

## Clapham cum Newby Parish Council

Wednesday 19<sup>th</sup> July 2023

### MINUTES

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

**In Attendance:** Steven Culver (Parish Clerk and Responsible Financial Officer) and 2 members of the public

#### Parishioners Participation

None Raised

#### 1. To receive apologies: Cllr Diane Elphinstone

#### 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. Action Point Review

*Meeting 21 June 2023*

- i) Public Liability Insurance for Church Fete on Saturday 22<sup>nd</sup> July. *The PCC Secretary has been advised that any claims relating to the site would be the responsibility of the Parish Council but any relating to activities on the day rests with the PCC.*
- ii) Contact NYC re provision of waste bin at Clapham Station. *The Council requires 1 month of photographic evidence of the problem before they would consider providing a bin.*
- iii) Costings for a Contractor to provide and empty a bin at Clapham Station. *Biffa quotes £11.41+ VAT per week for a wheelie bin to be emptied weekly or £6.12+VAT weekly if emptied fortnightly. The Council **RESOLVED** not to pursue this.*
- iv) Clapham Station Overbridge. *Network Rail have advised that the bridge has received funding for a major refurbishment in 2025 which will also consider accessibility of the platforms. The situation will also be monitored as part of our annual inspection regime.*
- v) Austwick Pumping Station. *The Environment Agency has advised that the best course of action is for any resident noticing an "incident" to report this on the Incident Hotline 0800 80 70 60. They can then create a dossier of evidence regarding the situation.*
- vi) Copy of Neighbourhood Plan to be sent to all Councillors one week ahead of meeting – **COMPLETE**
- vi) Great Harlow Lodges. *The head of NYC Planning was written to who reiterated the previous advice received from the local Planning Officer.*
- vii) Laptop Proposal. *MultiMedia Ltd Burton proposed to service the machine and replace the hard drive with an SSD version and utilise the current hard drive as an external back-up device at a cost of £120. The Council **RESOLVED** that the Clerk should arrange for this to be undertaken.*

#### 4. To confirm the minutes of the meeting held on 21<sup>st</sup> June 2023 as a true and fair record

The Parish Council **RESOLVED** that the minutes of the meeting held on the 21<sup>st</sup> June 2023 should be approved and signed by Cllr Price as a true and accurate record.

#### 5. To receive the Police Report

13 Incidents had been reported 20<sup>th</sup> June & 16<sup>th</sup> July Including 3 abandoned / hoax calls

- 20.06.23 – RTC – car via lamb – Henbusk Lane
- 21.06.23 – Road Related offence – Speed – A65 – reported
- 21.06.23 – RTC – 2 vehicles – Station Road/A65
- 22.06.23 - Alarm – false – YDMT
- 25.06.23 – Burglary/Civil dispute – Keasden
- 26.06.23 – Lost Dog/Civil dispute – Keasden
- 27.06.23 – Abandon Vehicle – Newby Moor Bridge – in order
- 04.07.23 – X2 - RTC – 2 vehicles – Station Road/A65
- 10.07.23 – Cyber Crime – Online

i) Feedback from Assistant Chief Constable meeting 12<sup>th</sup> July 2023.

Councillor Elphinstone had attended the meeting and reported to the Clerk that the question raised by the Council was met with a response of "I am not familiar with the area". The Council **RESOLVED** that the Clerk should write a letter to Zoe Metcalfe (Police & Crime Commissioner) to express our concern at the lack of knowledge or preparation given that questions had to be submitted in advance.

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

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

The Concil **RESOLVED** that the Clerk contact the Highways department to report the potholes in the “passing place” on Keasden Road. And to Also contact both the highways department and Network Rail regarding the water on Lawsings Brow which is believed to originate from drains on Railway land.

### 6.2 To receive updates and decide further action on outstanding issues None

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

### 7.1 Parish Maintenance Matters

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

a) Monument Review Clapham Closed Churchyard. *Cllr Price advised this is yet to be undertaken and should be held over until the next meeting.*

Cllr Price also asked if we had received any response from FOBAONB regarding the potential funding of drainage work in the vicinity of Keasden Church. It was **RESOLVED** that the Clerk would contact FOBAONB for an update.

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

No update received as Cllr Elphinstone was not present. Cllr Price had been approached regarding the need to replace the pads at the defibrillator at the CRO. It was **RESOLVED** that the Clerk would raise this with Cllr Elphinstone since the defibrillator is not owned by the Council.

### 7.3 Neighbourhood Planning

The Council **AGREED** to the plan as written and **RESOLVED** that it be submitted to Planning Authority for their review prior to returning for a referendum on its adoption.

