

# CLAPHAM CUM NEWBY PARISH COUNCIL

TUESDAY 3<sup>rd</sup> DECEMBER 2019

## MINUTES

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

**IN ATTENDANCE:** Nigel Harrison (Parish Clerk & Responsible Financial Officer), PCSO Jayne Grace (left after delivering the police report) and 10 members of the public.

**PUBLIC PARTICIPATION:** None at the outset of the meeting although contributions were received as various items on the agenda were discussed.

**1. Apologies for Absence:** Cllrs, D. Ireton, C Lis and Colin Price.

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

**a.** Cllr Dawson declared an interest in item 10 a.(ii) and completed the relevant register when that item came to be discussed. Cllr Elphinstone declared an interest in item 12.a.(ii) and completed the relevant register when the item came to be discussed.

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

**3. The Police Report**

PCSO Jayne Grace addressed the meeting giving details of incidents that had occurred in the district between the 18<sup>th</sup> October 2019 and the 25<sup>th</sup> of November 2019. These comprised an animal/wildlife incident, a concern for safety, a theft from business premises, an abandoned call, a report of suspicious circumstances, three road related offences, a theft of sheep, a fraud, two enquiries from other police forces and suspicious circumstances – people going door to door purporting to be deaf and asking for money

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

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

(i) The Council noted that there had been a request for action over litter at the A65 lay-by opposite Bowsber Farm and that this had been raised with CDC

(ii) The Council noted that litter at the lay-by on Old Road West, Clapham had been reported to CDC at the request of Cllr Elphinstone

(iii) The clerk was instructed to report the presence of pirri-pirri bur on the road bridge on Church Avenue Clapham.

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

(i) The Council noted that a response had been received by a parishioner to complaints made to NYCC with regard to parking and a defective road marking near to the New Inn corner, Clapham. It was noted that NYCC had undertaken to rectify the defective road markings (SLOW sign) but saw no reason to intervene with regard to parking issues. The Parish Council decided to monitor the situation and agreed that future instances of dangerous or obstructive parking should be raised with NYCC possibly supported by photographic evidence if this can be obtained.

(ii) The Council also noted that the regular accumulation of water on Lawsings Brow had been reported to NYCC

(iii) The Council held over further discussion of general parking issues in Clapham and Newby pending the availability of maps from the Ingleborough Estate to assist in identifying possible areas for restrictions to be sought

**5. Minutes of the previous meeting**

Council **RESOLVED** that the Minutes for the Meeting of Clapham cum Newby Parish Council held on 22nd of October 2019 should be approved and signed by Cllr Dawson as a true and accurate record. There were no matters arising not covered elsewhere on the agenda

**6. On-going issues**

**6.1 Parish Maintenance Matters**

**a. Assignment of work to contractors**

The installation of the traditional sign post at Newby Cote was identified as outstanding. It was noted that the clerk had had some dealings over the telephone with NYCC with regard to removal of the existing sign and installation of the new which had led to a response which misunderstood the matter raised. The clerk was asked to write to NYCC to deal with the matter.

**b. Ornamental drinking fountain**

It was noted that the fountain has been connected. Some leakage has however been noted which will have to be remedied. A sign warning against drinking the water and acknowledging the funding of the project to restore the fountain is required. It was noted that the clerk had received a quote of £45 from Notice! Signage and Graphics Ltd of the Sidings, Settle. He was instructed to order the sign.

**c. Forest of Bowland AONB grant**

The Council noted that there is further ditching work required in the Keasden area and that B. Tooke will be engaged to carry it out.

**6.2 Community emergency plan and community defibrillator training**

Cllr Elphinstone set out 3 options for purchase of defibrillators. A decision will be made after consultation with the parishioner who will be responsible for servicing the machines. It was noted that there has still not been a response from Northern Rail to the request for permission to install a machine at the Station. The clerk is to try again

### **6.3 Neighbourhood Planning**

Cllr Sheridan indicated that there is to be a meeting on 7<sup>th</sup> December 2019 to discuss a first draft of the plan. It is hoped it will be completed by the spring of 2020 after which it can be put out for consultation with a referendum to follow.

