

Minutes
Burton-in-Lonsdale Parish Council Meeting
7.30pm Thursday 24th September 2020

Convened under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020; 7/4/20- 7/5/21

Venue:

<https://us02web.zoom.us/j/88145096439?pwd=RTdoKytXS2hyOENUenBTZDBBSzNGdz09>; tiny url: <https://tinyurl.com/y2dsnlhw>

Present: Councillors Handley, Mason, Sedgwick, Shaw, Tate and Thompson (Chair);
County Councillor Ireton, 5 members of the public

In attendance: the Clerk.

36/2020 **Apologies and Reasons for Absence**

Apologies accepted from Cllr. Salrein.

37/2020 **Code of Conduct and Recording of Disclosable Pecuniary Interests**

To record Councillor's Disclosable Pecuniary Interests relating to this Agenda; changes since previous disclosure to Craven District Council

There were none.

38/2020 **Minutes and Matters Arising** of Full Council Meeting of 23 July 2020

Y.L.C.A. advised Minutes should be numbered starting numbering at each May Annual Meeting; e.g. 1/2020, continuing through the year, creating a sequence from 1 onward. The second number changes each year (i.e. in 2021, the Minute numbers would start at 1/2021). The Clerk offered to re-number the 2020 Minutes to include new numbering.

Resolved

The Clerk to re-number Minutes for meetings held in May, June and July 2020.

Resolved

The Minutes of the above meeting were accepted as an accurate record, with the following amendment to Minute /2020:

“Mr Gillibrand outlined reasons for making the request: he considers the Parish Council's Caution Against First Registration superfluous; he wishes to regularise his use of the gravelled area outside the property by registering the gravelled area as being included with his property, thereby claiming Adverse Possession.”

The Minutes to be signed after the meeting.

Resolved

To publish Minutes after approval at the following Full Council meeting.

39/2020 **Public Questions** or Statements: see attached conditions

There were no questions or statements.

40/2020 **Village Green**

Request by Harris Garth owners, Mr & Mrs Gillibrand, to re-examine the Parish Council's Caution Against First Registration of open land outside the Harris Garth boundary, adjacent to east side of Village Green; YLCA advice.

The Chairman explained for the benefit of the public the Council's Caution Against First Registration and outlined the YLCA advice, received 29th July 2020:

- Do reasons for Council's CAFR still hold? e.g. to preserve open space for community
- CAFR effective until cancelled, withdrawn, or qualifying estate is registered
- Council must not be pressured into action it does not wish to take
- Council can refuse request
- The Council should act in the best interests of both itself and its parishioners
- Perhaps Council may wish to gauge local opinion (parishioners) as to whether to have Caution lifted
- If Council cancels CAFR, anyone can apply for adverse possession, including Council
- If applying for adverse possession, legal advice to be sought
- Appears to be no good reason to move to do this at the moment

Cllr. Mason proposed, seconded Cllr. Handley, and

Resolved

The Council retains its Caution Against First Registration relating to the open land outside the Harris Garth boundary and adjacent to the east side of the Village Green.

5 votes in favour, 1 abstention.

Mr. Gillibrand thanked Councillors for their time, suggesting he may discuss the matter further with the Chairman.

Four members of the public left the meeting (approx 8.20pm)

41/2020 Reports

a) Police

A report has been received of local incidents:

26.07.20 – Concern for safety – joint partnership working

14.08.20 & 16.08.20 - X2 – Abandon Vehicle – Track to All Saints Vicarage - owner requested to remove

15.08.20 – RTC – single vehicle in another force – request check

15.09.20 – Safeguarding placement

16.09.20 – X2 – concern for welfare – checked in order – joint partnership working

Councillors noted PC McClurg has transferred to a different role, working from Skipton, and thanked him for his work on behalf of Burton community.

Cllr. Ireton noted the closure of Ingleton police station is still under review.

b) North Yorkshire County Councillor

Cllr. Ireton reported COVID-19 positive diagnosis numbers are increasing in Craven District (equivalent to 66 per 100,000; 6 at Craven College, 1 in the locality). Leck Primary School has closed temporarily.

Unitary Authority proposals: discussion & comments to forward to NYCC and CDC

Cllr. Ireton gave his opinion that a single unitary North Yorkshire authority would be too large and clumsy; local committees have already been lost. Smaller authorities, closer to where they operate (particularly re highways and planning matters) would be more effective.

Cllr. Handley (as a District Councillor) agreed smaller authority areas are preferable, as local knowledge indispensable.

Cllr. Thompson attended a virtual meeting convened by the NYCC Leader for Parish Councillors/Clerks to discuss the proposals, what should be changed or stay the same. Overall, planning could be organised in to 6 “area committees”, with the unitary councillors elected on to the committees by area and making decisions for that area. Burton in Lonsdale would be included in the Skipton & Ripon Area (the same area as the Parliamentary Constituency area)

Resolved

The Parish Council await firm proposals to emerge, then offer comments.

County Councillor Allowance funding

Cllr. Ireton offered funding for the Church Clock refurbishment. (see Minute 42/2020 below).

