



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 6th July 2009

Present

Cllr. Whitaker (Chairman), Cllr. Morrell, Cllr. Hart, Cllr. Joy, Cllr. Wilkinson, Cllr. Bretan, Cllr. Hawkins, and Cllr Smith
Mrs D Emmott, Clerk to the Council
Cllr. Barrett, North Yorkshire County Council representative

The Chairman welcomed everyone present. Six members of the public attended

86/07/2009

Apologies for absence

Cllr. Herpe and Cllr. Marchant

The Chairman informed the meeting that he would be leaving the meeting early due to a prior commitment.

087/07/2009

Public Participation

Representatives of Sutton Junior Football Club informed the Council "the club has increased in membership considerably with a vast age range taking part. In order to alleviate overuse of the park and parking problems, the club have looked into and acquired the use of fields at Glusburn and South Craven for some of their training and matches." The club wish to propose that "the two pitches normally marked out by the Park keeper on the main field is turned into one three quarter size pitch, running the opposite way for members aged 10-11 and a small pitch be marked out on the grass by the All Weather Pitch for 6 year olds. Special lockable/removable goal posts will be used, all equipment meets required standards."

This will be itemised on the next Agenda.

Mr Young (Village Committee) thanked the Council for the use of the Park and Pavilion for Funday and informed that a site up Crag Lane has been found on which to hold the Bonfire and Fireworks display; this will take place on the 1st November 2009.

088/07/2009

Declarations of Interest Member

Cllr. Hart abstained from planning observations.

Cllr. Smith and Cllr. Joy declared an interest in item 092/07/2009 (8)

089/07/2009

Minutes of the Previous Meeting

The minutes of the meeting held on the 1st June 2009 were agreed as a true record and signed by the Chairman proposed Cllr. Wilkinson seconded Cllr. Hawkins.

090/07/2009

North Yorkshire County Council Report

Re-surfacing of Wettings Lane is taking place. This will now all be tarmac.

091/07/2009

Craven District Council Report

Cllr. Hart reported sandbags will now be stored at garage on Burnroyd Drive, should they be required key holders have been appointed locally to enable faster access.

Plans to introduce pay-and-display Car Parking Charges for Cross Hills were rejected.

Craven District Council are considering very seriously fortnightly collections for waste. The Parish Council have forwarded their views opposing fortnightly collection of residual waste.

Cllr. Hart to look into charges for collecting bags of garden waste and the provision of garden bins for a resident on Victoria Road.

092/07/2009

Clerks Report and Correspondence

Sent/To

a Community Speed Watch Scheme – North Yorkshire Police

Letter to Sergeant Scott agreeing in principle to a donation towards a speed detection device.

b Waste Collection Arrangements

E-mail to Mike Lodge, Overview and Scrutiny Committee, with the Councils views on waste collection arrangements in the district.

c Park Water

The Clerk contacted Yorkshire Water with regard to sewerage charges when using water for plants in the park. Proof of water usage is required which cannot be adequately obtained.

d Tractor - Service

The tractor has received its annual service.

Received/From

1. Financial Risk Assessment

A review of the Parish Council's Financial Risk Assessment was circulated to all members for approval. It was **resolved** that the Financial Risk Assessment be approved.

2. Dogs - Leads and Fouling in Sutton Park

A letter was sent to a gentleman explaining the rules of the park and the laws affecting dog owners and reasons why dogs are to be put on leads in the Park. This was delivered by PCSO Perkins.

3. Funday – 21st June 2009

A copy of the Village Committee's Risk Assessment was received on the 19th June 2009 and a copy of their Public liability cover on the 20th June 2009.

Following the event the Park was returned in a very tidy condition with all litter removed and the pavilion and toilets were left as they were found.

A statement was read out from Pavilion Staff in response to an article which appeared on the Village Website Forum.

Cllr. Smith proposed that locks be placed on a couple of the Pavilion cupboards for privacy and security.

Archery raised major concerns as the requirements of the Risk Assessment for the park were not fully met. Sutton Village Committee reported that "they too were unhappy with the execution of the event by the organiser and as such they will not be invited back next year."

The Chairman stated "All the above comments will be noted. More communication and consideration is needed for future events and proposed prior to next year's event it would be beneficial to have a working party meeting to confirm details and meet the needs and requirements of all."

A letter was received from the Village Committee thanking the Parish Council for the use of the Park and all its facilities. "The Village Committee appreciates the assistance of volunteers at our events and the use of assets such as the Pavilion help make their day easier and more enjoyable."

The Chairman on behalf of the Council thanked the Village Committee for returning the Park and Pavilion in very good order and for all the hard work the Committee and the volunteers do in organising and running this event.

4. Hazardous Tree – Lumb Clough

A fallen tree in Lumb Clough was reported on 11th June. Following an inspection the tree was deemed dangerous and a hazard to visitors of the Clough (pictures circulated). On consultation with the Chairman, Park Keeper and advice from a Tree Surgeon it was removed.

