

Clapham cum Newby Parish Council

Wednesday 13th December 2023

MINUTES

PRESENT: Cllrs John Dawson, Ann Sheridan, Maria Farrer, Diane Elphinstone

In Attendance: Steven Culver (Parish Clerk and Responsible Financial Officer), 1 representative of the Clapham Sustainability Group and 3 members of the public

Parishioners Participation

Items to be raised in item 8.1 of the agenda

1. **To receive apologies:** Cllr Price.

2. **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

3. **To confirm the minutes of the meeting held on 18th October 2023 as a true and fair record**

The Parish Council **RESOLVED** that the minutes of the meeting held on the 18th October 2023 should be approved and signed by Cllr Dawson as a true and accurate record.

4. **Action Point Review**

Meeting 20-Sep-23

- i) The Clerk to contact Network Rail querying the previous response to water logging on Lawsings Brow and to request tree trimming. **ONGOING** *The "maintenance manager" had been back to site and had continued to assert that the issue was as previously stated. It was suggested that the real issue here is that the gully beside the road is blocked and if this were cleared there would be no water on the road. Cllr Price will investigate historic documents he holds to see if the ownership of the land in question is detailed.*
- ii) The Clerk to contact Area 5 to ascertain what the road works at Wenning Bank were related to. **ONGOING** *Area 5 advised the roadworks would be complete by the end of November, however the guarding is still in place and the Clerk will now chase again. The guarding by the station was raised with Openreach (it appearing telephone cables in the hole) who after visiting twice declared it was not their hole but NW Electricity, the matter has now been raised with them and whilst the guarding barriers appear somewhat straighter there appears no actual movement to fill in the ditch as yet*
- iii) The Clerk to contact Martin Holroyd to obtain a quote for tree trimming in the closed churchyard **ONGOING** *Martin has been overseas for an extended period and an onsite meeting will be arranged upon his return.*
- xi) Cllr Dawson to look at the "tree" growing on the North side of the underpass to see what can be done **ONGOING.**

Meeting 18-Oct-23

- i) Both the Austwick and Clapham cum Newby Parish Clerks to contact YDNPA planning department expressing concerns with the proposed housing development in Austwick in light of the issues with AWWPS. **COMPLETE**
- ii) The Clerk to request the Highways agency instal a new "no tipping" sign be placed at the top of Cross Haw Lane **COMPLETE**
- iii) The Clerk to revert to the Highways agency as the recently patched culvert on black hill is collapsing again **COMPLETE.** The section has been re-surfaced although the dip looks to be returning already.
- iv) The Clerk to confirm with Passenger Transport any requirements for contractors to be able to bid for the work to repair the Bus Shelter at the Goat Gap. **COMPLETE** The contractor would require adequate 3rd party liability Insurance.
- v) Cllr Sheridan to forward electronic copies of backing documentation for the Neighbourhood plan to the Clerk for back up on the Laptop and the external hard-drive **ONGOING**
- vi) Cllr Sheridan to forward to the Clerk the names for individuals the Council would like to thank for their efforts in completing the Neighbourhood Plan **COMPLETE**
- vii) The Clerk to review best practice guidelines on reserve funding levels and look to amend the Precept submission to be no greater than a 10% increase in Council Tax bills.
- viii) The Council to contact the new owners of the New Inn as to their responsibilities regarding the land opposite the Pub in the New Year. **ONGOING**

5. To receive the Police Report

8 Incidents had been reported between 16th October & 9th December.

Suspect vehicles on Henbusk Lane – belonged to National Grid working in the area.

Concern for Safety Clapham Station – in order walker had lost phone.

Highway Disruption with Sheep on A65.

Concern for Welfare – joint partnership working.

Request from other force re suspect drink driver.

Violent Crime – joint partnership working.

6. Highways, Streetlight, Road Signage and Boundary Markers

6.1 To receive requests and decide further action on

i) The Clerk was asked to raise the issue of a sharp drop on Reeby's Lane as it enters the woods to the Highways agency.

6.2 To receive updates and decide further action on outstanding issues

Covered under Action point review.