Grit Bin at Chapel Lane/Low Street junction

NYCC has confirmed a new bin will be supplied shortly, and will be sited just south of the resident’s gas supply pipe. (Minute 29/2020, July 2020).

c) Craven District Councillors

Planning Matters:

- i. Draft Affordable Housing Supplementary Planning Document: discussion and comments to forward to CDC

The Chairman explained the document is a proposal to get additional affordable housing on to the Local Plan (pg 59 of document).

Resolved

No comment to be submitted.

The Chairman told the meeting he has encouraged the former Primary School site developer to liaise with Craven District Council in order to deliver up to 4 affordable housing units (out of a proposal for 12 houses).

One member of the public left the meeting (8.37pm)

- ii. Planning Applications

2020/21895/HH and 2020/21896/LBC 2020/2189 Frounts Cottage, Duke Street, LA6 3LG; Demolish existing outbuildings; replace with single storey extension, replacement of roof section to the rear of the property, new slates of appropriate colour and sizes; replacement timber sash windows.

Resolved

There were no comments to be made.

2020/21962/TCA 11 High Street Burton In Lonsdale Carnforth LA6 3JU; T1 Silver Birch - Reduce height of crown by 25%

Resolved

There were no comments to be made.

- iii. Planning Decisions noted:

2020/21669/CND Richard Thornton Lodge A687 Burton In Lonsdale LA6 3JZ; Application to discharge condition no. 3 (Tree Protection Measures) and no. 4 (Window and Door Details) of planning permission referenced 2019/20873/FUL granted 14 February 2020; DOC satisfactory

Tree Works Approved:

2020/21779/TCA; 2 High Street, LA6 3JU T1
2020/21746/TCA; Adelaide House 22 Low St LA6 3LF
2020/21707/TCA Fell House 22 High Street LA6 3JU
2020/21648/TCA 16 Manor Close LA6 3NE
2020/21611/TCA Beech House 35 High Street LA6 3JP

d) Clerk

- i. Site of former public telephone box: plan drawing; ownership
The Clerk has discussed the matter with the owner of Bull Farm, the adjacent property and drawn up a sketch plan of the site; now awaiting agreement of the sketch plan by the owner of the adjacent property. In the meantime, photographs have been taken for the record. Enquiries as to ownership of land on-going.
- ii. YLCA: advice re numbering of Minutes: see above.
- iii. Correspondence
There were no urgent items; items from YLCA, NALC, SLCC, CDC, NYCC, residents, etc.

42/2020 Finance Matters

- a) Bank balances, including receipts since statement date
The Clerk reported the bank balances as per the below Appendix

- b) Approval of payments of budgeted and non budgeted items

Resolved

To pay the items listed below:

Payments July 2020 (after meeting)

2446	J Hartley & Sons: grass cutting June 2020	744.00
	G Noglik: pavilion booking deposit refund	
2447	(cancellation)	40.00

Payments August 2020

2448	C Edmondson: pavilion cleaning July 2020	30.00
2449	Yorkshire Internal Audit Services (re ye 31.03.20)	290.00
2450	S Dent (grass cutting, Orchard)	66.00
D/D	Octopus Energy: pavilion power supply July 2020	11.09
2451	J Hartley & Sons: grass cutting July 2020	780.00
2452	S Gregory: salary August, expenses	191.44
2453	Hags-Smp Ltd (paint for play equipment)	36.00
2454	C Edmondson: pavilion cleaning August 2020	30.00
2455	Burton in Lonsdale P.C.C. re clock	2500.00
2456	Business Stream (pavilion water May-Aug 2020)	61.42

Payments September 2020

2457	S Dent (grass cutting, Orchard)	76.00
2458	YLCA re risk assessment training	5.00
2459	J Lawson Electrical Ltd (replacement LED, pavilion)	65.02
2460	I R Thompson: ZOOM subscription Aug, Sep 2020	28.78
2461	Gregory & Company: broadband service Sep qtr 2020	42.00
2462	S Gregory (Sep salary, expenses)	347.03
2463	HMRC re PAYE Jul, Aug, Sep 2020)	142.40

2464	C Edmondson (pavilion cleaning Sep 2020)	40.00
2465	Jon Oliver Arboriculture (Riverside Land tree survey)	250.00

Cllr. Thompson explained the payment relating to Burton in Lonsdale P.C.C. was made under the 1957 Act; however this is over-ridden by the 1894 Local Government Act provision regarding payments to the Church. The risk assessment regarding this payment will be presented at the November 2020 Finance Committee meeting, bearing in mind there has never been a prosecution against a payment to repair a Church clock, viewed as a public clock.

43/2020 Parish Councillor Reports

- a) Village Hall Committee: request: the Parish Council submits a planning application for the proposed extension to the Village Hall on its behalf
Cllr. Salrein has indicated she does not agree with the plans as she considers there is a more cost effective means of making changes to the Village Hall.

The Chairman explained the request has come directly from the Village Hall Committee Chairman, who has confirmed the VH Committee will pay the fee.

Resolved

The Parish Council will review the plans, and if in agreement with the plans, will submit the planning application on the VH Committee's behalf, as it is a community project.

