

THE PARISH COUNCIL OF GLUSBURN

CLERK

Mrs Judith Naylor

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Minutes of the Meeting Of The Parish Council of Glusburn held in St Peters Church Hall on *Thursday 17th April 2008 at 7:00pm.*

Present: Chairman R Nicholson.
Cllrs P Baker, Mrs G Birks, I Fulton , D Lund, Mrs M Nicholson, A Poskitt,
A Thompson.

Also present were 2 members of the public.

1. To receive apologies for absence:

Apologies were received from Cllrs P Barrett and Cllr G Beck

2. To allow Public Participation: up to 15 Minutes:

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

Mr M Gallagher had attended the meeting to talk to the Cllrs regarding the following planning application

32/2008/8540

Proposal: Change of Use of 1st & 2nd Floor Premises at Aireside Taxis (Retrospective)
Location: 1 East Keltus, Crosshills.
Applicant: Mr Michael Gallagher

Mr Gallagher spoke to the Cllrs and explained details regarding the application.

Mrs M Beaufoy had attended the meeting to raise her objection to the proposal of the proposed new Christmas lights, Mrs Beaufoy explained that she felt that the Trees that are displayed at christmas are enough for small villages.

Cllr Fullton requested to ask a question as a member of the public and then return to the table as a Cllr. Chairman R Nicholson explained that this would not be possible as you are either a member of the public or a Cllr not both in the same meeting. Clerk to clarify with YLCA.

3. To receive Declaration of interest in items on the agenda:

Cllr D Lund declared a personal interest in Agenda Item 11.3- Allotments.

Gill Birks declared a personal interest in Agenda Item 11.6 Glusburn Institute as Chairman of the Management Committee.

Mr Gallagher left the meeting at this point with Cllr Fulton.

4. Helen White from NYCC to discuss the provision of an Emergency Plan.

Helen gave the presentation on the provision of an emergency scheme for the Parish.

The scheme would be a starting point in the even of any major incident in the Parish however the scheme is not compulsory. Examples of community emergency schemes were handed out to the Cllrs.

Cllr Fulton returned to the meeting.

Helen continued with her presentation and explained how the Parish Council could provide an emergency plan, she explained that the best way forward if the PC decide to go ahead is to have a sub committee and 1 person to take charge of the final details. Chairman R Nicholson thanked her for attending the meeting.

5. To confirm the Minutes of the Council Meeting held on the 20th March 2008:

As the minutes were proposed as a correct record, Cllr Fulton stated that the minutes did not reflect correctly what had actually been said at the previous meeting and that he had it on tape as proof as he actually records sections of the Parish Council Meetings. Cllrs were not happy that the Meetings were being recorded and especially that they had been recorded in secret and without permission. Cllr Fulton reported that he was going to continue recording the items he wanted to, Cllrs were not happy with this and it was agreed that the meeting should be adjourned for 10 minutes to discuss issues out of the meeting.

8:00pm – Meeting adjourned. -

8:10pm – The meeting reconvened.

The Clerk had previously checked with YLCA about the recording of meetings and what the rules / regulations and law were on this matter.

The YLCA response was:

Whilst there is no legislation to prevent the tape recording of Meetings, Parish Council's are advised to set their own policy on this matter and include this policy in Standing Orders. The Association is of the opinion that if any Councillor or member of the public wishes to tape record a Parish Council Meeting, then the Council should be notified and the Council will then direct the person recording the proceedings in accordance with the policy that has been set.

If permission is given the Association recommends that each time a meeting is to be recorded, those present should be informed that this is taking place before commencement of the Meeting. This is a mere courtesy to those present. Cllrs agreed that a review of the standing orders and a policy regarding tape recording of Meetings should be discussed further at the May 2008 Meeting.

Cllr Fulton stated that he would continue in this Meeting to record the items on the Agenda that he wanted to. Cllrs expressed deep concern that Cllr Fulton was unwilling to compromise regarding tape recording of Meetings.

The minutes were proposed By Cllr Mrs M Nicholson as a correct record, this was seconded by Cllr D Lund. 6 members were in agreement. Cllr I Fulton voted against and requested that his dissent be recorded.

