

CLAPHAM CUM NEWBY PARISH COUNCIL

TUESDAY 24th September 2019

MINUTES

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

IN ATTENDANCE: Nigel Harrison (Parish Clerk & Responsible Financial Officer), Cllr David Ireton (left at 8.40 pm) and twelve members of the public.

PUBLIC PARTICIPATION: A member of the public asked the Council to consider requesting the Co-op to include charging points for electric vehicles at the newly refurbished premises at Whitefriars, Settle. The Council agreed to do so.

Members of the public also mentioned parking issues in Clapham and road markings near to the New Inn Corner. Some of this related specifically to item 4.a. (ii) on the agenda and details are set out below. In relation to a more general complaint about inconsiderate parking in Clapham, the Parish Council undertook to investigate further with the assistance of the Ingleborough Estate and to consider approaching NYCC to seek parking restrictions in particularly problematic locations. A member of the public who had attended on behalf of Clapham School thanked the Parish Council for its agreement to donate to the Friends of Clapham School and indicated that future Parish Council Meetings would be attended by a school governor.

1. **Apologies for Absence:** Cllr C. Lis

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:** A written report was received which referred to three road related offences, three suspicious vehicles, two domestic incidents, an alleged violent crime, a dog bite, two civil matters, a suspected theft and a suspicious incident all occurring between 7th August and 22nd September 2019.

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

a. **Requests for action.**

(i) The Council noted a request from a parishioner that the verges in Clapham be kept in a tidier and more attractive condition. Particular attention was drawn to the verge adjacent to the allotment site. The Parish Council considered it too late in the year to remedy this but undertook to ask the contractor who looks after Clapham Churchyard to assist next year.

(ii) The Parish Council considered the problem of parking on the B6480 on the approach to Clapham via the New Inn Corner together with the defective SLOW sign in the road at that location. The Clerk was instructed to write to NYCC asking for the SLOW sign to be rectified and seeking solid white lines in the middle of the road which would render parking an offence (or other parking restriction) to prevent the dangerous parking which has again become evident.

(iii) The Parish Council noted that the traditional sign post on Newby Moor had been knocked over in a recent traffic diversion. Arrangements are to be made to restore it to its correct state.

(iv) The Parish Council had received a complaint from a parishioner about parking on the Green in Newby. The Council undertook to look into the matter with the assistance of the Ingleborough Estate

(v) The Council noted that a question had been raised about the lawfulness of an ice cream van which had been selling from the highway in Clapham. It was advised that, provided the vendor is registered as a food business and acting in accordance with any required permits, he/she cannot be prevented from selling from the highway.

(vi) The Clerk was asked to report that the school sign by the main bridge in Clapham is severely faded and the sign pointing to the car park is in need of cleaning.

b. Updates and further actions on outstanding issues

(i) The Council received details, via Cllr D. Ireton, of the finances of the YDNPA car park in Clapham. This had been raised at a previous meeting when parking issues were discussed.

5. Minutes of the previous meeting

The Council **RESOLVED** that the Minutes for the Meeting of Clapham cum Newby Parish Council held on 23rd of July, 2019 should be approved and signed by Cllr Price (Chairman) as a true and accurate record. Further it **RESOLVED** that the Minutes for the Extraordinary Meeting of Clapham cum Newby Parish Council held on the 23rd of August, 2019 should be approved and signed by Cllr Price (Chairman) as a true and accurate record.

There was one matter arising from the former minutes. The Council authorised payment of £1566.75 to the Friends of Clapham school in pursuance of its previous **RESOLUTION** to donate to cover costs of painting at Clapham School.

6. On-going issues

6.1 Parish Maintenance Matters

a. To consider work for allocation to an independent contractor.

No work was identified, although it was suggested that independent help might have to be considered in relation to the project to restore the ornamental drinking fountain

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

The Council noted that work has not progressed since the last update in relation to this matter.

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

The Council identified guttering work in the Keasden area as a potential use of these funds. It was noted that the construction of a ramp at the underpass on Station Road Clapham had not been commenced.

d. Sign to be placed at Newby Cote

Councillors undertook to make plans to install the fingerpost at Newby Cote which is currently in storage. It was made aware that the project requires completion by February 2020 in order to retain NYCC funding.

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

An update was received from Cllr Elphinstone in relation to the plan to install extra defibrillators in the parish. She has an appointment to speak to Lorraine Sullivan with regard to servicing of the new machines and will also ask for details as to who actually installs them. It was noted that there is consent for the proposed sites in Clapham (Saw Mill) and Newby, although Cllr Elphinstone needs to clarify matters with the Ingleborough Estate. The Council had received correspondence to indicate that Northern Rail would have no objection in principle to installation at Clapham Station. The clerk is to write to Northern Rail to seek formal consent.

Cllr Elphinstone indicated that she has contacted the Emergency Planning Officer and will be speaking with regard to amending the Emergency Plan and seeking information as to how to register vulnerable residents.

