

## Clapham cum Newby Parish Council

Wednesday 21<sup>st</sup> February 2024

### MINUTES

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

**In Attendance:** Steven Culver (Parish Clerk and Responsible Financial Officer), 1 representative of YDMT and 2 members of the public.

#### Parishioner Participation

Concern was raised as to the volume of mud that was appearing on the Clapham to Austwick road early on a Sunday morning. The item had been raised on the Clapham Facebook group and as such the Council **RESOLVED** to keep a watching brief on the matter.

1. **To receive apologies:** Jill Buckler.

#### 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. Clapham Community Tree Nursery (Cllr Farrer declared an interest in this item)

Michael Devlin from YDMT joined the meeting to discuss the concerns of the Council with regard to the leasing of the land for the tree nursery. The principle reason for this is that the grant funding that YDMT had obtained was to allow a "community group" to undertake the scheme and as such there was a requirement for a Clapham based group to take on the lease.

The concerns of the YDMT who would guarantee the "rent and repairs" elements was the fact that these were unspecified in the lease. It had been agreed that reinstatement liabilities to the landlord would be capped at £500, and the council agreed that a figure of £2,000 would be sufficient to cover any "repairs" elements that could arise in the 10 year period of the lease.

The clerk stated that there were a number of typos in the documents that he would flag to the landlords representative and 3 further points that need clarification / amendment

Clause 7 Common Items – *The Council's liability to be restricted to "reasonable" costs for maintenance or repair of the Accessway.*

Clause 8 Insurance – *The clerk to raise that the landlord would not unreasonably withhold approval to the Council's insurer.*

Clause 10.2.6 – *Topsoil and turf will be removed in the initial works and thus this clause should be removed.*

Further to these points it was **RESOLVED** that the council would undertake the signing of the lease when finalised.

#### 4. To confirm the minutes of the meeting held on 17<sup>th</sup> January 2024 as a true and fair record

The Parish Council **RESOLVED** that the minutes of the meeting held on the 17<sup>th</sup> January 2024 should be approved and signed by Cllr Price as a true and accurate record.

#### 5. Action Point Review - Updates on items not covered elsewhere on the agenda

##### **Meeting 20-Sep-23**

iii) **Churchyard Tree Trimming.** Martin Holroyd has undertaken the work **COMPLETE**

xi) **A65 Underpass.** 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**

v) **Neighbourhood Plan.** 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 **COMPLETE**

##### **Meeting 17-Jan-24**

i) **Water Logging on Lawsons Brow** Further correspondence had been received from Network Rail denying responsibility. Cllr Price produced an extract of a map showing how the building of the railway had necessitated the diversion of the road. A copy will be sent to the clerk to forward to Network Rail **ONGOING**

ii) **Land Opposite the New Inn** The Clerk has written to the owners (Stonegate) regarding their responsibilities for the area **COMPLETE**

iii) **Keasden Road Potholes** The Clerk had contacted Area 5 regarding potential resurfacing of the road with no response, however some potholes had been filled in. **COMPLETE**

iv) **Kex Gill Road Building.** The Clerk had forwarded letters to NYC, Julian Smith, Mark Harper **COMPLETE**

- x) **Keasden Notice Board.** Cllr Price advised that the notice board had been repaired and was ready for reinstatement once the weather had improved. **ONGOING**
- xiii) **Ingleborough Hall Sale.** The clerk had completed the Bradford Council Consultation. **COMPLETE**
- xv) **Closed Churchyard mowing.** The clerk had sent a letter of thanks to Bill Hartley. **COMPLETE**
- xvi) **Road Gritting.** The Clerk had contacted Area 5 regarding a suggestion to review the roads gritted in adverse weather conditions. **COMPLETE.**

## 6. To receive the Police Report

7 Individual Incidents had been reported between 15<sup>th</sup> January & 19<sup>th</sup> February.

Road Traffic Collision on B6480 in Snow & Ice

2x Concerns for missing walkers – both found safe and well

Road Traffic Collision with a Sheep at the Goat Gap

Road Related Offence (manner of driving) A65 – Section 59 Warning notice issued

Van Parked on Lowkber Lane Cold Cotes was broken in to nothing stolen

Other police force enquiry

## 7. Highways, Streetlight, Road Signage and Boundary Markers

### 7.1 To receive requests and decide further action on

- i) Concern was raised regarding the volume of leaf mulch on the footpath to the station. The Clerk **ADVISED** that this had already been reported by himself and Ann Stewart, and whilst both had received an initial registering of the e’mail no further response had been received to date.
- ii) It was reported that there was a blocked drain on Station Road near Crina Bottoms. It was **RESOLVED** that the Clerk would report this to Area 5.

