

**MINUTES OF THE MEETING OF GLUSBURN & CROSS HILLS PARISH COUNCIL
HELD ON 18th August 2011 AT 7:00PM IN ST PETERS CHURCH HALL, CROSS HILLS**

Present: Vice Chairman P Baker
Cllrs Mrs G Birks, G Reitherman, I Gibson, P Hargreaves, M Outhwaite.

20/11. To receive apologies for absence

Apologies were received from Cllrs G Beck, J Harker and Mrs S Robinson.

21/11. Public Participation: up to 15 Minutes:

No person to speak for more than 5 minutes – at the discretion of the Chairman.

Mr L Jackson and Mr D Ackroyd, residents of Clayton Hall Road had attended the meeting to voice their concerns over the application from South Craven School to open the MUGA and badminton courts for extended hours. Mr Jackson explained that NYCC had in the past stipulated certain opening hours at the time the original plans were approved. This was to protect the residential area. We are now 18 months down the line and the school have applied to extend the opening hours, this will eventually involve lighting which will certainly be unreasonable to the residents.

22/11. To receive Declaration of interest in items on the agenda.

Cllrs Mrs G Birks declared a personal interest in Agenda Item 12.5 Glusburn Institute and also Agenda Item 15.3 Planning Application **32/2001/11838** South Craven School.

Cllr M Outhwaite declared a personal interest in Agenda Item 12.5 Glusburn Institute.

23/11. To confirm the Minutes of the Council Meeting held on the 16th June 2011.

Cllr G Reitherman proposed that the Minutes were a correct record, this was seconded by Cllr Mrs G Birks. Agreed and signed by the Chairman.

24/11. To receive a report from North Yorkshire County Council: Nothing to report

25/11. To receive a report from Craven District Council: Nothing to report

**26/11. To receive the Clerks Report & Correspondence:
Sent/To**

- a. NYCC Highways- to ask about the footpath at the allotments and to see if it is on the definitive map.
- b. Email to CDC to ask for information and advice on the Big Lottery funding.
- c. Letter to Suburban Studios of Croyden asking them again if they could arrange to have the grass cut at the piece of land at Wheatlands Lane.
- d. Letter to Mr Binns of Croft Head Terrace, Glusburn, Request for the van at Colne Road to be removed.
- e. Email to NYCC Highways informing them that the PC is dissatisfied with the weed killing in the villages this year, the weeds have grown back very rapidly.

Rec/From

1. Glusburn Primary School. Thankyou letter for the previous funding. New Request for further funding towards new sheds for their outside environment.
2. GIMC. Minutes from June 2011 meeting.
3. CDC. Reply to previous letter requesting further details on the Big Lottery Funding for play equipment.
- 4a/b Copy of a Risk Assessment and Management template Report from Internal Auditor

2105

SIGNED 15th September 2011

PAGE NUMBERING CHECKED.....

5. NYCC. Reply to previous letter regarding the weeding in the area, request for information on particular footpaths that need bringing to the attention of the contractors.
6. CDC. Details CDC have now introduced the North Yorkshire Local List for the validation of planning applications.
7. North Yorkshire Home choice- newsletter
8. CDC. Finance Unit. Reply to previous letter requesting details of the fee for the returning officer on the Election Charges. This fee has always been included in previous years but this year has been itemised.
9. Letter from residents of Station Road, Cross Hills. Objecting to SNAX 24, proposed 24 hours, 7 days a week extended alcohol and refreshment licence.
10. YLCA- details of training development programme 2011. Questionnaire regarding the Council and use of internet.
11. White Rose Update- Newsletter- July 2011.
12. NYCC. Details regarding Highways & Transportation Services.
13. Clerks & Councils Direct newsletter – July 2011
- 14 & 15. 2 x Letters of apology from the children involved in the recent vandalism at the park.
16. NYCC. Consultation and short questionnaire regarding Refreshing the sustainable Community Strategy for North Yorkshire.
17. Clerks Magazine – SLCC- July 2011 – Details of Annual Conference 201
18. GIMC – Minutes from July 2011 meeting.
19. Yorkshire Water – letter regarding Yorkshire Water taking over the responsibility of the sewers leading to private households.
20. Letter from resident of Park Road, Cross Hills, requesting the help of the PC with regard to speeding vehicle along Park Road.
21. Letter from resident, requesting to attend the August Meeting to discuss the planning applications by South Craven School.
22. Email from resident regarding the incidents with the dog poisoning in Cross Hills. (forwarded to all Cllrs)
23. NYCC. Winter Maintenance Parish & Town Council Scheme. Details regarding the Parish volunteer scheme.
24. Royal Society For The Prevention Of Accidents. Confirmation that the PC annual inspection of play equipment will take place in September 2011.
25. North Yorkshire Rural Housing enablers- newsletter.
26. NYCC.Minerals and Waste Development Framework Information.
27. Country Air- newsletter Summer 2011.

