

CLAPHAM CUM NEWBY PARISH COUNCIL

TUESDAY 25th September 2018

MINUTES

PRESENT: Cllrs John Dawson (Vice-Chairman), Gerald Kay, Diane Elphinstone, Ann Sheridan.

IN ATTENDANCE: Nigel Harrison (Parish Clerk & Responsible Financial Officer), Cllr David Ireton (attended part way through the meeting) and two members of the public.

PUBLIC PARTICIPATION: None

1. **Apologies for Absence:** Cllr Price, Cllr Bratt

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

a. No disclosable pecuniary interests or other interests were recorded in relation to items on the agenda

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

3. **Police Report:** No police report was received.

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

a. **Requests for action.**

(i) The Council noted that the blockage of drains on Church Avenue had been reported to North Yorkshire County Council (NYCC) after a complaint from a parishioner

(ii) A complaint from a parishioner with regard to inconsiderate parking blocking an entrance to the beck-side on Church Avenue, Clapham was considered. The Council concluded that there was no ready remedy beyond the signs already placed to encourage considerate parking.

(iii) Cllr Kay indicated that there is a defective street light in Newby. This had already been reported to the contractor responsible for repairs, who has not yet attended to the repair.

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

(i) The Council noted that the presence of numerous potholes extending up Keasden Road had been reported to NYCC. It was further noted that NYCC had apparently marked out a number of potholes as requiring repair and had placed signs to indicate a forthcoming closure of the road above Keasden Cross Roads between 15/10/2018 and 22/10/2018. The clerk was instructed to ascertain the extent of the proposed road works

(ii) The Council noted that the appearance of a number of brown tourist signs in the parish had been reported to NYCC to query their legality. NYCC had not as yet responded and the item is to be left on the agenda for the next meeting.

5. **Minutes of the previous meeting**

Council **RESOLVED** that the Minutes for the Meeting of Clapham cum Newby Parish Council held on 24th of July, 2018 should be approved and signed by Cllr Dawson as a true and accurate record. There were no matters arising which were not otherwise covered on the agenda for the current meeting.

6. **On-going issues**

6.1 **Parish Maintenance Matters**

a. **To discuss and consider the appointment of a new parish caretaker and consider work for allocation to an independent contractor.**

(i) There is currently no Parish Caretaker nor is there a candidate in prospect.

(ii) The Council noted that a complaint had been received via Cllr Price with regard to the step down to the underpass ramp on Station Road, Clapham and indicated that this should be placed on the agenda for the next meeting for appropriate work to be authorised.

(iii) It was noted that the steps to the noticeboard at Keasden have still not been repaired by the party responsible for the damage. Councillor Dawson undertook to make a further approach before

someone else is asked to do the work with a view to the cost being reimbursed by the responsible party.

b. To receive an update on the restoration of the ornamental drinking fountain.

The Council received an update from Cllr Dawson. Pipe has been placed in Clapham Beck with the consent of the Ingleborough Estate. More pipe is however required to achieve a water connection to the fountain. Works are ongoing.

c. Works funded by the Forest of Bowland AONB grant.

Information was received via Cllr Price to indicate that a signpost to be put up on Newby Moor has been made by a contractor who will complete the installation as soon as possible.

d. Sign to be placed at Newby Cote

The Council noted that the sign to be put up at Newby Cote has been ordered. The final cost will be determined when the work is co-ordinated with similar work to be carried out at Ingleton. Funds will be sought via Cllr Ireton when that cost is finalised.

6.2 Hyperfast Broadband Project

An update was received from Cllr Sheridan. There is approximately 60 hours work left and it is anticipated that this will be completed by the end of October, 2018. One or two problems have had to be overcome, for example, connection to the new development in the village but it is expected that by the end of October all required connections will have been made.

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

Cllr Elphinstone is currently considering amendment of the emergency plan document. Before she can complete that task she is waiting to find out who is taking over responsibility at NYCC level and is awaiting the outcome of a meeting with management at Ingleborough Hall.

6.4 Neighbourhood Planning.

Cllr Sheridan indicated that three meetings are in the process of being arranged, a leaflet drop has been organised. Details will be in the Newsletter. Facilitators are planned for the consultation process. The form for obtaining funding has been completed. There will be a gap in funding of just under £100 and the Parish Council was asked to consider providing that sum. It was **RESOLVED** by a majority vote to meet the shortfall in funding. Payment to be authorised at a future meeting

6.5 GDPR

(i) **RESOLVED** to adopt a revised Records Management Policy

(ii) The purchase of a locking cabinet by the clerk was noted.

