

**MINUTES OF THE MEETING OF GLUSBURN & CROSS HILLS PARISH COUNCIL  
HELD ON THE 16<sup>TH</sup> JUNE 2011 AT 7:00PM IN ST PETERS CHURCH HALL, CROSS HILLS**

**Present:** Chairman John Harker,  
Cllrs P Baker, G Beck, I Gibson, Mrs G Birks, M Outhwaite, G Reitherman,  
Mrs S Robinson, Cllr M Wheeler arrived at 7:35pm.

**1/11. To receive apologies for absence:**

Apologies had been received from Cllrs P Hargreaves and Cllr B Horne.

**2/11. Public Participation: up to 15 Minutes:**

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

Agenda Item **12.3 – Allotments** , was brought forward.

Chairman Betty Hall and Secretary Sue Chatfield had attended the meeting at the request of the Parish Council.

The Parish Council asked the representatives if everything was going well with the allotments and if there were any problems or issues that the PC should be aware of. The PC also requested details of the allotment holders meetings and a copy of the minutes on a regular basis.

Sue Chatfield replied that the Society hold there AGM in march each year and hold monthly meetings, however no meetings are held during the winter months. The minutes were a problem earlier as they were written into a book that was difficult to copy. Now they are typed so can be emailed each month to the Parish Clerk.

Betty reported that there was a problem at the allotments with dog owners, they come onto the site via the footpath and just let the dogs run loose, also some dog owners are bagging up the dog waste and then throwing it onto the allotments.

Chairman J Harker advised Betty to contact the environment agency and report the issue to them and get them to investigate further.

The suggestion of locking the footpath and giving allotment holders a key was to be looked into, it was unsure if this could be done, Clerk to contact the Highways and ask if the footpath is on the definitive map as a right of way. Then to inform Sue with the details.

Cllr G Birks reported that she thought the PC could request the right of way be taken away and then have it made into a locked walkway for allotment holders only.

Clerk to write to NYCC Highways and find out about the definitive map.

The waiting list for an allotment is currently standing at 12. All new applicants must now live in Glusburn or Cross Hills.

Cllrs asked why had a couple of owners been allowed to hold 6 plots when the allotments constitution states no person should hold more than 4 plots.

Sue explained that over 10 years ago the society was struggling to get people to take on allotments and they persuaded this certain couple to take on more, these allotments are the ones near Colne Road, that people walking past do actually see and are very nicely kept. To have let them spent time and money over the past 10 years getting the allotments to look like they are and now ask for them back is not right.

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The Parish Council understood what Sue was saying but the constitution states only 4, the PC requested that at next meeting they speak to the couple with 6 allotments regarding the allotment rules for only having 4 plots.

The reason that some allotment holders do not live in the village is an historical thing, and when they took on the allotment they possibly did live around here.

Betty asked if the Park Keeper had a licence to weed kill, as the piece of grass area down the middle of the allotment is in desperate need of weed killing. Cllr G Reitherman will speak to the park keeper and then liaise with Betty to get this dealt with.

Chairman J Harker thanked both Betty and Sue for attending the meeting.

Mr Bassit Hussain from the new pharmacy in Holme Lane Cross Hills had attended the meeting to raise his concerns and objections regarding planning application – 32/2011/11588, this is the application for a change of use to add a pharmacy into the Cross Hills Health centre which is directly opposite Mr Hussain's pharmacy.

Mr Hussain reported that he had done a feasibility study on the area before he opened his pharmacy and he felt there was a need for a 100 hour pharmacy in the area, he is the only one open for these long hours and therefore gets customers from a large area and also it is a bonus for the local area. The weekends are very busy.

Mr Hussain gave the Cllrs a list he had prepared of reasons why the pharmacy in the health centre should not go ahead.

Chairman J Harker thanked Mr Hussain for attending and said the PC would be contacting the planning department at CDC with their concerns and comments.

**3/11. To receive Declaration of interest in items on the agenda.**

Cllr Mrs G Birks declared an interest in Agenda Item 12.5 Glusburn Institute.

**4/11. To confirm the Minutes of the Council Meeting held on the 19<sup>th</sup> May 2011.**

Cllr G Beck proposed that the minutes were a correct record, seconded by Cllr G Reitherman. Agreed and signed by the Chairman.

**5/11. To receive a report from North Yorkshire County Council:** Nothing to report.

**6/11. To receive a report from Craven District Council:**

Cllr G Beck reported that Craven District Council were still liaising with outside bodies regarding the recent incidents resulting in several dogs dying after walking in the fields and footpaths from Station Road to Park Road. The footpaths are still closed and notices advising dog owners to take extra care. The results from the post mortems have revealed nothing so far to indicate the cause of death of the animals.

Cllr M Wheeler reported that a working party were looking at the disposal sale of Skipton Town Hall along with Settle Town Hall.

