

CLAPHAM CUM NEWBY PARISH COUNCIL

TUESDAY 22nd June 2021

MINUTES

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

IN ATTENDANCE: Nigel Harrison (Parish Clerk & Responsible Financial Officer) and 5 members of the Public

PUBLIC PARTICIPATION:

There was some discussion of plans to mow a section of The Green, Clapham. It was concluded that this was not a matter that concerned the Parish Council

1. **Apologies for Absence:** Cllrs D. Ireton, Cllr Carl Lis

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

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

There were two police reports before the Council, one setting out details of matters dealt with by the police between 27/04/2021 and 24/05/2021 and the other matters dealt with between 25/05/2021 and 20/06/2021. There were in total details of 24 matters set out.

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

a. **Requests for action.**

(i) Use of Thwaite Lane by drivers of motor vehicles and motorcyclists. The Council noted that a letter had been sent to NYCC urging early progress of the application to convert Thwaite Lane to a byway open to all traffic and setting out the Parish Council's objections to the application.

(ii) Footpath Riverside to Cross Haw Lane. The Council noted that the hedge causing an obstruction had been cut back promptly after a request to the managing agents for the property concerned

(iii) Dog waste/litter bin-Ivy Cottages. The Council **RESOLVED** to go ahead with securing a replacement bin as offered by CDC and decided to place it at the existing site on a level footing to be created by the Parish Council

(iv) Condition of Laithbutts Lane. It was noted that the condition of this footpath had again been raised by a parishioner and the clerk was asked to bring the matter to the attention of NYCC again.

(v) Fencing on common land. The Council noted the response of the Ingleborough Estate to its correspondence. In short, they have been unable to make any progress with British Gas and are themselves unable to fund removal of the fencing near to Conisber. Cllr Elphinstone undertook to try to obtain contact details for somebody at Network Rail to assist in taking up the matter of the fencing near the viaduct with them.

(vi) The clerk was asked to report potholes on Keasden Road between the crossroads and Black Hill and on Station Road near to Calterber Bridge to NYCC.

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

(i) The Council noted the response from NYCC to its suggestion that Children Playing signs be put up on Riverside. This cannot be done because there is neither a school nor a playground on Riverside. As for the Council's offer to fund cycling proficiency training, it was noted that there had been no response from the parishioner who had initially contacted the clerk to the email in which this was mentioned. The Council agreed that interest should be gauged via an invitation in the Council's report in the Newsletter before it proceeds further. The same item is to refer to the Council urging caution to both motorists and others on the roads in the village.

5. Minutes of the previous meeting

The Parish Council **RESOLVED** that the Minutes for the Meeting of Clapham cum Newby Parish Council held on 27th of April, 2021 should be approved and signed by Cllr Price as a true and

accurate record. It was also **RESOLVED** that the minutes of the Annual Meeting of the Parish Council held on the 25th of May 2021 should be approved and likewise signed

6. Clapham Churchyard

(i) Cllr Dawson informed the meeting that the church authorities have granted permission for a handrail to be put up. The clerk was asked to confirm with Mr R. Briggs that the price set out in his earlier estimate still holds

(ii) The Council **RESOLVED** that it supports in principle moves to manage the maintenance of the churchyard for wildlife.

(iii) The Council was informed that Cllrs Price and Kay have carried out the annual inspection of memorials in Clapham Churchyard and have found no problems. Two trees posing a potential threat to safety and/or the fabric of memorials were identified and the clerk was asked to arrange for three quotes for rendering them safe.

7. On-going issues

7.1 Parish Maintenance Matters

a. **To consider assignment of any work for independent contractors.**

(i) No specific work was identified to be assigned. The Council was made aware that funds might be available from NYCC via Cllr Ireton and the clerk was asked to ascertain whether this might be so and what they might be used for.

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

Cllr Price undertook to ascertain whether more funding might be available. No works were identified.

7.2 Neighbourhood Planning

Cllr Sheridan gave an update. The draft plan has been completed and published thanks to the team whose work led to its production. There has been both positive and negative feedback, some of the latter being seen as justified and leading to an amendment. There is to be a re-application for funding. It is hoped that focus groups will be formed in the autumn and that there will be a referendum next spring.

7.3 The community emergency plan etc.

(I) It was noted that the Community Rail Partnership have indicated readiness to proceed with installation of the defibrillator at Clapham Station. The clerk was asked to respond to Mr Townson to indicate the Councils wish to go ahead and ascertain details of the time-scale involved.