7. Byways Open to All Traffic Update (BOATs)

Cllr Farrer reported back on the meeting held to discuss the potential BOAT on Cragg Lane Keasden held with Beth Brown from North Yorkshire Council. The Route from the Common to the Woods has historically been recorded as a Highway and as such that is how it is recorded. A suggestion from the Forest of Bowland is that if a BOAT is declared it may be possible to put in place a restriction that would prohibit motorised traffic. The Clerk is to contact Natural England to see if the amount of Peat on the Moor and also the Sphagnum moss could enable it to be classified as an SSSI.

Cllr Farrer had also heard unofficially that the Thwait Lane application appears to have significant errors in it which may well lead to it not being declared a BOAT. This was unearthed by the work that Peter Gould from Austwick had undertaken.

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

8.1 Parish Maintenance Matters

Ann Stewart Provided an update to the Council on the maintenance work that she has undertaken around Clapham village recently. This included weeding the village Hall Car Park, Monitoring the state of the Underpass, Upkeep of the Mafeking bridge seat by the CRO and also the telephone box. Ann had also undertaken the clearing of the ginnel from Riverside to Cross Haw Lane. Work on Brokken Bridge is now 90% complete but the section to Church Avenue still needs significant work

Ann raised the item within the Neighbourhood Plan that referenced a "recycling" centre and the Council **RESOLVED** to explore this in future meetings

The Council wished to minute their thanks to Ann for all her efforts which are hugely appreciated.

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

a) Platinum Toll Bar Wood – Queen Elizabeth II Memorial. *The Visitors welcome sign is in place and it is hoped that the granite boulder will be moved to site in the next week ready for the plaque to be attached.*

b) Goat Gap Bus Shelter Update – Cllr Dawson **ADVISED** that he had approached David Clarke (Mops & Mitres) who did not wish to give a robust quote but would undertake the work at a rate of £25 per hour + materials. It was **RESOLVED** that Cllr Dawson would revert to see if a full quote could be obtained and that the Clerk contact Andrew Cockett in Ingleton to see if he could provide a quote too.

c) Following the recent storm there had been significant "flooding" within Newby, thankfully only one property had suffered any ingress, however numerous villagers had approached the Clerk with suggestions of "leaky dams" on the relevant water courses and also whether anything could be done for the driveway to Newstead & Greenways as this was where the water that passed through the village had ended up despite there being a ditch for the purpose in front of the properties. The Council **RESOLVED** that it was actually the responsibility of the individual householders, however it was suggested that they may wish to contact the highways agency regarding water coming from Henbusk lane and whether they would divert it to the ditch and also speak to the landowners of the various watercourses regarding the potential to flood fields rather than the village.

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

Cllr Elphinstone had met with Lee Brayford who has provided a new template that can be used to complete the documentation where we can remove all sections that are not relevant. There will be “Anchor Groups” in Ingelton and Settle which we could link to.

Lee also advised that all new mobile handsets will contain satellite functionality by 2025 that will allow satellite calls to emergency services, as such the requirement for better mobile connectivity in the village may be a short-term requirement. It was **RESOLVED** that Cllrs Elphinstone & Sheridan would explore ideas for obtaining satellite connectivity for the village in the interim and report back to the next meeting.

8.3 Neighbourhood Planning

Cllr Sheridan **ADVISED** that the consultation period ends on 18th December at which point an examiner will then be appointed.

Letters of thanks from the Council will be delivered to the individuals who were involved with the plan throughout and the Council wished to minute their thanks for the efforts of; Cllr Sheridan, Anne-Marie Bond, Jill Gates, James Innerdale, Rob Klottrup & Ken Pearce

8.4 Climate Emergency

The sustainability group representative **ADVISED** that they had received shared prosperity fund grant funding for work to review on insulation and shared energy usage. They had also received grant funding from YDMT for the Curlew project that would allow farmers to be recompensed when they had allowed nests to remain undisturbed and for an Art project with Sarah Smith to visit local schools and countryside museums and ultimately be displayed in local churches. A successful Give and Take event had been held with very little surplus items requiring to be taken to the Household recycling centre. The Clapham group are members of the North Yorkshire Coalition group and are meeting to discuss the local transport plan consultation. An event had been held to build seed boxes for germination prior to the trees being moved to the tree nursery in due course (all seeds having been collected with 20 miles of Clapham).

