

Minutes of the Meeting of Cononley Parish Council held in the Village Institute on Tuesday 10th October 2009.

Present: Cllrs L. Brown (Chairman), M. Allum, A. Parker, G. Shepherd, A. Wade.
Mr D. Gulliver: Clerk to the Council. CDC Cllr. P. Fairbank; NYCC Cllr. P. Mulligan.
Two members of the public.

- 09.171 Apologies: Cllrs. M. Lougee, R. Mansell. [accepted]; CDC Cllr.M. Wheeler [received].
- 09.172 Member's interests: recorded within the relevant minute.
- 09.173 Minutes of the meeting held on 8th September 2009 were approved and signed.
- 09.174 The Clerk reported that the visit of a member of CDC Waste Services staff had had to be deferred until the November meeting.
- 09.175 Kath Clark gave a report on the current state of the CVPF equipment project. As a direct result of considerable hard work approximately £20,000 would be available including some £12000 from grants. Further grant applications were planned and also a designer had been appointed. The project would offer something for all age groups.
- 09.176 CDC: Infrastructure Local Transport Plan. The Clerk reported on additional e-mail correspondence with CDC which tended to confirm this council's view that bus companies would be unlikely to wish to divert off the A629 even if there was a purpose built bus turning circle at Station Mills.

Correspondence & communications received:

- 09.177 CDC: [Planning] Enforcement Ref 244/08 Non-Provision of S106 ...contribution towards Recreational Improvements (...Aireside Mills...21/2003/3101). The Clerk was asked to reiterate the intention of the Parish Council as trustee of the playing field to use the anticipated sum of £7,500 towards the CVPF equipment project [cf. 09.175 above]. The Parish Council was extremely disappointed by the lack of progress in obtaining this funding and resolved to urge CDC to use any appropriate powers it may have available to it to bring pressure to bear on the developer including the placing of a stop notice on the development.
- 09.178 Rural Action Yorkshire AGM 21st Nov. & trustee nomination form. Resolved: no action.
- 09.179 G. Hulands: Bingley Music Festival. It was noted that Mr. Hulands had recorded his experience for information & retention only and did not seek a response.
- 09.180 N. Whatmuff: Views on waste collections and disposal & K. Clark: Views on waste collections and disposal. The Clerk reported that the two letters had been forwarded to Cllr. Fairbank as it had been her suggestion to seek the views of local residents.
- 09.181 M. Ashmore & E. Brunswick: Closure of food outlet and associated rat infestation. Resolved that Craven District Council be requested to ensure that the premises were not reopened until thoroughly cleaned and the rat problem had been permanently eliminated and furthermore Craven District Council is requested to investigate a suggestion that food might be being stored inappropriately in an old van standing in front of the premises.
- 09.182 J. Harker: Proposed extra car parking by the station. The Chairman reported that Mr. Harker had since spoken to her and requested the withdrawal of the letter. The Clerk undertook to obtain written confirmation of this fact from Mr. Harker.
- 09.183 NYCC: Community Emergency Scheme. Resolved that no action be taken.
- 09.184 The Clerk reported on advice given by Mike Moore, CDC Principal Planning Officer to all parish councils in Craven that responses to planning applications should be unambiguous: Resolved: The council would in future 'Resolve to object to [an application] for the following reason/s...', or 'Resolve to not object provided the following concern/s is/are addressed...' or make 'No comment'. Such resolutions should be proposed and seconded. It was noted that if the 'concerns' listed are ones which the applicant could reasonably be expected to be able to satisfy then the resolution should be to not object.

09.185 The Clerk reported that increasing pressure on planning deadlines made it more difficult for the Parish Council to respond in a legally sound way at short notice and the Clerk's current delegated powers which were agreed in July 2003 are too narrow in scope. Resolved: that the Clerk is authorised to respond to any planning application but that, other than for responses of 'no comment' or statements of fact, this delegated power should be exercised in consultation with *at least* three members of the council (i.e. the quorum of a council meeting). It was noted that this new procedure would allow the views of the Council to be submitted legitimately in cases where short notice had not permitted an application to be listed an agenda. It was noted also that, generally speaking, it has, so far, been possible for the Clerk to negotiate a longer response period for really significant applications.

