

## CLAPHAM CUM NEWBY PARISH COUNCIL

TUESDAY 24<sup>TH</sup> MARCH 2015

### MINUTES

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

**IN ATTENDANCE:** Cllrs Ireton and Lis, Ms Gillian Muir (Parish Clerk & Responsible Financial Officer) and 10 members of the public

**NOT IN ATTENDANCE:** PC Fryer

**PUBLIC PARTICIPATION:** None

**1. Apologies for Absence:** Cllr Gerald Kay

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

a. Requests for action on highways, streetlights, road signage and boundary markers

Fly tipping on the moor by Keasden Church will be reported to CDC.

The pillars on the bridge by St James Church have been nudged by wagons due to tight turning circle caused by cars parked at junction. Ingleborough Estate will look into this further.

b. To receive updates and decide further action on outstanding issues

Larger potholes on the Old Road between Bleak Bank Farm and Crooklands have been repaired and the weight limit sign near Keasden Crossroads has been replaced. NYCC Highways will check ownership of the missing gate at Clapham underpass.

CDC has clarified that, contrary to the parish council's wishes, a new Station Road sign will be installed on the wall opposite Bridge Cottage.

Network Rail has stated the footbridge in Clapham Station and the road bridge over Station Road are unlikely to be re-painted prior to 2016 when a new rail franchiser will be operating. The Clerk will request that the road bridge is painted before then as this is the responsibility of Network Rail not the franchiser.

The damaged concrete gas pipeline post on Station Road has been reported to the National Grid.

**4. Minutes of the previous meeting**

Council **RESOLVED** that Minutes of the Clapham cum Newby Parish Council meetings held on 24<sup>th</sup> February 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.

**5. Parish Maintenance Matters**

a. Parish Caretaker: Peter Everson has agreed to be the new Parish Caretaker from 1<sup>st</sup> April 2015. His insurance documents will be forwarded to the Clerk. Once these documents have been received, Cllr Dawson will liaise with the caretaker regarding the task list.

YDNPA has inspected the holly bush on the east embankment at St James Churchyard and concluded there is no risk to the wall. The attached ivy could be removed and the crown of the holly bush could be tidied up. Permission would be needed from YDNPA for any work done to the crown.

b. Grass cutting at St James' Churchyard: Horton Landscaping Ltd and J Hartley and Sons estimated the cost of 14 cuts plus strimming would cost £870 plus VAT and £616 plus VAT respectively.

**RESOLVED** that J. Hartley and Son should carry out the grass cutting in the churchyard from April to October 2015.

c. The Forest of Bowland AONB grant

The AONB has allocated another £1400 to the council for maintenance works in the AONB side of the parish. The Clerk will write to the AONB thanking them for their kind donation.

AONB	Area of Outstanding Natural Beauty
CDC	Craven District Council
NYCC	North Yorkshire County Council
SLCC	Society of Local Council Clerks
YDNPA	Yorkshire Dales National Park Authority

- (i) Drainage improvements at Keasden Church - 3 local firms were invited to submit estimates for works to improve drainage at Keasden Church car parking area. Robert Close and Harrison provided estimates of £1638 plus VAT and £1375 plus VAT respectively. Council considered each quote both of which involved the installation of drainage pipes. It was concluded that the higher estimate from Robert Close was due to the use of clean slate to cover the pipe. This is a good quality material and is the likely reason for the higher cost of this estimate.  
After some deliberation it was RESOLVED that Robert Close should carry out the work as this quote provided the best value for money.  
Ingleborough Estate has given its permission for the works to go ahead. The parish council noted but does not share the concern of NYCC Highways that a drainage pipe would become blocked by silt leading to carriageway flooding for which it would be liable.
- (ii) Notice Board for Clapham Station – the Clerk has written to the owner of Farrer Lodge to request permission to install the notice board on land adjacent to the post box.

## 6. Development of a parish council webpage

Council decided that there should be a suite of three simple pages on the Clapham Yorkshire website:

1. A council page - including the councils aims and/or councillors contact details and register of interests
2. A notice/news page - to give notice of meetings etc
3. A documents page - including folders for Agendas, Minutes, accounts, asset register and policies.