7.4 Climate Emergency

The Council was informed that the Sustainability Group held a meeting on the 27th of May 2021. There has been contact with the Church with regard to the Resource Library. The vicar is supportive and efforts are ongoing to find a place to store it. There will be an item in the Newsletter dealing with the event planned for the 11th of September, 2021. So far there are ten contributors to the event. An arrangement is in place for the obtaining and use of sheep fleece.

8. Finance

a. To authorise payment of accounts and to note and approve payments made in accordance with the resolution made at the meeting of the Parish Council on 27th April 2021 (Minute ref 9.)

(i) Payment of £126 to WH Hartley on 25th May 2021. **RESOLVED** to approve this payment

(ii) Payment of £361.16 to Came and Co on 25th May 2021. **RESOLVED** to approve this payment

(iii) **RESOLVED** to authorise payment of £115.50 to W.H. Hartley for grass cutting etc. in Clapham Churchyard

(iv) **RESOLVED** to authorise payment of £200.00 to Yorkshire Internal Audit Services for completion of the Internal Audit.

b. **RESOLUTION:** the statements of accounts (HSBC 1 and HSBC 2) for the Parish Council were reviewed and approved.

c. The bank reconciliations for quarter 4 of 2020-21 were verified by Cllr Dawson

d. The Internal Auditors Report to Members for 2020-21 was received.

e. **RESOLVED** to sign the Certificate of Exemption from a limited assurance review

f. The Internal Audit Report as included at page 4 of the Annual Governance and Accountability

Return (AGAR) 2020-21 was noted.

g. RESOLVED to receive and approve the Annual Governance Statement as included at page 5 of the AGAR 2020-21

h. RESOLVED to receive and approve the Accounting Statements as included at page 6 of the AGAR 2020-21

i. RESOLVED to agree a period for the exercise of elector's rights relating to the annual accounts (Accounts and Audit Regulations 2015) between the 1st of July 2021 and the 11th of August 2021.

9. Planning

a. Applications:

(i) 2021/22908/TPO: T1 Lime - Draw back branches from road sign. T3 Sycamore - crown lift to 5m. G1 Mixed - lightly trim back yew trees from the road to a height of 3m: Farrer Lodge, Crook Beck Bridge To Wenning Bank Bridge, Clapham, Lancaster. The Parish Council had no objections to this application.

(ii) C/18/146E Full planning permission for creation of timber wagon turning and timber stacking area; maintenance and improvement of timber extraction route and installation of reinforced concrete crossing over the sheep underpass at Long Lane, Thwaite Lane and Thwaite Wood, Ingleborough Estate, Clapham. The Council **RESOLVED** to raise concerns over this application owing to its likely effect on the surface of the byway, the effect both in terms of safety and amenity of increased traffic on walkers and other users of Thwaite Lane and the likely effect of heavy traffic on narrow roads in Austwick. The Parish Council would prefer an alternative route involving smaller vehicles and directed towards the Clapham end of the byway.

(iii) 2021/22890/HH: Single storey rear side extension and alterations: Giffords, Keasden, Clapham, Lancaster, LA2 8ET. The Council **RESOLVED** that it had no opposition to this application

(iv) Planning Application 2021/22898/REM: Approval of matters reserved in outline consent referenced 2019/20785/OUT granted 9 December 2019 for the house design, replacement garden shed and external works: Former Allotments To Side Of Croft House, Cross Haw Lane, Clapham, Lancaster, LA2 8DZ. The Council **RESOLVED** that it had no objections to this application.

b. Decisions:

(i) 2020/22116/MMA: Minor material amendment to vary condition no. 2 (approved plans) of planning permission referenced 2019/20377/FUL granted 03 July 2019 Location: The Dairy, Hammon Head Hall, Mewith, Bentham. The Council noted that this application was granted by CDC on 25/05/2021

(ii) 2021/22528/VAR-Application for variation to Condition No. 2 (Approved Plans) is to enhance Swallow Facility and provide boot-room within the walls of existing side tank. (This tank space extends to 1500mm below ground floor level) on planning permission reference number 18/2016/17055 granted 25 October 2016: Water Treatment Works, Keasden Road, Clapham, Lancaster. The Council noted that this application was granted by CDC on 15/06/2021

c. Other planning issues and correspondence

None

10. Correspondence

a. Items of correspondence received prior to this meeting.

None not dealt with otherwise on the agenda.

b. Items of correspondence received too late to be circulated prior to this meeting.

Planning matters described at 9.a. (ii)-(iv) and 9.b. (ii)

11. Items of Information

None

12. Date of the next meeting

The date of the next meeting of the Parish Council was confirmed as Tuesday 27th July 2021 at 7.30pm. The meeting will be held at Clapham Village Hall

AONB Area of Outstanding Natural Beauty; CDC Craven District Council; NYCC North Yorkshire County Council