Planning applications:

- 09.186 21/2009/10005 Two Storey Detached House in Rear Garden. 84, Main Street. Resolved: No Objection but the Parish Council would have preferred wooden doors and windows on this new property in the conservation area.
- 09.187 21/2009/10011 Construction of One House. Land at Beech Mount. Resolved: No Comment. It was agreed that the view should be put to Cllr. Wheeler that the previously expressed concerns of local residents would be best addressed if the decision was made by the CDC Planning Committee in the light of a site visit.
- 09.188 Withdrawn applications: 21/2009/9642 House and Access Improvements at Beech Mount & 21/2009/9858 Change of use from Agricultural land to Car Park for 79 Spaces.

Decisions of CDC:

- 09.189 21/2009/9824 Tree Works. 122, Main St. 1 X Scots Pine – Fell. Approved.
- 09.171 21/2009/9850 Porch ...Bradley's Farm, Main Street. Granted.
- 09.172 21/2009/9926 Single Storey Extension. Smithy Cottage, 54a Main Street. Granted.
- 09.173 21/2009/9930 Construction of Cesspool. Granted.
- 09.174 CDC: [Copy letter to site owner] 0287/2008 Planning Contravention. Mobile Home & Landscaping requirements. NW corner OS Field 1535 [nr. Shady Lane Railway Crossing]. CDC is satisfied there is no planning contravention as the mobile home is not used as a residence.
- 09.175 NYCC Planning Application: Creating new tarmac play area over existing grassed playing field at Cononley CP School, Meadow Lane. [Plan D]. Resolved: No comment.
- 09.176 Receipts: CDC [Precept] £7,750.
- 09.177 Payments approved: Craven Stationery [00282 Newsletter £70.00 + £10.50 VAT] £80.50.
- 09.178 Account balance at 30th Sept. 2009: £13,075.32. It was noted that this amount excluded the receipt of 2nd instalment of the precept noted above.
- 09.179 A financial summary for the current financial year to 30th September prepared by the Clerk and Responsible Financial Officer was received.
- 09.180 Cllr Parker reported on requests for a Dog waste bin to be installed at the top of Shady Lane. Resolved: that the Clerk should request CDC to install a bin.
- 09.181 Despite an undertaking by NYCC at that time to maintain this group of four lamps on the approaches to and at Beech Mount, Cononley the County Council had never numbered them into their stock. Resolved: the Clerk to write to NYCC to ask for this unsatisfactory situation to be rectified and the broken lamp repaired. Cllr. Shepherd also commented that two new replacement lamps in Cononley [58 & 75] were not yet lit.
- 09.182 Dead Eye Review. Cllr. Allum reminded members of previous minuted resolutions about the future of Dead Eye [08.263]. Resolved: to proceed with the erection of fences and gates around the remainder of the perimeter of the council's property and to seek an estimate of the cost of this work.
- 09.183 Allotments: The Clerk reported that there had been an improvement in the maintenance of several of the allotments which had been unsatisfactory at the time