6. To receive the Clerks Report & Correspondence

SENT / TO

- a. Email to local police to ask if they could attend the PC meetings on a more regular basis.
- b. Telephone call to Mr Manditsch to request a quote for pebble dashing the bus shelter opposite Field Head Drive, Crosshills.
- c. Telephone call to Mr Vinks to request a quote for pebble dashing the bus shelter opposite Field Head Drive, Crosshills.
- d. Letter to CDC to request that the beck near to the allotment site should remain under the care of CDC and become part of the lease agreement.
- e. Glusburn Indoor Bowling Club, - request for further up to date details regarding financial accounts.
- f. CDC. Return of the voting form with respect to the Parish Council representative on the standards board.
- g. Telephone call to Mr Sykes to inform him of the site meeting at the amenity land on the 19th March at 9:30am.
- h. Email to NYCC parks and recreation department, request for copy of a park keepers job description.
- i. Email to Paul Gilmore NYCC Lighting to confirm that Glusburn PV had agreed to go ahead with the replacement of the streetlights.
- j., Email to Mark Wilson & Peter Chapman regarding the state of the road by the side of the garage site on the allotment site.

REC FROM

1. Craven Local Strategic Partnership. Notes from meeting.
2. CDC. Consultation on CDC Annual Report.
3. CDC. Affordable Housing Guide – Consultation Draft.
4. York & North Yorkshire Playing Fields Association – Membership Subscriptions
5. CDC. Details regarding Craven Area Forums – meeting dates.
6. CDC. Details regarding the casual vacancy with GPC. A request has been made for an election to fill the vacancy. Publication of the notice of election will be the 29th April with the election been held on the 5th June.
7. NYCC. 2008 Local Transport Plan Progress Report – Stakeholder Engagement. Questionnaire to complete and return by the 9th May.
8. Copies of GPC minutes from September 1990 regarding the planning application and permission regarding Mr Sykes's garage next to the amenity land Colne Road, Glusburn.
9. CDC. Request for hard copies of Parish Plans.
10. YLCA. Branch Review, questionnaire for member councils.
11. Glusburn Indoor Bowling Club. Further details regarding the request for a donation.
12. NYCC. Consultation regarding Children & Young People's Plan 2008 – 2011.
13. Craven Transport Forum. Minutes from Meeting.
14. Turners Solicitors. Letter regarding the proposed lease of Town End Allotments. Request for information regarding the insurance arrangements in place at the allotments.
15. CDC. Letter regarding the proposed lease of Town End Allotments. Request for information regarding the insurance arrangements in place at the allotments.
16. Assembly digest- Information for Parish and Town Councils on the Yorkshire & Humber Assembly.
17. Several emails from Cllr Fulton.
 - Request for Clerk to arrange a meeting with deputy chief officer from YLCA
 - Request for password for the YLCA website
 - Training proposal for Cllrs & Clerk
 - Information regarding the approval of the Annual Parish Meeting 2008
 - No confidence in the Clerk to demonstrate impartiality in the performance of some of the duties.
 - Request for the Clerk to withdraw statement to SBE from August 2007
 - Details that Cllr Fulton will be instructing a solicitor to commence action for defamation and financial damages against the clerk personally in regard to the falsehoods of the statement to SBE in August 2007.
 - Several comments regarding Chairman and Cllr Mrs M Nicholson.
 - Details that Cllr Fulton will be reporting 4 Cllrs to the SBE.
18. Several letters from Standards Board for England regarding recent complaints.
19. Resident Mrs Dickinson objection regarding planning application 32/2008/8558
20. Radio link – Skipton £25 refund regarding deposit for 2 way radio link in the Park.
21. Mrs Beaufoy – objection regarding xmas lights
22. Mr Gallagher details regarding planning application.
23. Quote from Mr Vink re bus shelter work
24. Quote from Mr Mandisch re bus shelter work
25. Letter from Kildwick & Farnhill Scouts. Request for donation towards the cost of redecorating the scout building.

Matters arising:

(b) The quotes had been received for the proposed pebble dashing work on the bus shelter opposite Field Head Drive, Crosshills. The problems highlighted by the companies were that most of the bus shelter rather than just the front that had been quoted for was probably going to need repair and pebble dashing at some point, some plaster may fall off when the old dashing at the front is knocked off. Problems may arise with school children / youths picking off the new dashing. Resolved: Parish Council agreed to go ahead with the dashing of the front of the bus shelter and to go with the lowest quote. Clerk to contact Mr Vink and request that the work be carried out in the next school holiday period.