(iii) **RESOLVED** to adopt documents/policies before the Council to deal with data access requests and reporting of data protection breaches.

7. Standing Orders

RESOLVED to adopt revised standing orders

8. Beacon to commemorate the end of the First World War

The Council **RESOLVED** to light a beacon on the 11th November, 2018 to commemorate the end of the First World War. The clerk was instructed to seek permission from the Ingleborough Estate to hold the event at Bowland Knotts and to carry out a risk assessment.

9. Finance

a. Payment of accounts

(i) **RESOLUTION:** authorising payment of £342.00 to J.Hartley & Sons in respect of invoices for June and July 2018 for grass-cutting

(ii) **RESOLUTION:** authorising payment of £40.00 to the Information Commissioner for Data Controllers Registration Fee.

(iii) **RESOLUTION:** to pay £9.21 to the clerk for mileage and postage expenses

(iv) **RESOLUTION:** to pay £49.49 to the Clerk as reimbursement for purchase of a locking cabinet

(v) **RESOLUTION:** to pay to J. Hartley and Sons £162.00 in respect of invoice for August 2018 for grass-cutting

- b. **RESOLUTION:** the statements of accounts HSBC1 and HSBC2 were reviewed and approved
- c. The Council discussed a draft budget for the year 2019-20
- d. The Council **RESOLVED** to make a donation to Clapham Newsletter in the sum of £180.00. Payment to be authorised at the next meeting.

10. Planning

a. To consider applications:

- (i) C/18/613C section 73 application for variation of Condition 2 of C/18/613A to replace drawing L3500/120B with new drawing L3500/122 in respect of amended details including removal of chimney breast in cottage: Hall Garth, Clapham. **RESOLVED** to support the application
- (ii) C/18/613D/LB section 19 application for variation of Condition 2 of C/18/613B/LB to replace drawing L3500/120B with new drawing L3500/122 in respect of amended details including removal of chimney breast in cottage: Hall Garth Clapham. **RESOLVED** to support the application.
- (iii) 2018/19656/LBC: Application for listed building consent for the provision of two automated ticket vending machines and two customer information screens with PA on platforms 1 and 2 and the refurbishment of the existing toilet on platform 1: Railway Station, Wenning Bank, Clapham. **RESOLVED** to support the application but to query the existence of the toilets described in it.
- (iv) C/18/146C/AA Application for consent to display 9 No. interpretation signs and 4 No. fingerpost signs: Ingleborough Nature Trail and Ingleborough Cave, Clapham. **RESOLVED** to support the application.

b. decisions:

- (i) Tree works-removal of one oak tree at 7 Clapdale Way, Clapham. Noted permission granted.
- (ii) C/18/631/AA: Consent to display 3 No. A2 map board signs in the village at Clapham: Noted application approved conditionally.

c. Other planning issues and correspondence

- (i) Woodgill Farm Keasden Road Clapham-Original Application Ref: 2017/18688/VAR Appeal reference: APP/C2708/W/18/3202753: appeal to the Secretary of State against the Craven District Council's refusal of permission for: Application to remove condition No 10 of original planning consent reference 18/2013/13681 to allow retention of the farmhouse. The Council noted the appeal and that its comments on the original application would as a matter of course be passed on to the relevant authority.
- (ii) Letter expressing concern over development at Clapham Station Sidings
The Council noted correspondence from a parishioner but concluded that it had no valid ground of objection to the development concerned under planning law. The clerk was instructed to write to the parishioner concerned.

11. Correspondence

a. Correspondence received prior to meeting

- (i) Council received the preliminary response of the Ingleborough Estate to its correspondence with regard to the ownership of the Clapham Harse House.
- (ii) Council received correspondence in relation to The Pub Is The Hub Initiative. No further action was considered merited in local circumstances.
- (iii) The Council received correspondence offering provision of a Parish Map. Local provision being adequate, this was not considered to be a matter to be taken up.

b. Correspondence received too late to be considered prior to the meeting.

See under 9a(v) above

12. Items of information and further action

None

13. Date of Next Meeting

The Council confirmed the date of the next meeting of Clapham cum Newby Parish Council as Tuesday 23rd October 2018, 7.30.pm at Clapham Village Hall.