5. Upper Aire Flood Risk Management Strategy

Sutton in Craven Parish Council has been involved in relentless communication with the Environment Agency over flood prevention measures in Sutton in Craven. The Environment Agency have now produced their Upper Aire Flood Risk Management Strategy Summary Consultation Document which includes proposals to:

- Continue to maintain our existing flood defences that protect homes and businesses. Continue with our maintenance programme for river channels. Continue to issue flood warnings.
- Improve our flood warning coverage and your take-up of the service.
- Continue our policy of advising against inappropriate development in the floodplain. We also recommend that any new developments provide compensatory flood water storage, such as drainage systems, so as not to increase flood risk.
- Progress local flood risk management schemes where there is strong justification. In the **short term** (first five years) we recommend:
 - Flood defences for Leeds, Cottingley Branksome Drive
 - Flap valves, which stop water from backing up from the river into the drainage system, at Kildwick Ings
 - **Raised defences and flap valves downstream of Cross Hills**
 - **Investigating flood risk management measures on the following tributaries: Glusburn Beck, Wortley Beck and the Earby flood cell.**

In the medium term (next 15 years), we recommend:

- Flood defences and goit control at Kirkstall Mills
- Investigating flood risk management measures on the following tributaries: Waller Hill Beck, Ings Beck, Eller Beck, Cononley Beck, Silsden Beck, Providence Lane, the River Worth, Nab Wood Beck, Bradford Beck, Guiseley Beck, Bagley Beck, Farnley Wood Beck, Meanwood Beck and Wyke Beck.

“All comments on the draft strategy will be considered before publishing the final version of the strategy. When the final strategy is finalised we can seek permission for the work we want to do in the first five years.”

It was **resolved** to write informing the Environment Agency that we are pleased with the draft states which they intend to complete in the short term for our area and urge them to keep these in the final strategy plan.

6. **Affordable Housing**

Craven Housing, Jephson Housing and James Pye & Son were all contacted with regard to the sale of 5 affordable housing properties on the Woodturners Site at Holme Lane. These consisted of 3 shared ownership (50% share from £76,250 - £82,500 with rent per week from £7.19 - £7.91) and 2 discounted sale properties (£94,000 each with no rent to pay).

“With regard to the 106 Agreement: initial priority is being given to people who have a local connection with Sutton in Craven, have been nominated by Craven Housing and satisfy the local connection criteria. The first round, offered to people with a local connection with Sutton in Craven for a period of 28 days, ended on the 21st April.

Jephson Homes Housing Association then looked at people connected to the additional parishes of Bradley’s both, Cononley, Cowling, Farnhill, Glusburn, Kildwick and Lothersdale, who have been nominated by Craven Housing, again for 28 days, this ended on the 19th May.

With only one application meeting the necessary criteria the houses are now being advertised Craven District Wide by James Pye and Son.

7. **Craven District Council Review of Core Strategy Preferred Option Settlement Strategy and Housing Distribution**

Policy Committee Meeting – 10th June 2009

It was resolved that South Craven (Sutton, Glusburn and Cross Hills) will now take 17% (reduced from 26%), 43 dwellings per annum of the total 250 houses per annum. Skipton 40%, Settle/Giggleswick 15%, High Bentham 13%, Rural Settlements including Gargrave, Ingleton and other settlements within the Airedale Corridor 15%.

Car Parking Charges

Plans to introduce pay-and-display Car Parking Charges for Milligans Field and Hall Street car parks in Cross Hills were rejected. While the majority of votes cast went in favour of introducing charges at three car parks in Bentham, Embsay and Gargrave, South Craven Councillors fought hard to have Cross Hills car parks remain free.

8. **Senior Citizens Centre**

Following last month’s meeting the information provided on health and safety with regard to cushion floor vinyl was passed on by the Council to a member of the Senior Citizens Committee. It has been reported back that the information was taken in to consideration and acted upon.

Request for a donation towards new fencing

“The Senior Citizens Committee is currently looking to replace the fencing surrounding the centre. I have obtained two quotes one for the work £1,725 and £660 and I am writing to ask for any donation towards this work that you can possibly give.

As you are aware any support you can give would be most gratefully welcomed as this enables us to seek funding from other sources such as Craven District Council and North Yorkshire County Council.”

It was **resolved** that a donation of £50 be made.

9. **Park Notice Board**

Quotes received for the installation of the new notice boards in the park are £225 in wood and £300 in metal. It was **resolved** that the quote of £225 be accepted.

10. **Multi Use Games Area Fencing**

All the quotes have not yet been received. It was **resolved** that this be placed on a future agenda.

