

# CLAPHAM CUM NEWBY PARISH COUNCIL

TUESDAY 23<sup>rd</sup> JANUARY 2018

## MINUTES

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

**IN ATTENDANCE:** Nigel Harrison (Parish Clerk & Responsible Financial Officer), Cllr D. Ireton and 5 members of the public.

**PUBLIC PARTICIPATION:** None

**1. Apologies for Absence:** None

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

**a.** No Disclosable Pecuniary Interests (DPI) or other interests were recorded 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:**

The Council received a written report by e.mail from PCSO Jayne Grace of North Yorkshire Police. Incidents dealt with by the police in the parish from early December 2017 to mid January 2018 were as follows: a missing man found dead at Ewes Top Moss Pothole, a vehicle stuck in the snow, two incidents involving sheep on the A65, a vehicle seen in suspicious circumstances, men seen on land with guns and dogs (all found to be in order), concerns for the welfare of a person who had, it turned out, simply gone out for a drive, two men seen in suspicious circumstances, a suspicious incident originating in the Lancashire area and a sudden death.

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

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

(i) A member of the public had drawn attention to a blocked drain on Gildersbank, Clapham. It was noted that this had been reported to North Yorkshire County Council (NYCC) Highways Department who had undertaken to deal with the matter.

(ii) The Clerk was instructed to report to NYCC that Keasden Road from the railway line upwards has a number of potholes and to report to Craven District Council (CDC) problems with the dog-waste bin near to the Goat Gap cafe, which is being used for other waste, leading to over-spill onto the floor.

**b. Updates and decide further action on outstanding issues**

(i) The Council noted that the problem of leaves on the pavement on Station Road, Clapham had been reported to CDC and that CDC had swept the area concerned.

(ii) The Council noted that the clerk had reported the presence of deposited tyres at the lay-by on Old Road above Clapham to CDC and that they had apparently been removed.

**5. Minutes of the previous meeting**

**RESOLVED** that the Minutes of the Clapham cum Newby Parish Council meeting held on 28<sup>th</sup> November, 2017 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. The appointment of a new Parish Caretaker.**

The Council was informed that Cllr Dawson has not, so far, been able to catch up with the one interested party since the latter's return from holiday. It is hoped that he has by now arranged the required insurance and that the appointment can then be made. Cllr Dawson is to follow the matter up.

**b. Maintenance works to parish notice boards.**

It was noted that there is maintenance work required at Keasden and Clapham Station notice boards. It was further noted that the board at Newby is in need of attention because two thirds of it will not open to allow posting of notices. Cllr Dawson undertook to speak to Tom Lawson with regard to the board at Clapham Station and to look at the Newby board. The steps to the Keasden board had been accidentally damaged and the party responsible has undertaken to make good the damage.

**c. The restoration of the ornamental drinking fountain**

Council was informed that there had been a misunderstanding. The Yorkshire Water employee who had attended a site meeting with Cllrs Kay and Dawson had indicated that he would arrange an estimate of the cost of digging to supply mains water to the fountain. Further enquiries by the clerk after that estimate had not materialized had revealed that Yorkshire Water will not supply an estimate unless there is a formal application for the work to be done. The Council

concluded that the cost of digging is likely to be prohibitive and that other possible methods of re-establishing a water supply will be considered.

**d. Works funded by the Forest of Bowland AONB grant**

Possible further trenching on Keasden Road and work on the sign post above Newby were identified. Council was reminded by Cllr Ireton that money on a matched-funding basis may also be available from CDC as from May, 2018. These matters were held over for future consideration.

**e. The 2018 grass cutting contract for St James Churchyard**

J Hartley and Son quoted £945 plus VAT to carry out the work. It was noted that the quote was not very far away from the cost of the work done in 2017. Council decided not to seek further quotes being satisfied with the current arrangements. It was agreed that the contract should be extended to J Hartley and Son for a further year and that they should be asked to add to their work some weed-killing on the paths twice during the season. **RESOLVED** to note the decision made above.

**6.2 Hyperfast Broadband Project**

An update was received from Cllr Sheridan. The completion of works in Clapham is in sight. Work on the central core of the village has been completed. A road crossing is awaited from Riverside to Rosebank Cottages. The next area for completion will be the area to the North of the Old Road and the East of Clapham Beck. It is hoped that works will be completed by the end of June 2018.

**6.3 The community emergency plan, community defibrillator training and other topics related to the emergency services**

There was nothing to report in connection with this issue.

**6.4 Neighbourhood Planning.**

An update was received from Cllr Sheridan. There had been a good response to the flyer which had been sent out in the newsletter. It is proposed that a meeting will be held in February 2018.