(15) Clerk to contact Turners Solicitors to explain that CDC already have public liability Insurance on the allotment land and as they will still own the land the PC hope that this cover will remain in place.

(e) Cllrs looked at the accounts for the Glusburn Indoor Bowling Club following a request for a donation towards the cost of new mats.

Resolved: Cllrs agreed to make a donation of £500.

(8) With regard to the problems at the amenity area, Cllr Baker had obtained a copy of the PC Minutes from in September 1990 which was when Mr Sykes had put a planning application into CDC to demolish the existing garage and replace it with the one in situ now. This garage is actually larger than the one that was replaced which had made the garage very near to the amenity land which is where the problem is. The PC is under the impression that the metal posts and barbed wire that have been placed next to Mr Sykes garage were not put there by the PC. The problem now is the access to the amenity land, there is no way of getting machinery onto the area and it would need about a 5ft depth of soil to be dug out. Mr Sykes agreed at the site meeting that if the PC arranged for the metal posts were cut off at the top and the barbed wire removed, then he would be happy with this. Clerk to obtain written consent from Mr Sykes that he is happy for this to go ahead, then to contact Mr Thomas regarding carrying out the work.

(7) NYCC. 2008 Local Transport Plan Progress Report – Stakeholder Engagement. Questionnaire to complete and return by the 9th May. Questionnaire completed – to return. Concern was raised over no notification regarding transport meetings, volume through Crosshills & Glusburn is huge. HGV's need to be stopped and redirected away from the villages.

(17) Cllr Fulton had requested the password for the YLCA website. The YLCA had advised that is down to individual Parish Councils to decide on who has access to the website. After discussion it was resolved that the password should stay as it is with the Clerk the only person from Glusburn Parish Council having the access.

(25) Clerk to contact Kildwick & Farnhill Scouts regarding their request for donation towards the cost of redecorating the scout building and request a copy of their up to date accounts.

Cllr Fulton asked if he could take documents that the PC had received away to read, this was granted. Cllr Fulton to return the documents to the Clerk at the next meeting.

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

7.1 Procedure for the Annual Parish Meeting regarding the Chairman & Vice Chairman.

Following the comments from Cllr Fulton regarding the PC not acting correctly regarding the chairmanship at the Annual Parish Meeting held in March 2008. Cllr Fulton stated that the electors should elect a chairman for the meeting. The Clerk had received the following from the YLCA.

“The legislation governing the Parish Meeting, including the Annual Parish Meeting is contained in Local Government Act 1972, schedule 12. The legislation differentiates between parishes where there is only a Parish Meeting and parishes where there is both a Parish Meeting and a Parish Council. In an area with a Parish Council, the legislation dictates that the Chairman of the Parish Council will preside if he/she is present at the Parish Meeting (including the Annual Parish Meeting); in this arrangement the legislation also provides that if the Chairman of the Council is not present but the vice-chairman is, then he/she will preside. If neither is present the Parish Meeting will select someone from the people present at the Parish Meeting to preside. In a parish where there is only a parish meeting and no parish council, the chairman of the parish meeting will preside if present, if he/she is not present the meeting will elect a chairman from amongst those in attendance”.

Resolved – Glusburn Parish Council were acting correctly and in line with the above legislation.

8. Highways & Transportation:

Cllr Mrs G Birks requested that the Clerk contacts highways at NYCC and request notification signs are displayed to notify drivers of the changes that have been made with the road markings at Kildwick roundabout. Clerk to contact NYCC highways.

9. Local Development Plan:

The Economic Consultation will include parts of the LDP.

David Smurthwaite and Jonathan Kerr from CDC will know further details to pass on to Parish Council. There was concern that in current planning applications the 40% percent is affordable housing, if this continues the area will have more affordable housing than is required.

10. Litter:

Cllrs requested that the Clerk contacts Wilds Confectionary shop in Crosshills and ask if they would place a litter bin outside the shop.

Clerk to contact CDC and request that the litter that is collecting down Shutt Lane, around the perimeter of Glusburn school is removed.

Clerk to contact the relief park keeper and request that he removes all the litter that collects on the small piece of grassed area at the top of Holme Lane.

11. Reports:

11.1 Parks & Recreation / Amenity land, Colne Road, - Nothing further to report.

11.2 Lighting and Christmas Lights

Clerk to contact Bradford Festival Lights and order the Christmas Lights, these will be 5 Blue LP 64 (single star) and 15 White LP54 (3 stars).

