

CLAPHAM CUM NEWBY PARISH COUNCIL

TUESDAY 28th NOVEMBER 2017

MINUTES

PRESENT: Cllrs Colin Price (Chairman), John Dawson (Vice-Chairman) Diane Elphinstone and Ann Sheridan

IN ATTENDANCE: Nigel Harrison (Parish Clerk & Responsible Financial Officer) and 1 member of the public. Cllrs David Ireton and Carl Lis attended part way through the meeting.

PUBLIC PARTICIPATION:

The member of the public in attendance informed the Council that, although some tyres had been removed by Craven District Council (CDC) after a recent fly-tipping incident on Old Road, Clapham, some more had been revealed as foliage had died back and there were more still from an older incident. The clerk was instructed to report the matter to CDC.

1. Apologies for Absence: Cllrs Gerald Kay and Paul Bratt. Cllrs Ireton and Lis gave apologies for being unable to attend at the start of the meeting owing to CDC commitments.

2. Code of Conduct and Disclosable Pecuniary Interests

a. None

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

3. The Police Report

A report was received from a police representative, Jayne Grace, setting out details of incidents dealt with by the police in November, 2017. These comprised a neighbour dispute, an instance of poor driving, lost property and a road traffic collision.

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

a. Requests for action on highways, streetlights, road signage and boundary markers

The Chairman raised the matter of leaves on the pavement on Station Road, Clapham. The clerk was instructed to report the matter to CDC.

b. Updates and further actions on outstanding issues

(i) Council noted that two estate agents' boards had been removed from the verge on the A65/junction with Station Road after a request made via the clerk.

(ii) Council also noted that a letter had been sent to CDC requesting reinstatement of the sign warning against fly-tipping at the lay-by on Old Road, Clapham.

5. Minutes of the previous meeting

RESOLVED that the Minutes of the meeting of Clapham cum Newby Parish Council held on 24th October, 2017 should be approved and signed by Cllr Price (chairman) as a true and accurate record. There was one matter arising which was not already covered in the agenda, namely, the mechanism by which a Tree Preservation Order could be obtained. This is by way of application to CDC Planning Dept. This information is to be conveyed to the member of the public who raised the issue.

6. On-going issues

6.1 Parish Maintenance Matters

a. Appointment of new Parish Caretaker

Council was still not in a position to appoint a new caretaker. Cllr Dawson had been in contact with the prospective caretaker who is understood to be arranging the required insurance. There is no other interested party.

b. Upkeep of three ginnels in Clapham

Council received information which had been forwarded by a member of the public who had been in contact with the Ingleborough Estate in connection with the disposal of leaves. This arose after she had voluntarily swept paths to clear leaves in the absence of a caretaker. Council noted that the estate had indicated to that member of the public that it will assume responsibility for sweeping the ginnel between Cross Haw Lane and Riverside and the two ginnels on Clapham triangle.

c. Ornamental drinking fountain

It was noted that no correspondence had yet been received from Yorkshire Water to indicate the cost of the digging required to connect the fountain to the mains water supply. The clerk was instructed to contact Yorkshire Water to obtain the same.

d. Forest of Bowland AONB grant

Council noted that guttering work had been carried out in the Keasden area and that work on a sign post on Newby Moor is to be carried out when the contractor is able to accommodate the work. An application for funding in connection with these matters is to be considered in 2018 once the work is complete.

e. Churchyard paths

Cllr Dawson had been approached by Clapham Church PCC with concerns over the paths in Clapham Churchyard. The

question raised was with regard to the Parish Council's responsibility for the same. Council noted that it is responsible for maintaining the paths in the closed churchyard in decent order. Cllr Dawson undertook to convey the same to the PCC.

6.2 Hyperfast Broadband Project

An update was received from Cllr Sheridan. Council was informed that the project is currently going well. House installation on the West side of Clapham Beck had been completed as far as possible. Fibre had been blown on the "Clapham Loop". It was anticipated that connections would be made on The Green in the forthcoming week.

6.3 Community emergency plan and community defibrillator training

Cllr Elphinstone informed the meeting that it is anticipated that there will be training in February, 2018. The precise dates are yet to be finalized.

