

# CLAPHAM CUM NEWBY PARISH COUNCIL

TUESDAY 26TH APRIL 2016

## MINUTES

**PRESENT:** Cllrs Colin Price (Chairman), John Dawson (Vice Chairman), Paul Bratt, Diane Elphinstone, Gerald Kay and Ann Sheridan

**IN ATTENDANCE:** Gillian Muir (Parish Clerk & Responsible Financial Officer), and 4 members of the public.

**PUBLIC PARTICIPATION:** none

**1. Apologies for Absence: none**

**2. Code of Conduct and Disclosable Pecuniary Interests**

**a.** Cllr Elphinstone declared an interest in item no. 8.a.4. as Chairman of Clapham Development Association, the applicant for planning application 18/2016/16784. No other Councillors recorded Disclosable Pecuniary Interests (DPI) or other interests in relation to items on this Agenda.

**b.** No requests were made for DPI dispensations in connection with items on this Agenda.

**3. Police Report:** no matters were reported

**4. Highways and Street Lighting, Road Signage and Boundary Markers**

**a.** Requests for action on highways, streetlights, road signage and boundary markers  
The Clerk will report the fallen give way sign at Keasden Crossroads and blocked gutters causing water to flow onto Keasden Road near Butterfield Cottage.

**b.** Updates and further actions on outstanding issues

The road narrowing warning sign at the southern A65 junction has been fixed. The NYCC Highways Officer will investigate and repair any potholes on the Keasden Road, and will reposition the barriers cordoning off the landslide on Reebys Lane. The Clerk will write to NYCC Highways requesting that Reebys Lane is repaired as quickly as it is a potential hazard for road users, and to find out when road works will begin to repair the water filled hole at Calterber bridge.

**5. Minutes of the previous meeting**

Council **RESOLVED** that Minutes for the meeting of Clapham cum Newby Parish Council held on 22<sup>nd</sup> March 2016 should be approved and signed by Cllr Price, Chairman, as a true and accurate record. There were no matters arising not already covered in the Agenda.

**6. On-going issues**

**6.1 Parish Maintenance Matters**

**a.** Caretaker Recruitment

John Nelson has sadly withdrawn his interest in the caretaker position. Cllr Dawson is in discussion with other interested parties and will report back at the May meeting.

**b.** Maintenance work

Cllr Dawson has repaired the sticking doors on the Newby notice board.

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c. Stories in Stone Heritage Grant Application for the Ornamental Drinking Fountain  
One contractor has been approached but did not supply an estimate to restore a water supply to the ornamental drinking fountain. The Clerk and Cllr Dawson will liaise with each other in order to draft an application to be reviewed by the council at the next meeting.

d. Works funded by the Forest of Bowland AONB grant

The drains survey on the Forest of Bowland side of the parish was held over to the next meeting.

## 6.2 Hyperfast Broadband Project

Digging will start soon to create the 4 trunk routes north of the railway. It is hoped that ducts will be ready for fibre installation by August/September. A meeting took place with NYCC Highways to discuss ways of improving the working relationship between both organisations. A 'Go Live' event is taking place on Friday 29<sup>th</sup> April. Those invited include Julian Smith MP; NYCC Cllr Don MacKenzie whose responsibilities include broadband and highways and Andrew Laycock, Project Delivery Officer at Craven District Council.

## 6.3 The community emergency plan

Cllr Elphinstone will publicise the date for defibrillator training once it has been confirmed. Cllr Bratt highlighted the services provided by Paramedics in Craven. Council agreed to invite a paramedic representative to the next meeting to discuss their role and the challenges the service faces.

## 6.4 The beacon celebration for the Queen's 90th birthday

The beacon lighting celebration was a success. Approximately 30 people attended. Photos of the event have been sent to the parish newsletter. Cllrs Kay and Elphinstone were thanked for respectively constructing the beacon and completing a risk assessment.

One member of the public left the meeting.

## 7. Finance

a. **RESOLUTION:** authorisation was given to make the following payments as detailed in the financial statement for April 2016. These were as follows:

- Clapham Village Hall = £48.00: room hire for November, January and February
- TW & HM Lawson = £502.80: construction of Clapham Station notice board
- Gillian Muir = £16.20: Clerk's expenses for mileage and postage

b. **RESOLUTION:** the statement of accounts (HSBC 1 and HSBC 2) for the Parish Council were reviewed and approved.

c. **RESOLUTION:** the council's laptop was added to the asset register. The value of each item on the register was reviewed. Assets were revalued at £27,250 for insurance purposes.

d. Insurance cover and the renewal quote were considered. The Clerk will inform Came and Company Brokers of the change in value to the asset register to enable the necessary adjustments to be made.