7:30pm – Cllr M Wheeler arrived at the Meeting.

Matters Arising From Clerks Report

1. Clerk to request a copy of recent accounts from Glusburn Primary School.
4. Email to YLCA to ask if they have a pro forma / template for carrying out risk assessments.
9. Email to CDC to make enquiries regarding the application at SNAX 24 for an extended alcohol licence. And why the PC were not informed.
20. Email to Jason Perkins at Cross Hills Police Station for details of who to contact regarding the new speeding deterrent ‘van’ and also if he could arrange for the hand held speed gun to be used in Park Road.
22. Cllr P Hargreaves has already emailed this resident regarding the dog fouling incidents and will email her back with the comments from the PC, the RSPA are now dealing with this incident. But if the resident wishes to attend the PC meeting she is more than welcome to do so.

2106

SIGNED 15th September 2011

PAGE NUMBERING CHECKED.....

27/11. To receive information on the following ongoing issues and decide further action where necessary.

1. Public Conveniences in Cross Hills

Following a suspected leak and a potentially large invoice from Yorkshire Water, Cllr G Reitherman agreed to make enquiries about having a cut out valve fitted to the supply so that in the future if a leak occurs the valve stops the water flow.

2. Plans for Glusburn Park

To obtain a quote from the Electricity board for the cost of installing a supply to the toilets in the Park.

The new signs for the park have been made and supplied by TC Trailers of Glusburn. Clerk to write a letter of thanks to them.

The toilets have now been re plastered and painted and the guttering replaced. Councillors present at the meeting thanked Cllr G Reitherman and was asked to pass on thanks to David the park keeper and also John the relief Park Keeper

Cllr Reitherman reported that more roses were going to be purchased to fill up the rose beds. Also reported was that the spring from the 'spring chicken' play equipment has broken. Clerk to contact Wicksteed regarding the repairs.

3. Glusburn & Cross Hills In Bloom

Cllr I Gibson reported that not all the Hanging Baskets that the PC had supplied had been looked after and watered correctly. Cllr Gibson will do an inventory of the ones that have not been looked after. He is also in talks with Glusburn school regarding the planting of next years baskets.

4. Lengthsman

Cllrs P Hargreaves, B Horne and G Reitherman have been looking at possibilities for a lengthsman. The approximate cost would be in the region of £3,500. They are still waiting for further information from CDC- Jim Hirst. They are also looking in more details at the zones that would be covered

5. Internal audit / Risk Assessment

Following the instructions for the Auditors the PC have had an Internal Audit carried out. There are a few small things that the Clerk needs to change. The PC also needs to carry out a full Risk Assessment.

6. Park Keepers Retirement- planning ahead.

As David is due to retire in May 2012, the PC needs to investigate the plans for the future. The options are there but more research is required, do the PC require a contractor, self employed, fully employed. David is going to make a record of his work load and hours so as to give the PC an idea of jobs.

7. Holme Lane – piece of land

All Cllrs are now aware of the piece of land in question, the decision needs to be made – does the PC want to sell the piece of land. Several Cllrs said that when they went to look at it, at various times of the day, there was always someone sitting on the seat. Chairman P Baker asked the Cllrs for a vote – does the PC actually want to sell the land. It was a unanimous vote to NOT sell the piece of land.

Clerk will contact the person who requested to purchase it and inform them of the PC decision.

8. Data Protection Act

Clerk to seek further advise from YLCA.