11. **Open Space Magazine, North Yorkshire Rural Newsletter - circulated**

- 12 **Unstable light**
Light No.3 Greenroyd Drive: unstable reported to North Yorkshire County Council. This has now been removed and a new column is on order. Light No 2. Back of Eastfield Place, ref 201180 has also been reported due to lighting failure.
- 13 **Adult Sports Ability Open Day**
People with disabilities can try out different activities such as Cycling, Pitch and Putt Golf, New Age Curling, Swimming, Walking, Karate, Health and Fitness Gym, Saturday July 18th, 10 am – 3 pm.
For further details contact: Julie May on 01609 536141 or Bruce Dinsmore on 01756 706391.
- 14 **Yorkshire Local Councils Associations Joint Annual Meeting 2009**
To be held at Poppleton community Centre, Upper Poppleton near York on Saturday, 18 July 2009 commencing 2.00 pm. Annual Report and Accounts 2008 -2009.
- 15 **Joint Regional Training Conference**
Friday 30 October to Sunday 1 November 2009, The Royal Hotel Scarborough. Full conference with various choice of accommodation. Day delegates for Saturday and Sunday, various costs apply.
- 16 **Society of Local Council Clerks**
A Course on the complexities of VAT is being held on Thursday 23 July at the Marriott Hollins Hall Hotel, Shipley.
It was **resolved** that the clerk may attend.
- 17 **Energy Saving Trust**
Free new service available to help you reduce the carbon footprint of your town/parish
“Government funded, our mission is to help reduce CO2 so that together we can help prevent climate change. In line with the Government’s Act on CO2 campaign and in addition to encouraging householders to be more energy efficient in the home, your local Energy Saving Trust advice centre now also offers advice on sustainable transport, reducing waste and saving water.
Anyone interested in impartial advice centre on any of these issues can call us on our free local advice line 0800 512012.”
- 18 **Bradford District Care Trust**
Bradford District Care Trust have been making a difference to the lives of people with mental health problems and learning disabilities across Bradford, Airedale, Craven and some other parts of North Yorkshire since April 2002.
The Trust are looking to recruit members from Craven as initial analysis shows that representation from Craven is low compared to other areas the services are provided to. The trust is looking for opportunities to work together on engaging local Craven residents.
It was **resolved** that Cllr. Bretan be recruited as a liaison for local residents. Proposed Cllr Hart, seconded Cllr. Hawkins.
- 19 **Craven District Council – Planning Decisions**
Extension To Log Store, The Beck Side
Granted
- 20 **Infrastructure Audit For The Area of Craven Outside The National Park - Circulated**
Craven District Council are in the process of coordinating a study on infrastructure provision in the area of Craven outside the National Park. Infrastructure assessed will include physical, social and green infrastructure as appropriate and the audit will include the following chapters:
- Education
 - Transport
 - Health
 - Emergency Services
 - Utilities – including power, water, sewerage and renewable energy facilities
 - Green Infrastructure including leisure and recreation facilities
 - Affordable Housing and Extra Care Housing
 - Waste and Recycling Facilities
 - Community Facilities – including for example village halls, village shops etc
- The infrastructure audit is planned to be completed by the end of 2009 and will be available for public viewing on the Council’s website.
It was **resolved** that members fill in the questionnaire and a final summary will be determined at the next meeting.

21 **Craven Voice Conference**

The Craven Stronger Communities Group invite you to join the Craven Voice Conference, your opportunity to find out what's going on, have your say and influence future direction for the Voluntary and Community Sector across the district. The event will take place at Skipton Town Hall, High Street, 30th July 2009, 10.00 am – 3.00 pm.

The Chairman Cllr Whitaker gave his apologies and left the meeting, vice-chairman Cllr. Morrell chaired the rest of the meeting.

093/07/2009 **Planning Applications**

66/2009/9755 – Two Storey Side Extension, **71 West Lane**

No objections

66/2009/9738 – Agricultural Building Incorporating Sheep Dog Handling/Training Facilities, **Salt Pie Farm, Albert Street**

No objections, although increased traffic and parking facilities need to be considered.

66/2009/9763 – Demolish Garage And Erection of Two Storey Extension And Single Storey Extension to Rear, **34 The Hawthorns**

No objections

5 x Trees – Crown Lift And Clean Through. 3 x Trees – Crown Lift, Clean Through And Draw Back From School, **St Thomas church.**

No objections

094/07/2009 **Members Community Reports**

Free off cuts of plywood have been generously given on application by Merritt & Fryers, Skipton. Cllr. Wilkinson is cutting out sections to form bird boxes which will be erected and placed on suitable trees in Lumb Clough.

095/07/2009 **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.

096/07/2009 **Date and Time of Next Meeting**

The next ordinary meeting of the Council will be held on Monday 3rd August 2009.

The meeting closed at 7.45pm.

Finance Schedule

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

City Electrical Factors Ltd	316.86	Replacement Lantern and bulb
E & R Hutchinson	138.00	Tarmac
Airedale Engraving	58.00	Plaques
A Spark	297.83	Pat Testing and lighting faults
D. A. Clarkson & Son	3432.75	Mobility Shelter
Gibson Garden Machinery Ltd	191.71	Tractor Service
Mike Barnes Chainsaws	15.00	Repair
Jacs	123.96	Paint ,Shears, Stain ,Bolts,
Laycocks	128.80	Roundup & Amine
npower	384.60	Electric 04/03/09 – 01/06/09
HM Revenue & Customs	501.71	Tax & Nat Ins
North Yorkshire Pension Fund	709.57	Pension contributions
Staff Members (9)	3062.78	Staff Wages/salaries