

# Clapham cum Newby Parish Council

Wednesday 21<sup>st</sup> June 2023

## MINUTES

**PRESENT:** Cllrs Ann Sheridan, Diane Elphinstone, Maria Farrer

**In Attendance:** Steven Culver (Parish Clerk and Responsible Financial Officer) and 2 members of the public

**1. To receive apologies:** Cllrs Colin Price & John Dawson

**2. Parishioners Participation**

i) Public Liability Insurance for the Church Fete. *The Clerk confirmed that the Council held Public Liability Insurance but that he would agree with the insurers that this would cover any incidents in the churchyard on the day in question.*

ii) Clapham Station Dog Waste. *It was **RESOLVED** that the Clerk should look to contact NYC to see if the introduction of the new Authority had made any change to the response previously received, and also to obtain costings for a contractor to empty a waste bin if the Council were to place one there.*

iii) Clapham Station Overbridge. *It was **RESOLVED** that the Clerk would contact Network Rail Community Relations regarding the state of the overbridge.*

iv) Austwick Pumping Station. *It was **RESOLVED** that the Clerk would send a request to the Environment Agency to test the water in the Wenning.*

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

**2.1 Disclosable Pecuniary Interest (DPI) and other interests in relation to items on this Agenda.** To be raised at the relevant point in the meeting.

**2.2 Requests for dispensations in connection with items on this Agenda.** None

**4. To confirm the minutes of the meeting held on 18<sup>th</sup> May 2023 as a true and fair record**

The Parish Council **RESOLVED** that the minutes of the meeting held on the 18<sup>th</sup> of May 2023 should be approved and signed by Cllr Sheridan as a true and accurate record.

**5. To receive the Police Report**

11 Incidents had been reported 16<sup>th</sup> May & 19<sup>th</sup> June Including 2 false Alarms, 1 abandoned Call and 2 message requests from other forces, otherwise.

19.05.23 – Suspect van – scrap vehicle – Clapham Road

20.05.23 – Highways disruption – Loose Horse – A65 – checked horse tethered

25.05.23 – Violence/safeguarding – joint partnership working

29.05.23 – Concern for walker – cave rescue

07.06.23 – Wildlife – Hen Harrier – tag signal stopped

14.06.23 – Civil dispute - Keasden

i) Questions for Assistant Chief Constable meeting 12<sup>th</sup> July 2023.

The Council **RESOLVED** that the Clerk should respond questioning why there was a PCSO recruitment freeze and also that Cllr Elphinstone would attend the meeting on behalf of the Council.

**6. Highways, Streetlight, Road Signage and Boundary Markers**

**6.1 To receive requests and decide further action on**

The Council **NOTED** the closure of Wenning Bank Clapham 6<sup>th</sup> August 08:00 – 16:00

**5.2 To receive updates and decide further action on outstanding issues** None

**7. To receive information on the following ongoing issues and decide further action where necessary:**

**6.1 Parish Maintenance Matters**

i) To consider whether any work should be assigned to independent contractors

a) Monument Review Clapham Closed Churchyard.

*As neither Cllr Price or Dawson were present this would be held over until the next meeting*

b) Oak Tree on Newby Green

*The Condition of the Oak Tree on Newby Green had been discussed. It was **NOTED** that it was not deemed necessary to “strap” the tree at the current point in time, however there could be no absolute guarantee that the noted crack would not split.*

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

The Council was **ADVISED** that Cllr Elphinstone had received notification of an individual who was prepared to supply defibrillator training at no charge.

### 6.3 Neighbourhood Planning

The Council was **ADVISED** that the the team were preparing a consultation response after being updated following the face to face sessions and the e’mail comments received. This will be available for agreement by the Council at the next PC meeting and would be sent to all councillors one week in advance to allow time to read.

6.4 Climate Emergency - The meetings of the sustainability Group are now bi-monthly and there had not been a meeting since the last PC meeting and as such there was no update to give.