### 7.2 To receive updates and decide further action on outstanding issues

- i) Works at Clapham Station. It is hoped that we will receive an update on these prior to our next meeting.
- ii) Works on Station Road. These are now scheduled to be undertaken on 27/28 February.

## 8. Byways Open to All Traffic Update (BOATs)

The Council had received a copy of a map from Lawkland Parish Meeting showing that Cragg Lane (High Brows Lane at the time) did not cross the Moor in 1821/1822. Cllr Farrer also had various OS maps from the past 150 years on which some had no trace of a route, others showed a path and others a track. Cllr Farrer also had copies of the General Commons agreement that references only footpaths or private carriage roads. The Council also viewed the definitive footpath map provided by North Yorkshire Council in 2007 on the wall in the meeting room which has no trace of any route to the junction with Keasden road as now suggested.

As such it was **RESOLVED** that the Clerk should respond to Beth Brown on the basis that the inconsistencies of the historical maps are representative of the changing nature of the use of the area, quarrying and peat cutting and as such there is no historical precedent of a public access road in existence

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

### 9.1 Parish Maintenance Matters

- i) To consider whether any work should be assigned to independent contractors *No items Raised*
- ii) Platinum Toll Bar Wood – The stone has been placed in the wood and the invoices for that and the “visitors welcome” sign had been received. Cllr Dawson advised that the plaque had been completed and would be added to the stone in the next week.
- iii) Goat Gap Bus Shelter Update – *The Clerk advised that he had met with Andrew Cockett who suggested battening and then covering inside and out with pressure treated tongue and groove. The Council **RESOLVED** that they were happy with this proposal and the Clerk should request the quote be prepared on that basis.*
- iv) Keasden Notice Board – Cllr Price advised that the board had been replaced and would be erected when the weather allowed
- v) Clapham Closed Churchyard Mowing – A quotation had been received from Matthew Holroyd to mow and strim all headstones at a cost of £100 per trim. Whilst Howard James had said he wished to quote he had not replied to Cllr Dawson regarding a meeting at the Churchyard and given that a mow may well be required in advance of the next meeting it was **RESOLVED** that the work be given to Matthew.

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

Cllr Elphinstone **ADVISED** that there were no updates to be given

### 9.3 Neighbourhood Planning

Cllr Sheridan **ADVISED** that 2 examiners had been proposed and it was now up to Peter Stockton to decide who to appoint.

### 9.4 Climate Emergency

The Sustainability Group representative was unable to attend due to illness but had sent the following update that was presented to the meeting.

‘Cry of the Curlew’ exhibition has now been formally opened in Hawes Countryside Museum before going on to Kirkby Malham and Clapham Churches . Later it will be in The Folly, Settle.

The group’s application for funding from the Dry Rigg Quarry Natural Environment Fund was successful. We will now be able to provide Swift boxes and pay for their installation. The locations are yet to be decided upon.

Despite being selected to receive funding for a feasibility study on the possibility of a shared community energy scheme and/or retro insulation as yet North Yorkshire Council have been unable to provide a relevant expert.

Through our links with the North Yorkshire Climate Coalition we stay informed with the ‘goings on’ and ensure the voices of local climate community groups are heard by NYC.

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

i) C/18/42B - Riverside View, Riverside, Clapham - conversion and alteration of garage to provide additional living accommodation ancillary to the main dwelling and siting of shepherd’s hut to form a home office. The Council raised no comments on the proposal.