6.3 Neighbourhood Planning.

An update was received from Cllr Sheridan. The Steering Group has divided into working groups. Each is preparing a draft in relation to their area of responsibility. It is hoped that a draft plan will be prepared by Christmas. Community Led Housing is to be the subject of some further consultation

7. Lake and Dam Clapham Village

It was noted that a query had been raised by a parishioner, in the light of recent incidents in Whaley Bridge, as to the safety of the dam above Clapham. The Council noted that the matter had been taken up with the Ingleborough Estate who had given details of the responsibilities under the Reservoirs Act 1975 which are regularly met. These were reiterated by a representative of the estate

who was present at the meeting and who also indicated that there are plans to install a clear route to the top of the dam that would enable easy access for water pumps if required.

8. Amendment to financial regulations

The Council **RESOLVED** to amend its Financial Regulations in accordance with NALC advice. Regulation 11.a.1.(ii) amended together with the footnotes on page 13 of the regulations

9. Request to Provide a Christmas Tree for Clapham Village

The Council discussed this request from a parishioner. Cllr Dawson undertook to speak to Clapham Church PCC to enquire whether a tree in the Churchyard might be lit during the Christmas season

10. Discipline and Grievance Policies

This matter was deferred pending further advice from YLCA

11. Request to Affix Memorial Plaque to Bench at Newby Cote

The Council **RESOLVED** to approve a request for a memorial plaque to be affixed to the bench at Newby Cote in memory of Richard Grayston. Cllr Dawson undertook to inform the parishioner making the request.

12. Finance

a. Payment of accounts

(i) **RESOLUTION:** authorising payment of £172.80 to J.Hartley & Sons for grass-cutting etc. in Clapham Churchyard (July invoice).

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

(iii) **RESOLUTION:** to pay £140.40 to J. Hartley & Sons for grass cutting etc. in Clapham Churchyard (August invoice).

(iv) **RESOLUTION:** to pay £12.02 to the Clerk for mileage and postage expenses.

b. RESOLUTION: the statements of accounts HSBC1 and HSBC2 were reviewed and approved

c. The bank reconciliations for quarter 1 were verified by Cllr Bratt.

d. The Council discussed a draft budget for the year 2020-21

13. Planning

a. To consider applications:

(i) 2019/20785/OUT: Relocation of allotments and redevelopment of allotment site and siting of a two storey house: Allotment Site, Cross Haw Lane, Clapham, Lancaster. To consider amended application submitted after the Parish Council Extraordinary Meeting of 23rd August 2019. The Council noted that this matter was now before the CDC Planning Committee which had deferred its decision.

(ii) 2019/20818/HH: Proposed extension to front and new porch to side of existing dwelling to include other associated internal and external alterations: Beckansgill, Henbusk Lane, Newby, Nr Clapham, Lancaster, LA2 8HR. The Council had no comment to make on this matter.

(iii) 2019/20487/FUL: Change of use of land from former Railway Goods Yard to 9 Holiday Lodges (Phase 2): Former Railway Goods Yard, Clapham Station, Clapham, Lancaster, LA2 8ES. Amended application. The Council noted that it had already objected to the original plans in this matter.

(iv) 2019/20915/HH: Proposed new rear extension to existing dwelling including replacing existing timber windows and doors: Rantree Farm, Keasden Road To Rantree Top, Clapham, Lancaster, LA2 8EZ. The Council had no comment to make in this matter.

b. Decisions:

The Council noted the following decisions:

(i) 2019/20597/HH: Erection of greenhouse: Dubsyke, Keasden, Clapham, Lancaster, LA2 8EY- Permission granted.

(ii) 2019/20756/HH: Demolition of existing conservatory and carport. Erection of single storey sun lounge and carport at rear: Old Manor House, The Green, Clapham, Lancaster, LA2 8EH- Application approved conditionally

c. Other planning issues and correspondence

(i) Complaint to CDC re Planning Application 2019/20202/OUT: Land adjacent to Fountain House Farm, The Green, Clapham, LA2 8EH: Change of use of agricultural land and the siting of a

detached house and associated external works. The Council noted that an attempt to escalate this complaint with CDC had resulted in another referral to the relevant Service Manager and instructed the Clerk to ask that CDC refer this matter to the Chief Executive as originally requested.

14. Correspondence

a. Correspondence received prior to meeting

The following correspondence was noted and no action was deemed necessary:

- (i) Letter from CDC-Parish Liaison Meeting of 25th September 2019
- (ii) Email from YLCA- NALC Policy Consultation-Independent Review-Local Government Audit
- (iii) Email from Julia Mulligan-survey police use of tasers

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

None

15. Items of information and further action

- (i) The Council noted that an entry had been submitted by Sue Mann for Yorkshire Village of the Year

16. Date of Next Meeting

The Council confirmed the date of the next meeting of Clapham cum Newby Parish Council as Tuesday 22nd October 2019, 7.30.pm at Clapham Village Hall.

AONB	Area of Outstanding Natural Beauty
CDC	Craven District Council
NYCC	North Yorkshire County Council
SLCC	Society of Local Council Clerks
YDNPA	Yorkshire Dales National Park Authority
YLCA	Yorkshire Local Councils Association
NALC	National Association of Local Councils