6.4 Neighbourhood Planning

Cllr Sheridan indicated that there will be a flyer in the forthcoming Clapham Newsletter which will seek to gauge local opinion. A decision as to how to proceed will be taken in the light of the response.

6.5 Community Led Housing

This item is related to the item at 6.4 and was held over alongside it.

7. Meeting dates for 2018

RESOLVED to meet on the following dates in 2018:

Tuesday 23rd January
Tuesday 27th February
Tuesday 27th March
Tuesday 24th April
Tuesday 22nd May
Tuesday 26th June
Tuesday 24th July
Tuesday 25th September
Tuesday 23rd October
Tuesday 4th December

RESOLVED that the annual parish meeting and annual meeting of the parish council will be held on Tuesday 27th March and Tuesday 22nd May respectively.

8. Extra bus stop in Clapham

A member of the public had raised a query via the clerk as to whether the southbound bus route through Clapham Village could include a stop somewhere near to the end of Cross Haw Lane. The clerk was asked to write to the bus company seeking their view as to the feasibility of the same.

9. Finance

a. **RESOLVED** to authorise and make payments as follows:

- (i) For hire of Village Hall £32.00
- (ii) J Hartley and Sons grass cutting etc. in Clapham Churchyard £144.00
- (iii) Clerk's expenses (mileage and postage) £8.75

b. **RESOLVED** to authorise a letter to HSBC amending the standing orders to the Clerk and to HMRC taking account of an additional payment to the clerk to cover some expenses.

c. **RESOLVED** to approve the statement of accounts (HSBC 1 and HSBC 2)

d. The bank reconciliation for Quarter 2, 2017-18 was verified. There were no issues to report.

e. The 2017-18 budget for the year to September was reviewed.

f. **RESOLVED** that the budget for 2018-19 will be £8502.62.

g. **RESOLVED** that the precept for 2018-19 should be set at £7994.62 The precept form was duly signed.

10. Planning

a. Applications

i) 2017/18650/HH Proposal: Single storey extension to provide sunroom: Giffords , Wenning Bank to Reeby's Lane, Clapham. It was noted that this application had been supported in principle although comment had been made with regard to the roofing materials to be used.

(ii) 2017/18688/VAR: Application to vary condition No 10 of original planning consent reference 18/2013/13681 to allow retention of the farmhouse. Application to remove Condition 10 Location: Woodgill Farm , Keasden Road, Clapham, Lancaster, LA2 8HB. Council opposed this application.

(iii) C/18/11X Application for full planning permission for erection of lean-to extension to existing industrial unit and installation of flue pipe: Unit 5, Dales View, Clapham. Application supported.

b. Decisions –

(i) 2017/18576/TPO: Fell 1 No. Oak T29 and various works to other trees - Flying Horse Shoe Caravan Site, Clapham, Lancaster, LA2 8ES - application granted

(ii) 2017/18589/HH: Proposed alterations to existing single storey garage: Grey Scars , Church Lane, Newby, Lancaster, LA2 8HR. Application granted.

c. Other planning issues and correspondence

(i) TREES IN CLAPHAM CONSERVATION AREA and TREE PRESERVATION ORDER NO 3 (CLAPHAM) 1995. Council noted various works to trees which are to be carried out in due course.

11. Correspondence

a. Items of correspondence received prior to this meeting

Council noted the response from Messrs Ingham and Yorke on behalf of the Ingleborough Estate to a letter sent by the clerk with regard to tree-safety. The letter gave an assurance that the estate is proactive with regard to the issue concerned.

b. Items of correspondence received too late to be circulated prior to this meeting

Items 9(a)(ii), 10(a)(iii), 10(b)(i) and (ii) above refer. Council also received correspondence from CDC with regard to help for home insulation and boilers. The clerk is to post a notice advertising this help.

12. Items of information

(i) Cllr Elphinstone gave a report following her attendance at the National Park Management Plan Forum and material was circulated for Councillors' consideration.

(ii) Council noted the contents of an e.mail received after an officer of the National Park visited Little Ingleborough to view sites from which a stone shelter and a cairn had been removed.

13. Date of the next meeting

RESOLVED: The next meeting of Clapham cum Newby PC will be on Tuesday 23rd January 2018, 7.30pm at Clapham Village Hall