28/11. Highways & Transportation Nothing to report

29/11. Local Development Framework Nothing to report

30/11. Litter The litter is not as bad at the moment , this is to be expected as it is still in the school holidays.

31/11. Reports:

1. Parks & Recreation / Amenity land, Colne Road,

Cllr M Outhwaite volunteered to cut back the hedge that is overhanging onto Lodge Street.

2. Lighting and Christmas Lights

Balfour Beattie will be the new contractors for erecting the Christmas Lights, they are getting back to the PC with a cost for this work.

Cllr P Baker reported that whilst the Christmas Lights were awaiting collection to go back into storage some of the fittings and straps were pinched. This replacement cost is likely to be around £600 but Cllr P Baker is looking into the cost.

3. Allotments

The Allotment society has not replied to the PC as yet with regard to the allotment holders and number of plots held.

The weed killing down the path at the allotments will be carried out by the park keeper once the weather gets better.

4. YLCA

Ian Strong is now retiring completely in September 2011 and Sheena Spence will take over as the lead officer.

5. Glusburn Institute

Cllr Mrs G Birks reported that the new name for the organisation running Glusburn Institute will be: **Glusburn Community and Arts Centre.**

Cllr Mrs G Birks reported that the Institue is having major problems with the central heating system and are having problems getting quotes due to the size of the building. It is thought now that the building will have to be updated in sections and therefore break up the system. The quote for getting the Baths Hall updated is currently around £5000, further quotes to be obtained. The Committee will be forwarding a request to the PC for this amount. This to go on the Agenda for next month.

The report from the Fall Fest Committee is that of the 200 tickets for Clare Teal – 150 have already been sold.

SIGNED 15th September 2011

PAGE NUMBERING CHECKED.....

6. Aire Valley Sewerage Group

The report from the last meeting is that Yorkshire Water will be spending a large sum of money to clean up the Aire Valley Sewerage System. They have had a problem getting permission to go onto the land but they have now sent out the official letter to obtain permission.

32/11. To consider/ receive updates on the Parish Newsletter Nothing to report.

33/11. Financial Matters.

<u>To approve the following accounts for payment</u>		£
a)	Park Administration (July & August)	3171.50
b)	Clerks Salary (July & August)	1268.92
c)	Clerks Expenses (July & August)	31.80
d)	Relief Park Keeper (July & August)	303.75
e)	Marsden Contract Services-Toilet Cleaning (2 months)	1551.98
f)	Airedale Tree Surgeons	480.00
g)	QDK	42.00
h)	Crosshills Handyman – park supplies	120.44
i)	CDC. Annual rent for the Allotments	1575.00
j)	Elaine Pearson – Internal Audit	120.00
k)	Bradford council – Christmas lights repairs	602.40
l)	Yorkshire Water	9.51
m)	ARVAL PHH- fuel for park (2 months)	135.07
n)	Ian Mackereth – bus shelter cleaning	31.50
o)	Kay Jay Print – leaflets for public meeting	40.00
p)	Yorkshire Water – public toilets	87.39

The above accounts were proposed for payment by Cllr M Outhwaite, seconded by Cllr P Hargreaves. Cllrs were all in agreement.

34/11. To consider the following Planning Applications:

32/2011/11828

Proposal: Single Storey Extension To Principle Elevation With Balcony And Conservatory To The Rear

Location: 48 Keighley Road, Cross Hills

Applicant: C & K Bracken And Ames

Comments: **No adverse comments**

32/2011/11837

Proposal: Construction Of Double Garage Over Sun Room

Location: 9 Bank Road, Cross Hills

Applicant: Mr Shaun Smith

Comments: **No adverse comments**

32/2011/11872

Proposal: Replacement Of Conifer Hedge By Horizontal Boarded Fencing, Erected On Top Of Existing Low Wall, To A Total Height Of 2 Metres.

Location: 1 Beanlands Drive, Glusburn, Keighley

Applicant: Mr John Brown

Comments: **No adverse comments**

2109

SIGNED 15th September 2011

PAGE NUMBERING CHECKED.....