There would be a prominent link to the Council's pages from the front page of the Clapham web-site. This work would be done by the website administrator for which there is an estimated set cost £75 set up and £50 a year thereafter to allow for regular document updates.

RESOLVED to authorise the format and accept the estimated costs outlined above.

## 7. Community Emergency Plan

Cllr Elphinstone is meeting with the Emergency Planning Officer at NYCC to go discuss the plan in more detail. It was noted that the council could apply for 3 x £250 grants from Rural Action Yorkshire for emergency equipment, the deadline for which is the end of April. Cllr Elphinstone will find out more about the costs and requirements of purchasing a defibrillator.

## 8. Finance

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

- Room hire – Clapham Village Hall
- Grass cutting at St James Churchyard for May & June 2014 – Horton Landscaping Ltd
- Clerks expenses - Gillian Muir

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

c. The item on insurance cover was held over to the April meeting.

d. RESOLVED to authorise changes to the standing order for the Clerk's salary as per the resolution made under minute 18 of the meeting held on 24<sup>th</sup> February 2015. The Clerk's standard monthly expenses for working from home will also be added to this standing order.

A letter to HSBC bank was duly signed by 2 councillors authorising this change.

e. RESOLVED to approve changes to mileage rates from April 2015 from 65p per mile to 45p per mile  
f. The Chairman and Cllr Kay will make arrangements for the annual safety inspection of memorials within the closed churchyard of St James', Clapham

g. A request was made from Scandimoot for a donation towards its annual event that promotes Swedish and Norwegian traditional music. The event involves approximately 100 local people and visitors, makes use of the village hall and Ingleborough hall, involves the school and the church and injects an estimated £2800 into the local economy.

RESOLVED to approve a donation of £50 to Scandimoot.

h. It was noted that the cost of electricity for street lighting will increase from £41 to £51 per quarter.

## 9. Planning

a. Applications:

1. C/18/101H/LB listed building consent for restoration of Reginald Farrer's pond and rockery, Shamba, Clapham. Council supported this application.

AONB	Area of Outstanding Natural Beauty
CDC	Craven District Council
NYCC	North Yorkshire County Council
SLCC	Society of Local Council Clerks
YDNPA	Yorkshire Dales National Park Authority

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. C/18/140B/LB listed building consent for provision of en-suite bathroom, Fall View, Clapham. Awaiting decision
5. 18/2015/15403 Construction of sun room extension to the rear with associated alterations to existing patio area, Sunart, Cross Haw Lane, Clapham. Approved.
6. 18/2015/15415 Extension of existing agricultural building, Tewitt Hall Farm, Newby. Approved.

c. Other planning issues and correspondence

1. Public consultation - Housing Policy & Infrastructure Plan - Yorkshire Dales National Park Local Plan 2015-2030. Cllr Dawson will review the consultation and report back at the April meeting.
2. 18/2014/14945 The Old Dairy Mewith  
Members raised concerns that planning conditions were not being met regarding the demolition of certain structures.  
RESOLVED that the Clerk should report these concerns to CDC planning enforcement team.

**10. Correspondence**

- a. Items on the current circulation list not otherwise covered in this Agenda – none.
- b. Items of correspondence received too late to be circulated prior to this meeting.

1. NYCC Highways changes to grass cutting service: consultation

It was RESOLVED that the parish council will not be undertaking additional highways related urban grass cutting and so would not require the deferred payment from NYCC to support any extra costs.

**11. Receipt of Other Information**

- a. Enquiry re the future of Diner 65 – this item was held over to the April meeting.
- b. Clapham Community Shop opening event 28<sup>th</sup> March 2015 invitation – all councillors expressed an interest in attending.

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

RESOLVED that the next meeting will be held on Tuesday 28<sup>th</sup> April 2015, 7.30pm at Clapham Village Hall.

AONB	Area of Outstanding Natural Beauty
CDC	Craven District Council
NYCC	North Yorkshire County Council
SLCC	Society of Local Council Clerks
YDNPA	Yorkshire Dales National Park Authority