**6.5 Community Led Housing**

Cllr Sheridan gave an explanation of the workings of Community Led Housing initiatives. The matter is connected to item 6.4. It was agreed that the issue is possibly something to be looked at in the future.

**7. Finance**

(i) **RESOLVED** to authorise and make payment as follows:

a) £70.00 to Clapham and District Newsletter for 300 inserts re Neighbourhood Planning

(ii) **RESOLVED** to approve the statement of accounts (HSBC 1 and HSBC 2) for the Parish Council

(iii) The arrangements for the annual condition survey of the Parish Assets were agreed

(iv) The arrangements for the annual safety inspection of memorials within the closed churchyard of St James', Clapham were agreed. The Chairman and Cllr Kay will carry out the inspection.

(v) The bank reconciliation for quarter 3 was verified by Cllr Bratt

(vi) The budget for Quarter 3 was reviewed by Cllr Bratt

(vii) **RESOLVED** to approve donations of £100, £200 and £100 as stated in the 2017-18 budget to Citizens Advice Bureau, Settle Swimming Pool and Clapham Play Park respectively

**8. Extra bus stop in Clapham**

Council noted that a letter had been sent to Kirkby Lonsdale Coaches seeking their views as to the feasibility of an extra bus stop in Clapham Village. A response is awaited.

**9. Planning**

**a) Applications**

(i) C/18/613/A Application for full planning permission for internal and external works to incorporate attached cottage into the main house to form one dwelling; erection of single storey extension to west elevation and erection of new link to outbuilding: Hall Garth, Riverside, Clapham. Application supported.

(ii) C/18/613/B Application for listed building consent for internal and external works to incorporate attached cottage into the main house to form one dwelling; erection of single storey extension to west elevation and erection of new link to outbuilding: Hall Garth, Riverside, Clapham. Application supported.

(iii) 2017/18854/FUL: Application for permission for single storey rear extension: 4 Dalesview Close, Clapham, Lancaster, LA2 8RP. Application supported.

(iv) 2018/18922/MMA: Application to vary condition 2 of original planning consent reference 18/2016/17399 to alter access: Station Road, Clapham, Lancaster, LA2 8ER. Application supported.

**b) Decisions**

(i) C/18/49G Full planning permission for erection of conservatory to replace existing conservatory: Bishopwood, Church Ave, Clapham. Application granted.

(ii) 2017/18386/FUL: Barn conversion with new access: Ingbergh Barn, Bentham Road, Clapham, Lancaster, LA2 8HL. Application granted.

(iii) 2017/18650/HH: Single storey extension to provide sunroom: Giffords, Wenning Bank To Reebys Lane, Clapham, Lancaster, LA2 8ET. Application granted.

(iv) 2017/18286/FUL: Conversion of barn to dwellinghouse: Calterber Barn, Crina Bottom, Clapham, Lancaster: Application granted

(v) C/18/11X application for full planning permission for erection of lean-to extension to existing industrial unit and installation of flue pipe at Unit 5, Dales View, Clapham: granted subject to conditions. .

**c) Other planning issues and correspondence**

None

**10. To receive and respond to correspondence**

**a. Receive and respond to items of correspondence received prior to this meeting**

(i) Letter from Craven District Council re appointment of a Data Protection Officer.

Council noted the offer of the services of their Data Protection Officer from CDC which would allow it to comply with the requirements of the forthcoming changes to data protection regulations. In discussion of the matter the Council was not immediately attracted to the offer and in particular, the £150.00 fee thought to attach to it. It was noted that there are still other possibilities and it was decided that, for the moment, Council would await developments before making a decision.

(ii) Consultation re review of park homes legislation

The Council had no comment to make on this issue.

(iii) E.mail from Alison Hack re meeting with Police and Crime Commissioner

It was noted that a meeting with the Police and Crime Commissioner is to be arranged by Alison Hack

(iv) Transparency fund

The availability of this fund was noted. No immediate expenditure was identified as meriting an application.

b. Receive and respond to items of correspondence received too late to be circulated prior to this meeting. See 9 a) (iv)

**11. To receive items of information and decide further action where necessary**

(i) Information with regard to parking and waste disposal issues at Brookside Cottage, Newby

Cllr Elphinstone had received complaints in relation to parking issues and disposal of rubbish at Brookside

Cottage, Newby, currently a holiday let, and had been in correspondence with the owner and others involved in an attempt to resolve the issues.

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

**RESOLVED:** The date of the next meeting will be Tuesday 27<sup>th</sup> February 2018, 7.30pm at Clapham Village Hall