Cllr P Baker to speak to NYCC highways regarding the replacement light work.

11.3 Allotments Lease: - Ongoing.

11.4 CDC : Nothing to report

11.5 NYCC: Nothing to report

11.6 Glusburn Institute:

Cllr A Thompson reported that the work regarding the new Fire Alarm and the Emergency Lighting is nearing completion. The AGM of the GIMC will be held on the 28th May 08.

12. To consider the Parish Newsletter / Parish Plan:

It is hoped that a newsletter will be compiled sometime during September, items suggested to be included were: Allotments, Parish Plan, Street Lighting, Christmas Lights.

Parish Plan is moving forward, further meetings have been held.

13. Matters requested by Councillors:

13.1 To consider the proposal by Cllr Fulton that Parish Council Members and the Clerk should contact YLCA to provide training on Local Council Administration.
The above proposal was not discussed.

14. Financial Matters.:

14.1 To approve the following accounts for payment

a)	Park Administration	1559.22
b)	Clerks Salary	403.37
c)	Clerks Expenses	39.60
d)	Relief Park Keeper	59.00
e)	Small Office Supplies	36.43
f)	Wheelie Hot Wash	51.00 (3 months)
g)	YLCA Membership	564.00
h)	NPower (hut)	82.99 (1 st Dec 07 – 6 th March 08)

The remaining balance at the end of the financial year 2007 – 2008 to be transferred into the high interest account.

15. To consider the following Planning Applications:

15.1 32/2008/8474

Proposal: Construction of Garage (To replace Existing Sectional Garage)
Location: Building adjacent to Victoria House, Glusburn Moor, Glusburn.
Applicant: J Nutter

COMMENTS: no adverse comments

15.2 32/2008/8535

Proposal: Conservatory To Rear of Property
Location: 13 Aire Crescent, Crosshills
Applicant: Mr & Mrs Wilson

COMMENTS: no adverse comments

15.4 32/2008/8550

Proposal: Detached Double Garage With Games Room Above.(Resubmission Of Refused)
Location: Greenhowe , Park Road, Crosshills.
Applicant: Mr B Green

COMMENTS: no adverse comments

15.5 32/2008/8558

Proposal: Change Of Use Of Ground Floor Shop To Dwelling
Location: 63 Main Street. Crosshills
Applicant: Mr D Lodge

COMMENTS: no adverse comments

15.6 32/2008/8458

Proposal: Erection of Single Storey And Two Storey Extensions
Location: 29 Clayton Hall Road, Crosshills.
Applicant: Not Stated

COMMENTS: The Parish Council fell that this application would be over development of the site.

15.7 32/2008/8571

Proposal: Construction Of 29 Employment Units For B2 Use
Location: Land At Eastern End Of Riparian Way, Crosshills.
Applicant: Skipton Properties Crosshills Ltd.

COMMENTS: The Parish Council would like to object to this application, and are very disappointed that planning permission was given for this site. The 15m screening needs to continue all the way down the trunk road. If an alternative access to site from A629 to A6068 would relieve traffic congestion that is already present and the excess that this application will cause. The Parish Council disagrees with highways department, and know from local experience there is already grave highway problems. The proposed application is to provide 123 parking spaces, this will provide many vehicular movements throughout the day along with the supply vehicles and any delivery vehicles. All this added to the problems already present is a disaster in the making.

15.3 32/2008/8540

Proposal: Change of Use of 1st & 2nd Floor Premises at Aireside Taxis (Retrospective)
Location: 1 East Keltus, Crosshills.
Applicant: Mr Michael Gallagher

COMMENTS: The Parish Council would like to make the following comments regarding the proposed application. The access to proposed parking bays is in a very dangerous area onto a very busy main, this access is right next to a bus stop, and directly opposite another road junction, the vehicles would need to either reverse in or out of the parking bays.

16. To Receive the Following Planning Decisions/Information:

16.1 32/2007/8180
Conversion of former care home, 2 Park Road, Crosshills – granted

16.2 32/2007/8356
Conversion of former coach house, 2 Park Road, Crosshills – granted

16.3 32/2008/8356
Ground Floor Extension, 13, Ryeland Street, Crosshills. – granted.

17. To confirm the Date of Next Meeting: 15th May 2008- 7:00pm - St Peters Church Hall, Crosshills.

Signed.....Chairman 15th May 2008