- of the inspection in July. Resolved: that the Clerk inform those tenants whose allotments remained unsatisfactory that they should think seriously about vacating their tenancies and that the council reserves the right to give them notice to quit. In the case of an allotment with a trampoline no action was taken pending a future review involving other less intensely cultivated allotments.
- 09.184 Old Pinfold Maintenance Review. Resolved: the Clerk to obtain a cost for maintaining the site during 2010 and also to write an article for the newsletter asking the public how they would like to see the Old Pinfold used in the future.
- 09.185 The national pay settlement for clerks and other employees effective from April 1st 2009 was received. In accordance with the Clerk's Contract of Employment the necessary adjustment would take place with the December salary payment.
- 09.186 Clerk's Report. The report noted that while every parish is different Cononley has an unusually large range of services, properties and responsibilities for its size. In consequence of this and the national local government climate the Clerk's paid working hours have steadily increased over the last decade. The decade has also seen an extraordinary turnover of Council members. The Clerk indicated his intention to retire in the middle of May 2010 a date deliberately chosen to minimise disruption to the Council and anticipated that the Council will pay a gratuity in accordance with his contract of employment. The Clerk emphasised the need for the employment of a successor to be fully in accordance with nationally agreed local government terms and conditions and circulated the national model contract of employment and job description. Resolved: that the post of Clerk be advertised in November both locally and regionally with a view to making the appointment by February 2010.
- 09.187 Cllr. Parker introduced his report containing recommendations on the Council's health and safety competence and compliance and suggesting that consideration should be given to the possible employment of a consultancy to look at the requirements of the council's principal properties and at the village institute in particular. Cllr. Parker gave as an example the services which one particular consultancy would be able to provide. The Clerk indicated that if there was a decision subsequently to spend money on a consultancy specifically for one of the trusts then the decision would need to be taken by the Council in its capacity as Sole-Trustee and any costs would have to be met from trust funds. Resolved: Cononley Parish Council recognises that there are Health and Safety and Employment issues related to the Council and to the two charitable trusts of which it is Sole-Trustee and which in the interests of both the residents of Cononley and visitors need to be addressed by appropriately trained personnel. The Clerk undertook to seek information about practices in other parishes and to seek advice from the YLCA.
- 09.188 Notice of Act of Remembrance. CVI War Memorial. Sunday 8th Nov. 10.55 a.m.
- 09.189 CDC Cllr. P. Fairbank had attended a meeting about the new Skipton Bus Station at which the means of rectifying the numerous design blunders built into it was discussed.
- 09.190 NYCC Cllr. P. Mulligan reported on decisions by CDC not to proceed with some car parking charges and commented on the improving road safety statistics.
- 09.191 Cllr. Parker reported on a recent meeting of the YLCA.
- 09.192 Future meetings. November: The Rate Precept for 2010 -11. Allotment rent review [for year 2011 -12].
- 09.193 Forthcoming meetings: 10th Nov., 8th Dec., 12th Jan. 2010, 9th Feb., 9th March [with Annual Parish Meeting}.

Minutes of a Meeting of the Sole Trustees [Cononley Parish Council] of The Cononley Village Institute {Reg. charity 223015} & of Cononley Village Playing Field {Reg. charity 701641} held at the Village Institute on 13th October 2009 immediately after the statutory meeting of the council.

Present: Cllrs L. Brown (Chairman), M. Allum, A. Parker, G. Shepherd, A. Wade.

Mr D. Gulliver: Clerk to the Council.

09.c39 Apologies: Cllrs. M. Lougee, R. Mansell. [accepted].

09.c40 Member's interests: none declared at this point in the meeting.

09.c41 CVI: Minutes of the CVI advisory committee meeting: 27th July 2009 and associated accounts. Resolved: that the minutes are received and all recommended actions and expenditures are agreed.

09.c42 CVI: A revised budget [revision 2] for CVI expenditure in the current year was agreed.

09.c43 CVI: The Clerk's report on structural damage sustained from large vehicle was received. Resolved that the Clerk take no action at this time to submit any quotation received to the council's insurance company but the Clerk is instead instructed to make a request for compensation directly to the vehicle owner.

09.c44 CVPF: Minutes of the CVPF advisory committee meeting: 7th Sept.2009. Resolved: that the minutes are received and all recommended actions and expenditures are agreed.

09.c45 CVPF: It was noted that the Treasurer [Responsible Financial Officer] of the Trust had decided to give up the position at the end of the year so that a vacancy would result. While not having a private view on, or interest in, the best course of action the Clerk asked members to note that an option for the future management of a council trust's finances would be for the work to be undertaken by the Clerk [and Responsible Financial Officer] to the Council. Such a course of action would be the logical outcome of the advice given to the Council over the last decade. The Clerk would be added to the names of those members of the Parish Council who were signatories of trust accounts as a counter signatory. The financial management of the trusts would necessarily take place at the monthly meetings of the Sole Trustee and be administered and audited alongside the council's own accounts to accepted local government standards. The Council's accounting software would be used so simplifying the management of VAT. There would be a cost implication for the trusts which might be resolved through grant aid.

Resolved: that the matter is deferred.

Chairman (four pages) 10th November 2009