### 11. To receive the following planning decisions / information (applications now beyond date for comment)

i) ZA24/25654/HH - Hill View, Cross Haw Lane, Clapham - Demolition of existing rear conservatory and outbuilding and construct new single storey rear extension together with porch to front entrance. The Council had no comments.

ii) ZA24/25650/FUL - Land Adjacent to Brock A Bank, Keasden - Creation of new field access. Cllr Price **ADVISED** that the access expressly stated it was purely for agricultural purposes as there was a belief this could have led to a building request.

iii) ZA24/25613/LBC - Wenning Hipping, Keasden Road, Keasden - Minor alterations and repair to former barn on south western gable of Wenning Hipping. The Council had no comments.

iv) ZA24/25677/FUL - Skylark, Woodgill Farm, Keasden Road - Proposed landscaping and exterior spaces The Clerk **ADVISED** that it had been requested that details be sent to additional neighbouring properties and the application had been flagged to FOB re potential dark skies concerns.

### 12.Financial Matters

12.1 The Council **RESOLVED** to approve the following payments

- i) Martin Holroyd – *Churchyard tree work* £80
- ii) iPrint – *“Visitors Welcome” sign for Toll Bar Wood* £20.16

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

- i) Standing Order for Clerks January Salary
- ii) Bank Charges January - £12.
- iii) DD in favour of nPower *January Electricity* - £81.15

12.3 The Council **RECEIVED** the detailed bank statements as at 31<sup>st</sup> January 2024 of

HSBC1	£5,141.37
HSBC2	£12,900.52
Petty Cash	£10.00

12.4 The Council **RECEIVED** the Bank Reconciliations as at 31<sup>st</sup> January 2024

12.5 The Council **RECEIVED** the Year-to- Date financial performance as at 31<sup>st</sup> January 2024 being £263.24 ahead of budget.

12.6 The Council **RESOLVED** that Cllr Elphinstone would become the 2<sup>nd</sup> signatory (after the Clerk) for all internet banking payments and that Cllr Dawson would deputise whenever required.

12.7 The Council **RECEIVED** the Asset review as at 21<sup>st</sup> February with a Gross value of £36,866 being no change from the previous year.

**13 To receive and consider actions and decisions to be taken:**

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

- i) Mobile Phone coverage in the village. Cllrs Elphinstone & Sheridan advised that they had enquired what Ingleton had done to improve reception for them and also had engaged with eth PCC regarding the potential to site a mast on the church tower.

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

- i) The Clerk advised that FOBAONB had responded to advise that they were able to increase funding to £1,500. It was thus **RESOLVED** that the project commence as soon as possible with an aim to having it completed this financial year.
- ii) It was **RESOLVED** that Cllr Dawson would undertake the response to the YDNPA consultation.
- iii) The Council **RESOLVED** to approve the payment of £74.40 to Robert Close for placing the stone in Platinum Toll Bar Wood.
- iv) The Clerk advised that HSBC had made an error in the payment to HMRC in February and despite an hour on the phone they were not going to be amending the payment. As such the council **RESOLVED** that the adjustments should be made by the clerk via internet banking directly in line with the schedule produced and approved.
- v) The Council **RESOLVED** that all future salary and HMRC payments would be made by direct payment rather than standing order due to a 20p fluctuation in tax due on a monthly basis.
- vi) Planning Application C/18/627A Big Barn, Newby Cote – Cllr Farrer declared an interest but the Council had no comment to make on the proposal.
- vii) The Council **RESOLVED** not to look to take up an “@gov.uk” e’mail address and domain due to the additional costs involved and the issues of transferring everything to a new site.
- viii) the Home to School Travel Policy Consultation
- ix) The Council **RESOLVED** to work with Ingleton Parish Council regarding D-Day 80 celebrations.
- x) The Council had no comment to make on NYC’s let’s talk food campaign
- xi) The Council had no comment to make on NYC’s One Thing Conversation
- xii) The Council **RESOLVED** that the Clerk should place a poster regarding the NYC Cost of Living support on the Clapham notice board.

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

**14. Employment Matters – None.**

**15. Parishioner Matters Arising None.**

**16.To confirm the dates for the next meeting as: Wednesday 20<sup>th</sup> March**

FOBAONB	Forest of Bowland Area of Outstanding Natural Beauty
YDMT	Yorkshire Dales Millenium Trust
YNDPA	Yorkshire Dales National Park Authority