

# CLAPHAM CUM NEWBY PARISH COUNCIL

TUESDAY 24<sup>TH</sup> FEBRUARY

## MINUTES

**PRESENT:** Cllrs Colin Price (Chairman), John Dawson (Vice Chairman), Paul Bratt, Diane Elphinstone, Gerald Kay and Ann Sheridan

**IN ATTENDANCE:** Ms Gillian Muir (Parish Clerk & Responsible Financial Officer) and 6 members of the public

**Not in attendance:** Cllrs Ireton and Lis, PC Fryer

### **PUBLIC PARTICIPATION**

The following matters were raised: a gas pipeline marker near Station Road crossroads has been damaged. The Clerk will report this to the relevant organisation. A job description for the caretaker was requested. All requests for the caretaker must be made through the Clerk. It was confirmed that leaves cleared from pathways could be taken to Bleak Bank Farm for disposal. Other locations for disposal within the village were discussed. The missing gate at the north end of Clapham underpass reportedly belongs to NYCC Highways.

**1. Apologies for Absence:** None

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

- a. Councillors did not record any Disclosable Pecuniary Interests (DPI) in relation to items on this Agenda.
- b. No requests were made for DPI dispensations in connection with items on this Agenda.

### **3. The Police Report**

The Chairman, Cllrs Dawson, Elphinstone, Sheridan and other local parish council representatives attended a meeting with the Police and Crime Commissioner (PCC) for North Yorkshire to discuss policing in the local area. Various topics were discussed including the Country Watch initiative, progress of local investigations, effectiveness of middle management in the police service, and the impact that reduced Government funding will have on police officer numbers.

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

- a. Requests for action on highways, streetlights, road signage and boundary markers  
Potholes at Bleak Bank Farm and Crooklands will be reported.

b. Updates and further action on outstanding issues

NYCC Highways has ordered repairs for the pot hole near Keasden Crossroads, the section of road outside the Temperance Hall and blocked drain at Clapham Station. The weight limit sign near Keasden Crossroads will be replaced and the flooded section of road near Calterber Bridge will be excavated. Local Estate Agents will again be asked to remove their signage from road verges.

The Clerk will liaise with NYCC Highways re ownership of the gate at Clapham underpass, CDC regarding the re-installation of the Station Road Street Sign and Network Rail to further discuss painting the footbridge at Clapham Station and railway bridge over Station Road.

Works to strengthen viaduct should be finished in May 2015.

### **5. Minutes of the previous meeting**

Council **RESOLVED** that Minutes of the Clapham cum Newby Parish Council meetings held on 27<sup>th</sup> January 2015 should be approved and signed by Cllr Price, Chairman, as a true and accurate record. There were no matters arising not already covered in the Agenda.

### **6. Ongoing Issues**

#### **6.1 Installation of the new fingerpost sign at Clapham Station**

The new sign should be installed this week.

#### **6.2 Development of the Old Mercedes Garage site – there were no updates**

#### **6.3 Parish Maintenance Matters**

- a. The Clerk has contacted YDNPA again to request that the Woodland Officers inspect the holly bush on the east embankment of St James Churchyard.

Grass cutting in St James churchyard was discussed. Although permission has been given to use the mower

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belonging to the Parochial Church Council, a local resident has expressed an interest in cutting the grass using his own equipment.

It was RESOLVED that at least 2 quotes should be obtained from interested parties for the 2015 grass cutting contract.

**b. Appointment of a new lengthsman, the job description/task list and budget**

After due consideration, Council RESOLVED that the position of lengthsman will be offered to Peter Everson. Cllr Dawson will liaise with Mr Everson regarding the task list, obtain copies of the relevant insurances and confirm the rate of pay. It was noted that the amenities budget for 2015-16 is £2056.

**c. Allocation of the Forest of Bowland AONB grant**

A quote for guttering works near Keasden Church has been received from Robert Close.

It was RESOLVED that 2 more quotes should be obtained for the works. The Chairman will contact prospective contractors.

Thanks to Cllr Ireton, CDC has provided free advice and stated that no advertising consent is required to install a parish notice board at Clapham Station. The Clerk will contact the landowner to request their permission to locate the notice board on their land.

A member of the public left the meeting.

**6.4 Provision of Hyperfast Broadband**

Cllr Sheridan reported that B4RN has approved the fibre network routes and thanked Simon Peach and Ian Jones for the hard work they have put into this. Dates for digging trenches will soon be arranged. A meeting will take place on 14<sup>th</sup> March to increase awareness of the project in Newby.

**6.5 Development of the village shop as a community enterprise**

Council noted that Clapham Community Shop Ltd has recruited a full time shop manager, is busy training volunteers and carrying out refurbishments works in preparation for opening in March. An interview with the post office will take place on 5<sup>th</sup> March.

**7. Meeting with the Police and Crime Commissioner for North Yorkshire**

Please refer to item 3 for a report.

**8. The Ornamental Drinking Fountain**

The Executors of Ingleborough Estate are supportive in principle to re-instating a water supply to the ornamental drinking fountain either via mains water or Clapham Beck. Members discussed the cost effectiveness of each option.

Council RESOLVED to investigate the cost of sourcing water from Clapham Beck via a solar pump. The Clerk will contact 3 local contractors to obtain estimates.

**9. Webpage development**

It is hoped that Clapham Development Association will formally give permission for the parish council to develop a page on its website, [www.claphamyorkshire.org.uk](http://www.claphamyorkshire.org.uk), at their meeting in March. In the meantime, the Clerk will liaise with the website administrator to make preparations.