### **7. Meeting dates for 2018**

The Council **RESOLVED** to meet on the following dates in 2020:

Tuesday 28th January

Tuesday 25th February

Tuesday 24th March

Tuesday 28th April

Tuesday 26th May

Tuesday 23rd June

Tuesday 28th July

Tuesday 22nd September

Tuesday 27th October

Tuesday 8th December

The annual parish meeting and annual meeting of the parish council will be held on Tuesday 24th March and Tuesday 26th May respectively.

### **8. Christmas Decorations**

Cllr Dawson indicated that it has not proved practically possible to light a tree in the churchyard. Instead lights will be installed along one of the paths to the front door of the church

### **9. Discipline and Grievance**

The Council **RESOLVED** to adopt the Disciplinary and Grievance Arrangements (LTN22) suggested by NALC

### **10. Finance**

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

(i) £945.00 to B. Tooke for work on reconnecting the ornamental drinking fountain

(ii) £107.74 to J.W. Dawson and Sons for supplying fittings for reconnection of the ornamental drinking fountain (Cllr Dawson not participating)

(iii) £172.80 to Messrs J. Hartley & Sons for grass cutting etc. in Clapham Churchyard

(iv) £9.30 to the clerk for mileage and postage expenses

(v) £282.00 to B Tooke for further work on connecting the ornamental drinking fountain

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

c. The bank reconciliations for quarter 2 were verified by Cllr Bratt

d. **RESOLVED** that the budget for 2020-21 will be £8,462.71

e. **RESOLVED** that the precept for 2020-21 should be set at £7,744.90 The precept form was duly signed.

### **11. Planning**

#### **a. Applications**

(i) 2019/21015/OUT: Outline application for detached bungalow (access applied for with all other matters reserved): Site at Henbusk Lane, Newby, Lancaster, LA2 8HS. The Council considered that it had insufficient information to make any comment on this application.

#### **b. Decisions**

(i) 2019/20915/HH: Proposed new rear extension to existing dwelling including replacing existing timber windows and doors: Rantree Farm, Clapham, Lancaster, LA2 8EZ-Application approved conditionally by CDC

(ii) Trees in Clapham Conservation Area-approval given by YDNPA for reduction of a Beech Tree at West View, Clapham

#### **c. Other planning issues and correspondence**

(i) Removal/ Adoption of telephone kiosk-Clapham. The Council had purported to adopt the kiosk but had been informed that this was not possible other than for use to house a defibrillator

(ii) 2019/20785/OUT: Relocation of allotments and erection of 1 two storey house: Allotment Site , Cross Haw Lane, Clapham, Lancaster. Notification received that this matter was to be before CDC Planning Committee on 26<sup>th</sup> November 2019. Cllr Sheridan attended the Planning Committee meeting and informed the Council that the application had been approved.

### **12. Correspondence**

#### **a. Items of correspondence received prior to this meeting**

(i) Email from YLCA-VE Day - commemoration of 75<sup>th</sup> anniversary. The Council noted this email. Cllr Dawson indicated that the church had agreed to ring the church bells on the anniversary. The Council will give further consideration to other events

(ii) Letter from Leigh Marshall-sponsorship for Mobile Rural Watch. The Council **RESOLVED** by three votes to one (Cllr Bratt voting against and Cllr Elphinstone not participating) to purchase a dash-cam to be made available for use by parishioners participating in the Mobile Rural Watch initiative. Cllr Elphinstone will investigate purchase options.

(iii) Temporary road closure Church Avenue Clapham 20.01.2020. The Council noted the forthcoming road closure.

**b. Items of correspondence received too late to be circulated**

(i) The council received a letter from CDC dated 29.11.2019 headed arrangements for dealing with complaints

(ii) The Council received an email from Sue Mann concerning the church paths. It concluded that it would facilitate the salting of the paths by providing scoops to be placed in the bins.

**13. Items of information**

(i) Yorkshire Village of the year runner up certificate-missed in error.

**14. Date of the next meeting**

**RESOLVED:** The next meeting of Clapham cum Newby PC will be on Tuesday 28th January 2020, 7.30pm 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
B4RN	Broadband for the Rural North