Cllr Mrs G Birks asked if Cllr Wheeler knew how Bentham Parish Council had received a large donation towards play equipment. Cllr Wheeler advised the Clerk to contact Rachel Wallbank at CDC who may be able to advise. Clerk to contact CDC.

The special meeting organised by CDC regarding the Green Lane Application has been postponed until further reports from Yorkshire Water are received. CDC have made it clear that the meeting to be held is a special meeting of CDC in the presence of the general public and is not a public meeting.

Cllr G Beck explained that this is normal practice and it was the way the previous special meeting had been held. Ward Cllrs will be able to speak along with 5 or 6 speakers. Cllr Beck also stated that when the meeting is held the results of the traffic survey will be required as evidence of the volume of traffic already using Green Lane. Chairman J Harker had attended a meeting of Aire Valley Sewerage Group and reported back that Yorkshire Water are keen to be involved and find a solution. Chairman J Harker asked the Clerk to put the Aire Valley Sewerage Group on the Agenda for next meeting to enable reports to be given back to the PC.

**\*\*\*\* SUSPEND STANDING ORDERS \*\*\*\***

PCSO Jason Perkins had attended the meeting to report to the PC the details of the damage to the skatepark in the park. Jason reported that the 6 teenagers involved had all been taken home and spoken to with their parents. All of the teenagers involved are to send letters of apology to the PC. Jason explained that he has not taken the matter further at this point, but if the PC wish to pursue it further a police incident can be reported. Cllrs were all in agreement that they would accept the letters of apology ( 2 of which have been already received by the Clerk). Jason will chase the others for their apologies. Cllrs requested that the Clerk replies to the teenagers with a firm but fair letter.

Jason reported to the meeting regarding the incidents of the dog deaths, he stated that all the results received at present were inconclusive. Tests from the lake showed a trace of a copper based slug killer. Apparently there had been 2 similar incidents along Binns Lane, Glusburn and at the 1900 bridge the dog owners had reported their dogs having the same symptoms as the ones from Station Road, The RSPCA have now taken the lead on the investigation.

**\*\*\*\* REINSTATE STANDING ORDERS \*\*\*\***

Chairman J Harker thanked Jason for attending the meeting.

**7/11.To receive the Clerks Report & Correspondence:**

**Sent/To**

- a. Email to Yorkshire Housing, Bradford to ask if 13 Ryeland Street, Cross Hills, and to request that the garden area is tidied up.
- b. Email to Andrew Whelan, CDC, to ask if the piece of land opposite the Bella Napoli is actually for sale and also to remind CDC that the PC are interested in the garage site at the allotments.
- c. Email to Colin Iveson at CDC, to explain that the PC was not happy that in the final report for the Community Governance there was no mention that the PC had ever objected to the reduction in Cllrs from 11 to 10.
- d. Letter to Yorkshire Housing request that 13 Ryeland Street has the garden tidied up.
- e. Email to Sue Chatfield at the Allotment Society, request for Cllr I Gibson to attend their next meeting and also a request for the chair and secretary of the allotment society to attend the next PC meeting.

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**Rec/From**

1. CDC. South Craven litter cleaning rota.
2. Colin Iveson, CDC. Apologising regarding the fact that the PC comments were not printed in the final report for the Community Governance.
3. Historic Towns Forum. Email regarding Localism.
4. CDC. Community News- forwarded to all Cllrs.
5. Email regarding Journal Of Local Planning.- How Parish Councils can take control.
6. SLCC, North Yorkshire Branch Newsletter. Forwarded to all Cllrs.
7. YLCA. Details regarding the relaxation of planning rules for changes of use from commercial to residential. Forwarded to all Cllrs.
8. NALC. Details regarding Cllr notification under the Data Protection Act 1998. Sent to all Cllrs.
9. GIMC. Minutes from meeting held on 4<sup>th</sup> May. Forwarded to all Cllrs.
10. CDC. Details re public meeting – Green Lane Application, 4<sup>th</sup> July- South Craven School. 6:30pm. Forwarded to all Cllrs. Notice on boards and 500 flyers done.
11. CDC. Street Cleansing Review. Residents Survey available from the CDC website. Also from our website. Notices on boards.
12. Email from resident regarding the incident on the footpath where many dogs have died. Resident stated that weed killers have been used and the council has been oddly quiet.
13. Bradford Council – Festival L8ghts. Details regarding repairs that are required to the Christmas lights.
14. Details regarding Sustainable Communities Act.
15. Local Police. Email from Jason – PCSO. Details of 6 youths that he has caught vandalising the newly painted skateboard ramp. The Pc will be receiving an apology from each youth.
16. Glusburn Luncheon Club. Letter of thanks for the recent donation.
17. Email from Andrew Whelan, he is not aware at present of either the Townend Garage Site or the land opposite Bella Napoli been for sale by CDC.
18. Telephone call from Allan Thompson of Wheatlands Lane, asking if the owners of the piece of land next to his house could be contacted and asked to cut the grass.
19. Email from the owners of the end house of Albert Road, offering £500 for the small piece of land owned by the PC.
20. Verbal valuation from Wilman & Wilman, the size of the piece of land owned by the PC is about the size of a car parking space so should be valued at around £5000.