### RESOLUTIONS:

- The insurance quote of £273.75 was accepted.

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- The council will enter into another 3 year long term agreement to minimise year to year variation in insurance premiums.
- e. Cllrs Price and Kay carried out the annual safety inspection of memorials within the closed churchyard of St James', Clapham. Self seeded tree saplings growing out of the wall will be removed and some gravestones will be pegged to improve stability. The Clerk will contact the Woodland Officer at Yorkshire Dales National Park Authority for his opinion of the holly bush on the east side of the churchyard: there is a concern that it may damage the adjacent wall.
- f. The internal audit was held on 25<sup>th</sup> April instead of 16<sup>th</sup> May. The auditor will provide a report in due course. Informally the Clerk was able to report that the auditor was satisfied with the council's accounts and processes.
- g. A VAT claim for 2015-16 has been submitted to HMRC.
- h. No income tax or national insurance contributions were liable to be paid to HMRC on the Clerk's earnings in 2015-16.
- i. Actual income and expenditure was compared with budgeted figures for 2015-16. The largest expenditure was for drainage works at Keasden Church (£1950) and the installation of a traditional signpost (£2850). These were paid by a Forest of Bowland AONB grant and funding from United Utilities that had been held in reserve.
- j. Cllr Bratt verified the bank reconciliation for quarter 4 of 2015-16. There were no issues to report.

## 8. Planning

### a. Applications:

1. 18/2016/16738 The construction of three residential dwellings (two semi-detached and one detached) with associated access and landscaping, land south of Clapham bounded by Station road, Clapham. Council will request that all three properties have off street parking as concerns have been raised in the past about parking impeding access to Station Road. Apart from that issue, the application was supported.
2. 18/2016/16761 Two Storey And Single Storey Side Extension To Provide Accommodation To Replace Demolished Defective Part Of Premises. Demolish Two Storey And Single Storey Side Extension And Rear Extensions, Birk Knott, Keasden Road To Birk Knott, Clapham. Council supported the application.
3. C 18/101J/LB listed building consent for restoration of Grade II listed Reginald Farrer Pond, Shamba, Church Avenue, Clapham. Council supported the application.
4. 18/2016/16784 Replacement Of 3no. Village Signs On Approach Roads To Clapham Village On A65 And B6480, A65 (SD 753681 - LA2 8HJ) And (SD 736696 - LA2 8JE), And B6480 (SD 739692 - LA2 8DZ), Clapham. Cllr Elphinstone did not participate in the discussion or decision regarding this item due to a declared interest outlined in minute 2.a. Council supported the application.

### b. Decisions:

1. 18/2016/16703 Alterations To Existing Café Elevations. Incorporation Of Living Accommodation Into Café Footprint, Ancillary To The Café (First Revision Of Approved Application Reference 18/2016/16216), Henbusk Lane, Newby. Approved.
2. 18/142B/LB listed building consent for erection of single storey extension to side elevation and reinstatement of one ground floor fireplace in day room, 4 Gildersbank,

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Church Avenue, Clapham. Not yet decided

**c. Other planning issues and correspondence**

Consultation on a pre-publication draft of the Craven Local Plan will occur between 5<sup>th</sup> April 2016 – 17<sup>th</sup> May 2016. Drop in surgeries will take place at the following venues:

Victoria Hall, Settle: Monday 25<sup>th</sup> April 2016, 4pm – 8pm, Glusburn Institute: Tuesday 26<sup>th</sup> April 2016, 4pm – 8pm and Bentham Town Hall: Wednesday 4<sup>th</sup> May 2016, 4pm – 8pm

**9. Correspondence**

a. Items of correspondence received prior to this meeting

1. Settle Area Swimming Pool's public consultation – the council will participate in the consultation. The council intends to provide financial support and publicity for the facility.

b. Items of correspondence received too late to be circulated prior to this meeting.  
None received.

**10. Items of information**

a. YDNPA Parish Forum – Cllr Sheridan attended. Topics discussed included affordable housing and the local occupancy condition. Also debated was the impact of austerity on local authority budgets and how the National Park Authority could help local communities make decisions on issues such as local transport and broadband.

**11. Date of the next meeting of Clapham cum Newby Parish Council**

**RESOLUTION:** Tuesday 24<sup>th</sup> May 2016, 7.30pm at Clapham Village Hall. The annual meeting of the parish council will be held on this date.

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