipment needed. Members of the Council had other commitments that day but do give many hours of their time serving the Community without remuneration. The comments have been taken on board and hopefully more residents will volunteer to give some of their time to help the community.
 The Council would like to thank you for your time taking part in the litter pick.
- 15 **Letter from a resident regarding litter and pavement access**
 Letter from a resident who is wheelchair bound. On being taken for a walk was appalled at the amount of litter and the lack of litter bins. Also lack of access for wheelchair users to get on to the pavements especially near the chemist.
 It was **resolved** that the Clerk send a letter informing that the Council are aware of the problem of litter and a Village Clean Up took place on the 21st February. The Council have written to Craven District regarding the problem of litter and bins. The lack of wheelchair access to the pavements and shops will be reported to North Yorkshire Highways.
- 16 **Community Update from CE Electric UK**
 Following the alarming rise in attempted break-ins to steal copper from substations, sometimes with tragic results. CE Electric UK is investing £2million in stepping up security. “Each time one of our substations is broken into, up to 30,000 properties can be left without electricity. This isn’t just an inconvenience for those left in the dark, but for some people – like those who rely on dialysis machines – a loss of power can result in serious health problems or even death in extreme circumstances.”
- 17 **Letter from David Curry MP – Flood Prevention**
 “Thank you for your letter of 10 February informing me that you intend to press for a flood prevention scheme for Sutton-in-Craven to be included in the forthcoming Environment Agency review of programmes.
 I am very happy to give my full support to this request and will be very willing to help approach organisations which may endorse the proposal. In the natural course of business I do, of course, have a lot of dealings with the Environment Agency and have always found those dealings to be courteous and efficient and I will certainly take the opportunity of forthcoming meetings to express your desire to have a scheme included in the programme.”
 It was **resolved** that a letter be sent thanking Mr Curry for his support.
- 18 **Flooding – Scrutiny Task Group**
 The County and district councils in North Yorkshire have set up a joint scrutiny task group to look at how prepared we are as a county for flooding incidents.
 Flooding is now a major concern to many people in North Yorkshire. Responding effectively to flood incidents and understanding the needs of communities that have been flooded or at risk is high priority for both county and district councils.
 The group would like to build up a picture of community-based flood planning, and is asking for your help in providing information about community flood or emergency plans, local flood groups that would be involved.
 It was **resolved** the pre-filled in questionnaire by the Clerk be accepted and returned.
- 19 **Local Transport Plan**
 The latest Local Transport Plan document has recently been published on the North Yorkshire website: <http://www.northyorks.gov.uk/CHttpHandler.ashx?id=3995&p=0>
 The Government Office for Yorkshire and the Humber (GOYH) response can be found

at: <http://www.northyorks.gov.uk/CHttpHandler.ashx?id=4078&p=0>. The Plan received a very favourable response for officers GOYH.

20 **Letter from Ken Martin – Holme Lane Sutton – proposed 20mph zone and traffic calming (Road Narrowings).**

Mr Martin confirms our views will be taken into consideration. The proposals are to be considered at North Yorkshire County Council's Area Committee on 30 July 2009 or 10 October 2009. A summary of objections/comments from residents and officer is enclosed. (circulated)

- Illuminated signs would not comply with NYCC policy, nor could they achieve the permanent reduction in speed.
- Money for Capital Schemes can not be spent on maintenance, but pot holes will be addressed.

ACCIDENT DATA 2003-2008

- 2 accidents between vehicles at Bridge Road/Holme Lane junction:
- 1 pedestrian accident (serious injuries) approx 100m north of Bridge Road junction – 15 year old “steps into road without looking”
- 1 accident (reversing vehicle) at Holme Close/ Holme Lane junction.
- 1 pedestrian accident (slight) on east side of Holme Lane opposite Manse Way, where 11 year old “slips on kerb edge, falling sideways into nearside wing mirror of passing vehicle”.
- 1 pedestrian accident (serious) between pedestrian “impaired by alcohol” and reversing car 115m south of Hazel Grove Road.
- 1 Pedestrian accident (serious) near the school where 13 year old ran across road (“probably failed to look properly”).
- 1 pedestrian accident (slight) at Victoria Road where 16 year old pedestrian stood in carriageway whilst crossing and vehicle made contact with rear of pedestrian's leg.

It was **resolved** that the Chairman will attend the Area Committee Meeting.

21 **Events – Sutton Park**

Requests from the Crosshills and District Fellowship of Churches for use of the park:

- Palm Sunday 5th April (use of a donkey)
- Praise in the Park Service Sunday 12th July at 3pm. (Silsden Brass Band)
- Nativity Presentation December 13th at 4pm (use of park shelter and PA system)

It was **resolved** that the requests be granted.

22 **Town and Parish Standard Newsletter (circulated)**

Issues covered:

- Notification to parish councils concerning complaints
- Getting Governance right
- Code of Conduct consultation
- Statistics from monitoring returns

23 **Village of the Year Competition**

Letter from the Chairman – Village Awards Committee, Rural Action Yorkshire

All villages in the Craven District are eligible to enter. For the 50th Anniversary there will be increased prize money plus various trophies, category prizes and certificates. The overall winner will have the opportunity to go forward to represent Yorkshire in the Northern Region Competition.

Application forms available from www.ruralyorkshire.org.uk

033/03/2009 **Park / Pavilion**

- a) To consider quotes for work to reduce one large garden to two smaller ones incorporating a path £1,300.00 and £810.00 plus VAT.
It was **resolved** to look at further options.
- b) To consider quotes for repairs to safety surfacing in the park, £1,755.00 and £1892.00.
It was **resolved** to accept the quote from RTC Safety Surfacing Limited at £1892.00

034/03/2009 Councillor and Resident Items

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None

035/03/2009 Finance

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

It was **resolved** to agree to the payments listed in the report below:

2. **Staff Contracts**

It was **resolved** that the new staff contracts drafted by the clerk be accepted.

3. **Staff duties and hours**

It was **resolved** that the terms for staff duties and hours for 2009/10 be accepted.

4. **Websites – Maintenance, Hosting and Updating**

It was **resolved** that a hosting fee of £20.00 per month be accepted for both the Parish Council Website and the Jubilee Pavilion Website and £20 per month for maintenance and updating both.

5. **Pavilion Invoices**

It was **resolved** that due to the amount of Invoices the Jubilee Tea Room acquires on a monthly basis, that it is acceptable for just the income, expenditure and balance amounts to appear on the monthly listed budget report.

6. **Events – Risk Assessment**

It was **resolved** that the Events Risk Assessment drawn up by the clerk to aid organisations, groups who hold events in the park be accepted.

036/03/2009 Date and Time of Next Meeting

The next ordinary meeting of the Council will be held on Monday 6th April 2009.
The meeting closed at 8.15pm.

Finance Schedule

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

Sutton Parish Council Finance

Sutton Cricket Club	80.00	Donation for training
Jacs	64.44	Ear protectors, Rough guild
Senior Citizens Centre	9.00	Room Rent
Total Tree Services	2185.00	Works to clough and park
LBS Horticulture Ltd	78.53	Lawn sand, compost
Staff Members (4)	2234.28	Salary / Wages
HM Revenue & Customs	466.22	Tax & Nat Ins
NYCC Pension Fund	525.27	Pension contributions
Airedale Engraving	34.00	plaques