**Matters arising from Clerks Report & Correspondence:**

18. Clerk to write to Suburban Studios of Croyden and ask them again if they could arrange to have the grass cut at the piece of land at Wheatlands Lane.
  - 19/20 Cllrs discussed the issue of the piece of land and whether or not the PC wanted to sell the land. Cllr P Baker proposed that the PC sell the land, this was seconded by Cllr G Reitherman.of the 8 Cllrs present only 4 were in agreement whilst 2 were against. and 2 abstained as they were unaware as to which piece of land the PC were discussing.  
Due to Cllrs been unaware of the piece of land it was agreed that this item be discussed further at the next meeting in August 2011. Chairman John Harker will inform the residents of the discussion and the valuation of the land and explain that a decision will be made at the august meeting.
- 8/11.** To receive information on the following ongoing issues and decide further action where necessary.
- a. Public Conveniences in Cross Hills – nothing to report
  - b. Plans for Glusburn Park - still awaiting the plans from the architect.

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- c. Park keeper retirement – this to be put on the Agenda for the next meeting.
- d. Glusburn & Cross Hills In Bloom:  
The PC have now contributed to having 42 hanging baskets in place, Cllr I Gibson had organised the baskets and Cllr G Reitherman was thanked for the delivering of the baskets to the relevant shops and businesses. All the baskets need collecting in for next year to save money. Cllr I Gibson had informed all the shopkeepers that a donation towards the cost of the baskets would be requested, he suggested that any money donated should be given to the luncheon club at Glusburn.  
  
With regard the watering scheme, the scouts are unable to get involved, a suggestion was that maybe the Cricket Club would be interested, Cllr I Gibson said he would speak to them. Cllr I Gibson had attended the meeting of the Allotment Society to speak to them about the hanging baskets for next year. They have agreed plant the seeds and grow enough plants to fill 25 baskets.
- e) Lengthsman  
Cllr B Horne has done a piece of work on the lengthsman and the problem areas. To report back to the August meeting.

**9/11. Highways & Transportation:**

- a. Cllrs discussed a van that is outside the old butchers shop in Glusburn. Clerk to write to the owner of the van and request that it be removed. J Binns of Croft Head Terrace, Glusburn is the owner.
- b. A questionnaire from NYCC regarding Civil Enforcement, Car Parking had been received, Cllr I Gibson volunteered to complete on behalf of the PC.

**10/11. Local Development Framework:** Nothing to report.

**11/11. Litter:**

Still a problem in the villages. Also the weeds are coming through the footpaths again. Clerk to contact NYCC and inform them that they are dissatisfied with weed killing carried out on the footpaths.

**12/11. Reports:**

**12.1 Parks & Recreation / Amenity land, Colne Road** Nothing to report

**a. Lighting and Christmas Lights:**

Bradford Metropolitan council – Festival Lights have reported faults on the Christmas Lights, they check and repair the lights before they go into storage for next year, the cost of the repairs will be £502.00, as this is part of the storage conditions the PC will need to make the payment. Cllrs were all in agreement.

The company 'Tarmac' that have normally erected the Christmas lights for the PC have now ceased trading. Balfour Beattie will take over their contracts. Cllr P Baker was unsure how this would affect the PC regarding the costings. He will chase Balfour Beattie to find out.

**b. Allotments:**

Cllr G Beck raised the issue of the allotment society and the issue of plot holders having more than 4 plots. Cllr Beck feels that if someone of the waiting list complains then the PC will have to deal with it. Cllrs agreed to see if the allotments society deals with the problem and if not the PC may have to get involved further.

8:30pm Cllr G Beck left the meeting.

**c. YLCA** Nothing to report

**d. Glusburn Institute:**

Cllr Mrs G Birks reported that the new Committee at the Institute will still need a representative from the PC. The first official meeting of the **Glusburn Community and Arts Centre** will be in July 2011. At the AGM in August the GIMC will no longer exist. A new charity Number will be issued to the new company. The new committee will have 8 directors. The Chairman and Vice Chairman of the PC have now signed the legal document which release the PC as Custodian Trustees of the Institute.

Cllr Mrs g Birks reported that a problem at the Institute is that the GIMC have subsidised many of the regular users. The new committee/group will be a LTD company which takes all liability away from both the GIMC and the PC. Cllr Mrs G Birks reported that the Baptist Toom will be worked on to get the room up and running ready to be used.