- b) Bentham Common Lands Charity

The Chairman reported some trees on Mill Hill have been felled (including dead/dying ash trees).

- c) Woodland Trust

A resident reported (via the Clerk) that an ash tree near the Greta Wood entrance shed a branch just in front of him during the last fortnight.

Resolved

To report the matter to the Woodland Trust.

- d) Local Footpath Volunteers

The stile at the bottom of Barnoldswick Lane has been repaired.

The Clerk reported the stile at Manor Close missing bottom step and requires repair; it has been reported to the LFPV.

44/2020 Recreation Committee

- a) Grounds and Outdoor Equipment

- i. Inspection reports

The annual safety inspection highlighted a number of minor items requiring attention, most of which have been dealt with by M. Illsley, for which the Council is most appreciative.

The MUGA requires the most work, started earlier this year, and stalling when the pandemic began. As volunteers are doing the work, a completion date is not yet decided.

- ii. Maintenance

- Approval of field drainage and front entrance works expenditure

The Chairman explained the south east corner of the Recreation Field is prone to being water-logged, which impacts on the playability of the football pitch. A recommendation for work to be undertaken has been

received, together with a preliminary estimate. Additional work to the front entrance to the field has also been suggested, to deflect water coming downhill from going into the car park. Cllr. Sedgwick offered to help with suitable machinery, in order to minimise costs for which he was thanked.

Resolved

To get further quotes for work from local contractors. Cllr. Thompson to liaise with local contractor(s) and Cllr. Sedgwick.

Storage Unit

Cllr. Thompson is seeking confirmation that planning permission is not required for the proposed storage unit to be placed behind the Pavilion, next to the roadside wall. This will store the portable junior and adult goal posts, and archery equipment.

b) Pavilion: report re bookings, maintenance and cleaning

Bookings are almost non-existent, due in part to COVID restrictions and the storage of portable junior football goals in the Social Room.

However, there are now regular bookings by Caton Terriers, a junior football club, operating under strict Football Association club guidelines (incidentally, being updated this week, to reduce numbers of spectators).

Approval of expenditures for hot water system upgrade: previously approved; ground works: awaiting further quotes (see above).

45/2020 Maintenance Reports

a) Village Green, including War Memorial

The Pals with Trowels group will be doing winter planting very shortly; the Council is most appreciative of their efforts.

Cllr. Tate raised the matter of a commemorative rowan tree offered by the World War One Group; it may be appropriate to plant it on the Riverside Land, once a space has been cleared (see below).

b) Riverside Land: tree survey report; action to be taken

The survey report was received just before this meeting; there appear to be just 2 trees requiring urgent action (felling); however, there are also a significant number of trees in only 'fair' condition, some of which are a medium priority for treatment.

Resolved

Cllr. Mason and Clerk get quotes for best price to remove the trees requiring urgent attention (up to 4 trees) and to appoint a contractor. Max budget £1,500.

c) Very Old and Separate Churchyard

The annual safety check is due: Cllrs Tate and Thompson will action shortly.

d) Street Lighting: nothing to report.

e) Public benches

The 'Miss Mawson' bench next to the War Memorial is in need of re-vernishing; the bench at Ireby Road/A687 junction (the Pointer), requires some remedial joinery work.

Cllr. Sedgwick offered one of his barns to store the benches whilst doing the necessary work.

Resolved

To contact resident near the War Memorial who has previously offered to do maintenance work on the Village Green; to arrange for repairs to the Ireby Road bench.

46/2020 Items to be included by Clerk in press release

There were none.

47/2020 Date, time & venue next monthly Full Council & Recreation Committee meetings

Resolved

The following dates for meetings:

Recreation Committee Meeting 22nd October 2020, 7.30pm

Finance Committee Meeting 19th November 2020, 7.30pm

Full Council Meeting 26th November 2020, 7.30pm

The meeting closed at 9.30pm.

Signed

Dated



Appendix

Financial Statement September 2020

Bank Balances, including receipts

Current Account at 15.09.20	300.00
Business Reserve A/c at 15.09.20	<u>36,658.09</u>
	36,958.09

Receipts 15 July to 15 September 2020	<u>160.31</u>
Interest (August)	0.31
M Woolnough	80.00
Caton Terriers FC	80.00
Less: unpresented cheques at 15 Sep 2020	<u>-810.00</u>
	36,148.09

Commitments as at 15th September 2020

Contingency Fund (raised to £5000 per resolution 12/11/18)	5,000.00
Very Old and Separate Churchyard:	
Lych Gate Restoration grant	200.00
Safety Notice, memorials (400) & 190	552.75
Clerk's Retirement Gratuity provn (3% gross annual salary) (ye 2018 2225.70; ye 2019 2297.51)	2,380.29
Village Cricket & Sports Days surplus (2017-2019) for future events	346.22
Riverside Land fund (from lease income)	823.00
VE Day Commemoration Group re 75th anniversary	400.00
Pavilion hot water system upgrade	1,870.00
Rural Watch Scheme	200.00
Budget remaining as at report date	<u>9,051.20</u>
	20,823.46

General Reserves at 28.09.20 15,324.63