### 8. To consider and decide upon the following planning applications

i) C/18/605A - Ingleborough Estate Nature Trail

Cllr Farrer declared an interest and as such the Council was not quorate to make any comments.

### 9. To receive the following planning decisions / information

i) Thwaites Lane – The Council **NOTED** the “Neutral Stance” adopted by NYC when forwarding to the Secretary of State.

ii) Great Harlow Lodges – The Council **RESOLVED** that the Clerk would forward the draft letter to Trevor Watson at NYC.

### 10. Financial Matters

9.1 The Council **RESOLVED** to authorise payments as follows:

i) WH Hartley *Closed Churchyard Grass Cutting April & May* - £385.00

ii) Bradford MDC (Ingleborough Hall) *Donation* - £50.00

iii) Cllr Farrer *Coronation Big Lunch Expenses* - £232.12

iv) North Yorkshire Council *Village Sign* - £175.87

9.2 The Council **NOTED** automated payments made until end May;

i) Standing Order for Clerks may Salary

iii) Bank Charges - £1.00

iv) DD in favour of nPower *April Electricity* - £16.43

9.3 The Council **RECEIVED** the detailed bank statements AND Bank Reconciliations as at 31<sup>st</sup> May 2023 of

HSBC1            £7,811.41

HSBC2            £12,743.37

Petty Cash        £10.00

9.5 To consider the Internal Audit Report received and agree on any actions to be taken as a result.

It was **RESOLVED** that the Council had no further comments to those made last month.

### 11. To receive and consider actions and decisions to be taken

10.1 Risk Assessment Review

The Council **RESOLVED** that this would be held over and reviewed next month.

10.2 To receive and respond to items of correspondence received prior to this meeting

i) Telephone Coverage in Clapham Village *No update at present Time*

ii) Laithbutts Lane Water Logging *No update at present Time*

iii) Market Cross Pointing. *It was **NOTED** that this had been completed by Cllr Dawson*

iii) Village Hall Committee Representative *It was **RESOLVED** that Cllr Price was the representative for this.*

10.3 To receive and respond to items of correspondence received too late for inclusion on this agenda

i) Parish Council Training Session - The Council **RESOLVED** that the Clerk should suggest items on Planning and Infrastructure (Waste Water) process and escalation

ii) Planning application 2023/24912/HH – *Wenning Hipping Single-storey rear extension and side log store (retrospective). Reconstruction of existing southern 2-storey extension and construction of new single-storey rear extension* - The Council had no comments to make but felt it was unfortunate that there were retrospective elements.

iii) YLCA request for local photos for their annual review – It was **RESOLVED** that the Clerk would contact the Newsletter group for pictures of the Platinum Jubilee celebrations

- iv) Yorkshire Dales Local plan. The Council **NOTED** that the *objection to further housing development in Austwick had been included, however given that Austwick PC have raised no objection this was not seen as a significant issue by YDNPA. It was **RESOLVED** that the idea of a joint session with The PCs of Austwick & Nentham and the Parish Meeting for Lawkland be considered at the next meeting.*
- v) Approval to purchase a new external hard-drive. The Council **RESOLVED** that the Clerk should take the current Laptop to “The MultiMedia Shop” in Burton in Lonsdale given its age and performance to gain their advice as to the best course of action for our IT assets.

**12.To notify the Clerk of matters for inclusion on the agenda of the next meeting – *No additional items advised***

**13. Employment Matters – *None***

**14. Parishioner Matters Arising –** Items not raised at start of the meeting but now relevant because of previous discussions. - *None*

**15.To confirm the date of the next meeting to be Wednesday 19<sup>th</sup> July 2023 at 7:30 p.m.**

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| <b>NYC</b>   | <b>North Yorkshire Council</b>                 |
| <b>SLCC</b>  | <b>Society of Local Council Clerks</b>         |
| <b>YDMT</b>  | <b>Yorkshire Dales Millennium Trust</b>        |
| <b>YDNPA</b> | <b>Yorkshire Dales National Park Authority</b> |
| <b>YLCA</b>  | <b>Yorkshire Local Councils Association</b>    |