**13/11. To consider/ receive updates on the Parish Newsletter:** Nothing to report

**14/11. Financial Matters.**

<b>a.</b>	<b>To approve the following accounts for payment</b>	<b>£</b>
a)	Park Administration	1585.75
b)	Clerks Salary	634.46
c)	Clerks Expenses	27.05
d)	Relief Park Keeper	108.00
e)	Marsden Contract Services-Toilet Cleaning/repairs	961.99
f)	CDC. Parish Election charges – May 2010	1710.08
g)	Cross Hills Handyman	115.19
h)	EON. Electricity – toilets ( March to June	85.20
i)	EON, Electricity - park ( March to June)	23.80
j)	Gardeners choice	1030.50

The accounts were proposed for payment by Cllr G Reitherman, this was seconded by Cllr M Outhwaite, Cllrs were all in agreement.

**b. To accept the Annual Return for 2010 – 2011 ready for the auditors.**

The Clerk had prepared the Annual Return ready for the auditors and circulated the summary of the receipts and payments sheet.

Cllr G Reitherman proposed that the PC approve the Annual Return and Annual Governance , this was seconded by Cllr P Baker. Agreed and signed by the Chairman.

The Clerk spoke to the Cllrs about the upcoming audit and explained that the Parish Council should have a full Internal Audit carried out, Cllrs discussed this and some were unsure if it was relevant to the PC. Chairman J Harker reported that the PC had received documentation from the Auditors requesting reports from the Internal Audit. The Clerk will speak to YLCA and make further enquiries as she was of the opinion that the PC should have an Internal Audit carried out.

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15/11. To consider the following Planning Applications:

**32/2011/11606**

**Proposal:** Detached Dwelling.  
( Resubmission Of withdrawn Application 32/2010/10676)  
**Location:** 12 Park Road, CRosshills  
**Applicant:** Mr S Pighills  
**Comment:** ***The Parish Council have no adverse comments other than to ask about the materials to be used, this is not in keeping with the other buildings in the area.***

**32/2011/11645**

**Proposal:** Proposed Agricultural Building To Replace The Adjacent Approved Stone Barn.  
**Location:** New Laithe Farm, Station Road, Crosshills  
**Applicant:** Mr Robert wade  
**Comment:** ***The Parish Council would like to object to this application due to the proposed size of the building.  
The size is far too large for the justification of use.  
The Parish Council would like to request a site visit from Craven District Council to see the whole site, as this building is very much over development of the site.***

**32/2011/11646**

**Proposal:** Extension To Approved Agricultural Building  
**Location:** New Laithe Farm, Station Road, Crosshills  
**Applicant:** Mr Robert Wade  
**Comment:** ***No adverse comments.***

**32/2011/11570**

**Proposal:** 2 x Sycamore – Crown Lift by 2M And Crown Thin by 15%  
**Location:** Cirteq, Colne Road, Glusburn  
**Applicant:** Mr B Holinski  
**Comment:** ***No adverse comments***

**32/2011/11705**

**Proposal:** Removal of Norway Maple, Due to Branch Failure Several Times over Main Road and Across from the School Junction.  
**Location:** Land adjacent to Keighley Road, Glusburn.  
**Applicant:** Mr D Riley.  
**Comment:** ***No adverse comments***

**32/2011/11588**

**Proposal:** Change Of Use Of Part Of Health Centre To Pharmacy. Construction Of Aluminium Framed Glazed Atrium To Provide Link Between The Surgery And Proposed Pharmacy. And External Alterations ( To Provide Additional Access And Fire Doors)  
**(Amended Description)**  
**Location:** Cross Hills Group Practice, Holme Lane, Cross Hills.  
**Applicant:** Mr Ashley Cohen

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- Comment:** *The Parish Council would like to object to the application on the following grounds:*
- *This application will be taking business from the defined retail area that is already suffering hardship and some properties and businesses are still to let.*
  - *The area has more than adequate provision for a 100 hour pharmacy.*
  - *If this application get permission, it will be detrimental to the other pharmacies and could force a closure and possible loss of jobs.*
  - *The application will take parking spaces in an area already short for parking.*
  -

**32/2011/11711**

**Proposal:** Construction Of Single Storey Bedroom and Utility Extension  
**Location:** 6 Willow Garth Avenue, Cross Hills.  
**Applicant:** Mr K Riley  
**Comment:** *No adverse comments*

**32/2011/1696**

**Proposal:** 3 x Sycamore, 1 X Ash and 1 X Horse Chestnut- Remove And Replace.  
**Location:** Daleside, Park Road, Cross Hills.  
**Applicant:** Mr Richard Johnson.  
**Comment:** *No adverse Comments.*

**16/11 To confirm the Date of Next Meeting: 20<sup>th</sup> July 2011 (Planning Meeting)**

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