7.4 Climate Emergency – An update from the sustainability group had been received by the Clerk and this was read to the meeting. Items covered included updates on; Shared Prosperity Fund, Infra-red Camera availability, Clapham Curlew Cluster, October Give & Take Event , YDMT scheme growing trees from seeds.

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

None received.

## 9. To receive the following planning decisions / information

i) 2023/24881/FUL – Laitbutt’s Barn – Full Planning Permission Granted

## 10. Financial Matters

10.1 The Council **RESOLVED** that it would not renew the Clerk’s membership of SLCC as the Clerk did not see it value for money given a 25% increase over the prior years cost.

10.2 The Council **NOTED** automated payments made until end May;

i) Standing Order for Clerks may Salary

iii) Bank Charges - £12.00

iv) DD in favour of nPower June Electricity - £41.31

10.3 The Council **RECEIVED** the detailed bank statements as at 30<sup>th</sup> June 2023 of

HSBC1 £5,882.91

HSBC2 £12,786.05

Petty Cash £10.00

10.4 The Council **RECEIVED** the Bank Reconciliations as at 30<sup>th</sup> June 2023 and these were signed by Cllr Dawson.

10.5 The Council **RECEIVED** the Clerk’s explanations for all material variances in expenditure to Budget.

10.6The Council **RESOLVED** that the Risk Register as submitted was adequate at the present time.

## 11. To receive and consider actions and decisions to be taken:

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

i) Potential Joint Meeting with Bentham, Lawkland and Austwick Parish Councils. *It was **RESOLVED** that the Clerk should contact the 3 parishes to explore their appetite for a joint approach.*

- ii) Pension Re-enrolment. *The Clerk **ADVISED** that re-enrolment had been undertaken and that the previous re-enrolment in 2020 had not been fully completed, and that this was now done.*
- iii) Dry Rigg Quarry Environmental Fund. *The Council **RESOLVED** to propose the replacement of the bridge over the river Wenning. The Clerk was asked to approach some local business for some indicative costings.*
- iv) Transport Consultation. *The themes of the survey were discussed and it was **RESOLVED** that the Clerk would respond stressing the need for integration and making the services free.*
- v) Carbon Literacy Training. *It was **RESOLVED** that this was not something the Council wished to pursue.*
- vi) Climate Commission Consultations. *It was **RESOLVED** that the Council had no strong views to express on any of the ongoing consultations.*
- vii) YLCA Annual Meeting. *Given that the meeting clashed with the Parish Fete on 22<sup>nd</sup> July the Council would not be sending a representative. It was **RESOLVED** that the Clerk would send apologies.*
- viii) Potential Defibrillator Funding *It was **RESOLVED** that the Clerk would contact Keasden Church PCC to alert them to the potential funding should they be interested in having a defibrillator at the church, it was otherwise felt that we had appropriate coverage.*
- ix) Archiving of historic documents. *It was **RESOLVED** that the Clerk pass all documents older than 3 years to the County records office for archiving.*
- x) Clapham Mobile phone Coverage. *This is a standing item and there were no updates.*
- xi) Laithbutt's Lane Water logging. *It was **NOTED** that strimming had been undertaken on the lane, believed to be by NYC and as such we will retain a watching brief on the situation.*

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

- i) The Council **RESOLVED** to authorise a payment of £174 to W H Hartley for grass cutting services for June.
- ii) Cragg Lane potentially becoming a Byway open to all traffic. A request had been received for confirmation of historic details on the route in question. It was **RESOLVED** that Cllr Farrer would contact the owner of the Moor to advise them of this proposal and that the Clerk would respond stating that one part of the route was not an unclassified road but a non-traceable footpath across common land that was also a Peat Moor.

#### **12.To notify the Clerk of matters for inclusion on the agenda of the next meeting – No additional items advised**

#### **13. Employment Matters – None**

#### **14. Parishioner Matters Arising – Items not raised at start of the meeting but now relevant because of previous discussions. - None**

#### **15.To confirm the date of the next meeting to be Wednesday 20<sup>th</sup> September 2023 at 7:30 p.m.**

<b>NYC</b>	<b>North Yorkshire Council</b>
<b>SLCC</b>	<b>Society of Local Council Clerks</b>
<b>FOBAOB</b>	<b>Forest of Bowland Area of Outstanding Natural Beauty</b>
<b>YDNPA</b>	<b>Yorkshire Dales National Park Authority</b>
<b>YLCA</b>	<b>Yorkshire Local Councils Association</b>