9. To consider and decide upon the following planning applications

C/18/639 – Erection of an off-grid shed office for use by the homeowners, together with the installation of solar panels to the roof (Retrospective) at 3 Guidersbank.

The Council **RESOLVED** that it was very much in support of this sustainable development and the Clerk should respond on behalf of the Council accordingly.

10. To receive the following planning decisions / information None Received

11. Financial Matters

11.1 The Council **RESOLVED** to approve the following payments;

- i) W H Hartley *October Churchyard grass cutting* £165.00
- ii) WEL Medical *Defibrillator pads* - £139.02
- iii) Donation to Citizens Advice - £100
- iv) Donation to Settle Swimming Pool - £200

11.2 The Council **NOTED** automated payments made since last meeting;

- i) Standing Order for Clerks October & November Salaries
- ii) Bank Charges November & December - £10.00 & £11.00 *Respectively*
- iii) DD in favour of nPower *October Electricity* - £64.34

11.3 The Council **RECEIVED** the detailed bank statements as at 30th November 2023 of

HSBC1	£6,367.63
HSBC2	£12,838.61
Petty Cash	£10.00

11.4 The Council **RECEIVED** the Bank Reconciliations as at 31st October & 30th November 2023

11.5 The Council **RESOLVED** that the 2024/25 budget be set and a Total Expenditure of £9,714.59 and a Precept figure of £8,176.00 which equated to a 10% increase in Council Tax for a Band D equivalent.

12.To receive and consider actions and decisions to be taken:

12.1 To receive and respond to items of correspondence received prior to the meeting

- i) Potential Leasing of Land to Provide a Tree Nursery in Clapham Village.
The Clerk **ADVISED** that discussions were continuing with YDMT and Ingleborough Estate as to the terms of the lease. The suggestion at present is that YDMT act as a guarantor to remove any risk for the Council however this has to be approved by YDMT trustees. It was **RESOLVED** that the matter be brought back to the January meeting with a YDMT representative to confirm final arrangements and hopefully sign the lease at that meeting.
- ii) A request has been received to place a memorial plaque on the bench at the top of Cross Haw Lane for Jim Morphet, a local farmer who had died in 2022. It was **RESOLVED** that the Council supported the idea and were happy to assist in any manner.

12.2 To receive and respond to items of correspondence received too late for inclusion on the agenda.

- i) Parking by a resident in Newby on the verge by Greenways was now starting to cause damage to the verge. The Council **RESOLVED** that since the vehicle is not parked illegally there is nothing that can be done.
- ii) Planning Application ZA23/25567/TPO – Tree Pruning at Flying Horseshoe Caravan Site. The Council **RESOLVED** that the Clerk should respond in favour provided professional tree surgeons were used for the work.

13.To notify the Clerk of matters for inclusion on the agenda of the next meeting – No items raised

14. Employment Matters – The Council **RESOLVED** to approve the nationally agreed retrospective salary increase for the Clerk and to amend the Standing Order for his Salary accordingly and to also reinstate the PAYE payments to HMRC as now due.

15. Parishioner Matters Arising – Items not raised at start of the meeting but now relevant because of previous discussions. – The Clerk **ADVISED** that there had been posters placed on all notice boards advertising the survey regarding the Household Recycling centres, and Cllr Elphinstone advised that there was also a survey for anyone to complete from the North Yorkshire Police & Crime Commissioner that could be accessed from their website.

16.To confirm the dates for the meetings for calendar year 2024 as;

Wednesday 17th January	Wednesday 17th July
Wednesday 21st February	No meeting in August
Wednesday 20th March	Wednesday 18th September
Wednesday 17th April (APCM)	Wednesday 16th October
Wednesday 15th May (APM)	No meeting in November
Wednesday 19th June	Wednesday 11th December

Meetings to be held in Clapham Village Hall commencing at 7:30, The May (Annual Parish Meeting) to commence at 7:00.