

CLAPHAM cum NEWBY PARISH COUNCIL

MINUTES

Tuesday 27th April 2021

Meeting held online

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

IN ATTENDANCE: Nigel Harrison (Parish Clerk and Responsible Financial Officer) and eight members of the public.

1. Apologies for Absence: Cllrs C. Lis and D Ireton (CDC meeting taking place)

2. Code of conduct and Disclosable Pecuniary Interests:

- a. No Disclosable Pecuniary Interests (DPI) 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. The Police Report

A written report was read to the Council. This set out details of 18 matters dealt with by the police in the period 22nd March 2021 to 26th April 2021

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

a. Requests for Action

- (i) The Council discussed a request from a parishioner for consideration to be given to seeking a 20 mph speed limit in Clapham and/or “Children Playing” signs. The Council was not minded to seek a reduction in the speed limit but asked the clerk to request “Children Playing” signs on Riverside and Church Avenue. The clerk was also asked to look into the possibility of providing cycling proficiency instruction for children in the parish.
- (ii) The Council noted that a further complaint about noisy motor cycles had been passed on to the police.
- (iii) The Council further noted that potholing of the road between Calterber Bridge and Clapham Station had been reported to NYCC following a complaint from a parishioner.

b. Updates and Further Action

- (i) The Council noted that potholes on Keasden Road had been reported to NYCC.
- (ii) It further noted that the gap in the wall on the A65 on the Newby Straight had been reported to NYCC
- (iii) The Council also noted that there had been a response from the Ingleborough Estate with regard to the fencing on common land near to the railway viaduct and near to Conisber. The estate has taken matters up with Network Rail and British Gas and awaits their responses.

5. Minutes of the previous meeting:

RESOLVED that the minutes of the Clapham cum Newby Parish Council meeting held on 23rd March 2021 should be approved and signed by Cllr Price, Chairman, as a true and accurate record.

There were two matters arising: (i) It was noted that an email conveying thanks to Eddie Styles had been sent in view of his increased assistance with the defibrillators after the installation of a machine in Newby; (ii) It was noted that the oil tanks which had been placed at the rear of the Village Hall/Arbutus House in Clapham had only been so placed as a temporary measure while works were carried out and had been removed.

6. On-going issues:

6.1 Parish Maintenance Matters:

a. Update and consideration of future maintenance work

There was nothing identified.

b. To consider current and future works funded by the Forest of Bowland AONB grant

There was nothing identified, no further funds having yet become available.

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

Cllr Elphinstone indicated that there has been no change since the last Parish Council meeting. She is carrying out checks of the Newby defibrillator with assistance from Eddie Styles.

6.3 Neighbourhood Planning

Cllr Sheridan indicated that a report on site availability is awaited and is expected in mid May. The grant paid to the Council by Groundwork UK in February has not been touched because things have been on hold owing to Covid 19. This is to be repaid and a further application for a grant is to be made in the current financial year.

6.4 Climate Emergency

Jill Buckler of the Clapham Sustainability Group informed the meeting that the group had held three meetings since the Parish Council had passed its motion declaring a climate emergency and had been given a renewed sense of impetus because of it. Various projects are envisaged-litter picking, a library of information to be held at the church and an event scheduled for the 11th of September, 2021 at Clapham Village Hall which will focus as a priority on the reduction of carbon emissions. Simon Peach has been asked to look into a bigger community project. The Sustainability Group has been asked to support the project for curlew rescue/protection.

A concern was raised over the charges being sought from new allotment holders at the Newby allotments. The Parish Council undertook to look into this. At this stage an informal approach to the Ingleborough Estate via Cllr Elphinstone is to be pursued.

7. Code of Conduct

The Council **RESOLVED** to adopt the Model Local Government Association Code of Conduct dated 19th of January 2021 which had been circulated to Councillors on the 19th of March, 2021.

8. Annual Parish Meeting and Ordinary Parish Meeting of 25th May 2021

The Council noted that the government has not extended powers to allow Parish Councils to hold remote meetings beyond the 7th of May 2021. Clapham Village Hall will not re-open for purposes that would include a Council meeting until 21st June 2021.

A remote Annual Parish Meeting (APM) could not now take place before 7th May 2021, owing to notice requirements, even if it were concluded that the advice earlier given that a remote APM was not legally permissible was disregarded. Neither the APM (which must be held before 1st June) nor the ordinary meeting of the Parish Council scheduled for 25th May 2021 can be accommodated in the Village Hall.

The Council **RESOLVED** not to arrange an APM in 2021 and to cancel the ordinary Parish Council meeting scheduled for 25th May, 2021.

The Council had hoped to hold its Annual Meeting of the Parish Council this evening but was in the end thwarted by the legal requirement that this be held in the month of May. Alternative arrangements were made for this, usually short meeting, to be held on 25th May in person and to be broadcast via Zoom (see below at item 14)

9. Delegation of Powers to the Clerk

The Council **RESOLVED** to delegate to the clerk power to carry out actions to keep the Council running and meet its obligations during the period 28th April 2021 to 21st June, 2021 inclusive.

10. Finance:

a. RESOLVED to authorise payments as follows:

(i) £2883.00 to Groundwork UK as repayment of unspent grant received during the financial year 2020-21

b. RESOLVED to approve the statements of accounts HSBC1 and HSBC2

c. An inspection of churchyard memorials etc. has not yet been carried out by Cllrs Price and Kay. It will be completed when circumstances permit.

d. The Council noted that the Clerk had been in contact with the internal auditor and that the internal audit is to take place on the 14th of June, 2021

e. The Council noted that a claim has been submitted for the repayment of VAT in the sum of £613.58

f. Comparison of actual income and expenditure with the budget for 2020-21 was carried out by Cllr Dawson.

g. The bank reconciliations for accounts HSBC1 and HSBC2 for quarter 4 2020-21 were not considered being missed in error. This will be done at the next ordinary meeting of the Council.

11. Planning:

a. To consider applications

None

b. To consider decisions

(i) 2020/22368/HH: Single storey extension to form sun room: Green Close Farm, Clapham Road, Clapham, Lancaster, LA2 8HW. Granted by CDC on 25/03/2021

c. Other planning issues and correspondence

2020/21775/FUL: Conversion of 2 barns into 3 dwellings, conversion and extension of existing stone outbuilding to form one new dwelling: Fountain House Farm Buildings, The Green, Clapham, Lancaster, Planning committee on 12th April 2021. Approved unanimously.

12. To receive and respond to correspondence

a. Correspondence received prior to this meeting

None.

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

(i) The Council noted receipt of the CDC Statement of Licensing Policy consultation

13. To receive items of information and decide further action

(i) The Council noted that Clapham Village Hall has been booked for Parish Council Meetings from 22nd June, 2021 onwards.

(ii) It further noted that Bill Hartley has been asked to carry out grass cutting at Clapham Churchyard.

(iii) The Council was informed that a decision with regard to the handrail at Clapham Church is pending announcement

(iv) The Council noted that Appleby Horsefair has now been scheduled for 12th-15th August 2021 and suggested that the Ingleborough Estate be made aware.

14. Date of the next meeting of Clapham cum Newby Parish Council

The Council fixed dates as follows:

Annual Meeting of the Parish Council - Tuesday 25th May, 2021 7.30pm to be held at Long Bank Farm, Keasden. To be broadcast via Zoom.

Ordinary meeting of the Parish Council - Tuesday 22nd June 2021, 7.30pm, 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