**10. Temporary road closure for the Clapham Street Fair**

Council RESOLVED to support an application from the Parochial Church Council for a temporary road closure on Saturday 25th July 2015 for Clapham Street Fair.

**11. Development of a Community Emergency Plan (CEP)**

Cllr Elphinstone will be attending a community resilience event run by RAY to aid the development of a CEP. The details of the plan were discussed including the creation of an emergency box, the need for a meeting point and development of a communication tree.

RESOLVED that an article should be written for the Clapham News asking for volunteers to be a point of contact (part of the communication tree).

**12. Annual Parish Meeting**

**a. Arrangements for the Annual Parish Meeting (APM)**

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Groups attending the APM include Clapham Community Shop Ltd, Clapham Hyperfast, the Parochial Church Council, Play Park, Sustainability Group, CDA and Mother and Todder Group. The Cave Rescue Organisation, village hall committee and McConnell Homes Ltd have also been invited as will Brian Rycroft from Ingham and Yorke representing Ingleborough Estate.

b. The agenda for the Annual Parish Meeting

The draft agenda for the APM was approved. It was agreed to highlight the organisations attending and list the order in which they will be invited to speak.

**13. Annual Meeting of the Parish Council**

a. RESOLVED that the date of the Annual Meeting of Clapham cum Newby Parish Council (LGA 1972, Section 15) would be 26<sup>th</sup> May 2015

b. After a slight amendment, the agenda for the Annual Meeting of Clapham cum Newby Parish Council was approved.

**14. Finance**

a. Council **RESOLVED** to pay accounts as detailed in the financial statement for February 2015. These include:

- Room hire – Clapham Village Hall
- Donation to Citizens Advice Bureau under LGA 1972 S142 (2A)
- Clerks expenses - Gillian Muir

Council RESOLVED not to approve payment for Horton Landscaping Ltd until relevant invoices had been received.

b. Statement of accounts (HSBC 1 and HSBC 2) for the Parish Council were reviewed and approved.

c. The effectiveness of internal audit procedures including financial risk management and budgeting were reviewed and approved.

d. The financial value of the asset register was agreed. It was noted that the base of the market cross required maintenance.

e. Arrangements for the annual safety inspection of memorials within the closed churchyard of St James', Clapham will be agreed once the site has been cleared of equipment associated with recent restoration works.

**15. Planning**

a. Applications:

1. 18/2015/15403 Construction of sun room extension to the rear with associated alterations to existing patio area, Sunart, Cross Haw Lane, Clapham. Council was supportive of this application.

2. 18/2015/15415 Extension of existing agricultural building, Tewitt Hall Farm, Newby. Council was supportive of this application.

b. Decisions

1. C/18/622 Full planning permission for partial demolition of existing curtilage building and rebuild to create studio workshop and ancillary accommodation, 4 Gildersbank, Clapham. Awaiting decision.

2. C/18/622A/LB Listed building consent for partial demolition of existing curtilage building and rebuild to create studio workshop and ancillary accommodation, 4 Gildersbank, Clapham. Awaiting decision

3. C/18/65P: full planning permission for erection of two bedroomed bungalow, Old Mason's Yard, Clapham. Awaiting decision.

4. 18/2015/15338 New highway access and revised layout to approved application 18/2014/14488 (Change of use from touring caravans, caravan storage and holiday cottages to holiday static caravans and lodges), Flying Horseshoe Caravan Site, Station Road, Clapham. Approved.

5. 18/2015/15355 Conversion of existing garage building (former barn) to form auxiliary accommodation to Tenter Hill House, Newby. Withdrawn.

c. Planning correspondence

18/2014/14945 The Old Dairy Mewith: the Clerk has written to the Development Control Manager at CDC to express Council's disappointment that the Chairman of the Planning Committee chose not to review this application when concerns had been raised by residents of neighbouring properties and the parish council. RESOLVED that the Clerk should re-write to Development Control Manager at CDC to highlight that the owner has put the property on the market even though planning conditions relating to demolition of the larger

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agricultural building has not yet been fulfilled.

**16. Correspondence**

- a. Receive and respond to items on the current circulation list not otherwise covered in this Agenda.
  - 1. The response from Julian Smith MP regarding the future of the universal postal service was noted.
  - 2. European Recycling Company Ltd: Clothing and Shoe Recycling Collection Bank, Yorkshire Dales National Park Car Park, Clapham: the parish council is supportive of the installation of a clothing and shoe recycling collection bank in the car park.
  - 3. YDNPA: the council will respond to the consultation on parish forums aimed at improving communication between parish councils and the National Park.
- b. Receive and respond to items of correspondence received too late to be circulated prior to this meeting.
  - 1. C/18/140B/LB listed building consent for provision of en-suite bathroom, Fall View, Clapham. Council was supportive of this application.

**17. Receipt of Other Information**

- a. An enquiry re the future of Diner 65 – the Clerk will write to the owners of the diner in due course.
- b. Old parish council filing cabinet – the Chairman will discuss the removal of the filing cabinet from the church vestry with the vicar.

**18. Private Session**

Council RESOLVED to exclude the public and press from this part of the meeting to discuss employment issues. The remaining members of the public left the meeting. Confidential minutes of this item will be filed separately.

**19. Date of the next meeting of Clapham cum Newby Parish Council**

**RESOLVED** that the next meeting will be held on Tuesday 24<sup>th</sup> March 2015, 7.30pm at Clapham Village Hall.

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