32/2011/11839

Proposal: Variation Of Condition 7 On Approved NYCC Application C5/32/2009/9787 To Extend Hours Of Use Of Badminton Hall ~~And Outdoor Sports Facilities~~ (08:30am to 10:00pm Weekdays and 09:00am to 5pm Weekends)
Location: South Craven School, Holme Lane, Cross Hills .
Applicant: Dr Andrew Cummins
Comments: **The Parish Council are of the opinion that as this is an indoor only hall, the extended hours would not cause any environmental nuisance with noise on nearby residents.**

32/2001/11838

Proposal: Variation Of Condition 7 Of Planning Permission C5/32/2010/10562 Which Relates To The Opening Hours Of The MUGA, All Weather Pitch And Long Jump Pits (08:30am to 9pm Monday to Friday and 10:00am to 2pm weekends)
Location: South Craven School, Holme Lane, Cross Hills .
Applicant: Dr Andrew Cummins
Comments: **The Parish Council would like to object to this application as the requested variation change would be unreasonable to the nearby residents. The environmental nuisance with potential noise from the site up to 9pm each weekday would be unacceptable on nearby residents due to the close proximity to the residential properties. The Parish Council request that the planning officers carry out a site visit to see the close proximity to the nearby properties.**

32/2011/11863

Proposal: Extension And Alterations To An Existing Semi Detached Bungalow To Form Garage And Loft conversion.
Location: 48 Airedale View, Cross Hills.
Applicant: Miss Jill Wilson
Comments: **No adverse comments**

32/2011/11865

Proposal: Change Of Use From Builders Yard To Coach Depot
Location: The Old Goods Yard, Skipton Road, Cross Hills.
Applicant: Mr Tim Steel
Comments: **No adverse comments**

32/2011/11879 and 32/2011/11880

Proposal: Proposed Conversion Of Single Dwelling Into Three Separate Dwellings (As Originally)
Location: The Cottage, 4 Park Road, Cross Hills.
Applicant: Mr & Mrs Mike & Nancy Hollingworth.
Comments: **No adverse comments**

32/2011/11888

Proposal: Non Material Amendment To Previous Application 32/2010/10958 – Redesign Of New Main Entrance Porch)
Location: Gappe Stones, 4 Lothersdale Road, Glusburn.
Applicant: Mr Robert Austin
Comments: **No adverse comments**

35/11. To Receive the Following Planning Decisions/Information:

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 32/2011/11485
Replacement of existing workshops with new 1050sqm Industrial Building.
Airedale Trading Park, Skipton Road, Cross Hills. | GRANTED |
| 32/2011/11549
Proposed Two Storey Side Extension
27 Clayton Hall Road, Cross Hills. | GRANTED |
| 32/2011/11588
Construction of aluminium framed glazed atrium and external alterations (to provide additional access and fire doors) (Amended description, deletion of proposed pharmacy from description)
Cross Hills Group Practice, Holme Lane, Cross Hills. | GRANTED |
| 32/2011/11598
Creation of tarmac hardstand to front elevation to form parking bay.
2, Old Hall Close, Glusburn | GRANTED |
| 32/2011/11606
Detached Dwelling (resubmission of withdrawn application (32/2010/10676)
12 Park Road, Cross Hills. | GRANTED |
| 32/2011/11646
Extension to approved agricultural building
New Laithe Farm, Station Road, Cross Hills | GRANTED |
| 32/2011/1675
Conservatory to rear
2 Old Hall Close Glusburn | GRANTED |
| 32/2011/11696
3 x Sycamore, 1 x Ash and 1 x Horse chestnut – remove and replace
Daleside, Park Road, Cross Hills | GRANTED |
| 32/2011/11705
1 x Norway Maple – remove
Land adjacent to Keighley Road, Glusburn | GRANTED |
| 32/2011/11711
Construction of single storey bedroom and utility extension
6 Willow Garth Avenue, Cross Hills | GRANTED |
| 32/2011/11742
To turn back shop unit 63 & 63A Main Street back to its original residential use.
63 Main Street Cross Hills. | REFUSED |

**36/11. To confirm the Date of Next Meeting:
15th September 2011 – 7pm – St Peters Church Hall, Cross Hills.**

2111

SIGNED 15th September 2011

PAGE NUMBERING CHECKED.....