



# Glusburn & Cross Hills Parish Council

[www.glusburnandcrosshills.co.uk](http://www.glusburnandcrosshills.co.uk)

**CLERK**  
Mrs Judith Naylor

24 Styveton Way  
Steeton  
Nr Keighley  
BD20 6T  
01535 653923

**Email:**  
[contact@glusburnandcrosshills.co.uk](mailto:contact@glusburnandcrosshills.co.uk)

Minutes of the Meeting of Glusburn & Cross Hills Parish Council,  
held on **THURSDAY 20<sup>th</sup> August 2009** at 7:00pm  
in St Peters Church Hall, Crosshills.

Present: Chairman R Nicholson  
Cllrs P Baker, P Barrett, G Beck, Mrs G Birks, J Harker, Mrs M Nicholson,  
M Outhwaite,

Chairman welcomed the new Councillors to their first Parish Council Meeting and everyone introduced themselves.

### **1. To receive apologies for absence:**

Apologies due to illness had been received from Cllrs A Poskitt and A Thompson.

### **2. Public Participation: up to 15 Minutes:**

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

Mr J Gunpath of Glusburn had attended the meeting to speak about his intentions to form a Cross Hills Rotary Club.

He has been holding meetings for around 12 months now and has raised money for various local charities. Mr Gunpath wanted to know if the Rotary Club and the Parish council could work together.

The Parish Council felt that this was a good idea and the suggestion was that Mr Gunpath should meet with a small group of Parish Councillors to discuss this further.

Mr H Hinchcliffe had attended the meeting on behalf of the Craven Accordion Orchestra who are requesting a donation. The group have been given the opportunity for a Professor from a Russian University of Music to attend the Craven Orchestra and give a Master Class to the Craven Students and then also put on a show. The Craven Group have links with the Professor and his University as a local student has been studying in Russia. At present the Craven Accordion Orchestra have around 60 pupils from around Cross Hills & Glusburn. Chairman R Nicholson thanked Mr Hinchcliffe and promised that the request would be discussed later in the meeting.

### **3. Mr P Golightly- Yorkshire Water.**

Mr Golightly had attended the Meeting at the request of the Parish Council. With all the proposed local developments the Parish Council are very concerned regarding the run off surface water and also the condition of the sewerage system in the area.

Mr Golightly explained to the Parish Council about the sewerage in the area in that Yorkshire Water had a 5 year cycle for upgrading these systems and a new cycle is due to start in this area. Yorkshire Water is in constant contact with Craven District Council regarding the LDF and has requested from CDC that no further developments are agreed in this area.

The Parish Council felt that Yorkshire Water needs to say NO to CDC rather than just requesting.

Mr Golightly will try and get a copy of the comments made by Yorkshire Water to CDC regarding the LDF from Yorkshire Water Planning Department.

The surface water that runs off the land from large developments does cause Yorkshire Water some problems.

When there is a new development proposal, Yorkshire Water make comments to CDC at the planning stage regarding the foul water and surface water run off. CDC only consults Yorkshire Water on developments over 10 houses. Smaller developments then they are not usually contacted by CDC.

Mr Golightly had investigated Yorkshire Water complaints log for the Glusburn & Cross Hills area and the reports regarding problems or issues were very few and far between. Even when the area was very badly flooded there were very few complaints logged.

Mr Golightly encouraged Cllrs to inform residents that if there are any problems then ring and get the problem logged. **0845 1242424**. He reported that the Water Board were aware of several 'Hot Spots' in the area but the last reported problem was in 2002. When a problem is logged it has to be looked at. Sewerage escapes are all investigated. Overloading of the system gets a higher problem rating. Blockages can be flushed and salted out.

The issue at Green Lane and the proposed development was to pull surface water into a holding tank and then discharge into Green Lane rather than into the sewerage system. Yorkshire Water can not enforce that new developments have permeable drives.

In the last 10 years all planning documents are stating that the sewerage system is at its maximum capacity. All new properties should now have surface water separated away from the sewerage system.

The Environment Agency are statutory consultees on new developments. The PC asked if the Environment Agency and Yorkshire Water could work together as they would be stronger together.

Mr Golightly explained that since the floods of 2007 they do communicate much more. The Environment do not usually comment on development sites less than a hectare ( approx 30 houses).

The Parish Councillors requested that Yorkshire Water get the sewerage system sorted out before they give the go ahead for more developments, the need to inform CDC that they anticipate problems.

The whole of the Aire Valley will be built on eventually, Leeds City Region have huge plans for the area .Yorkshire Water also make comments on, Leeds and Bradford LDF Plans.

Mr Golightly again encouraged the PC to get residents to report and log complaints with Yorkshire Water.

#### **4. To receive Declaration of interest in items on the agenda:**

Cllr Mrs G Birks declared a personal interest in item 11.7 on the Agenda- Glusburn Institute.

#### **5. To confirm the Minutes of the Council Meeting held on the 18<sup>th</sup> June 2009:**

The Minutes were proposed by Cllr Mrs M Nicholson as a correct record. Seconded by Cllr P Baker. Agreed and signed by the Chairman.

## **6. To receive the Clerks Report & Correspondence:**

### **Sent/ To**

- a. Email to Yorkshire Water to request that a representative attends the August Parish Council Meeting.
- b. Email to Ken Martin and Chris Craven to organise a site visit to Holme Lane, Colne Road junction to look at the problem and discuss traffic lights at the junction.
- c. Letters and documentation sent to the 2 new parish Councillors following the Co-Option.
- d. Email to Jonathan Kerr and copy to Chief Executive at CDC regarding the problems with local Affordable Houses not going to local people. Request for the Housing Needs Assessment Survey to be looked at and updated
- e. Email to Chris Knowles-Fitton and the Chief Executive at CDC to ask why the letter from Cross Hills Group Practice objecting to the proposed car parking charges in Cross Hills was not read out at the meeting regarding these proposals.
- f. Email to treasurer of GIMC to request copies of the receipts for the replacement windows at Glusburn Institute to ensure that the PC donations are going towards the cost of the windows.
- g. Email to 2 companies requesting quotes for a new notice board.

### **Rec/From**

1. Clerks & Councils Direct- newsletter
2. MENCAP- Request for donation,
3. CDC. Consultation on Licensing Authorities Review.
4. SLCC- The Clerk- Newsletter
5. NYCC- Overview & Scrutiny Annual Report.
6. NYCC- Agenda for Craven Area Committee Meeting- 30.07.09
7. CDC. Planning Focus- newsletter.
8. Country Air- Newsletter- Rural Action.
9. CDC. District & Parish Electoral Changes. Following the proposal to change the cycle of District & Parish Electoral Cycles. This has now been confirmed that it will not change. Of the 100 bodies consulted only 27 replied.
10. Greenbarnes- quotes for notice boards.
11. SLCC. Details of course- 10.09.09 Safe & Sound- Health & Safety Reducing Risk.
12. GIMC. Reply to the request for copies of Invoices regarding the new replacement windows at the Institute. None available at the present time.
13. Glasdon- Quotes for notice boards.
14. North Yorkshire Police. Community Speed Watch Scheme. This will cost each Parish £200.83.
15. Land Registry- Peterborough. Request from the Gas Board to change the lease of the piece of land that the Gas governor sits on to – absolute leasehold. Gas Board have a lease from John Horsfall for 60 years from November 1971. Copy of lease requested. Gas Board have paid no rent to the GIMC for several years.
16. Jason Perkins- CPO. Details regarding the youths involved in the reparation work in the local villages.
17. CDC. Paul Florentine, details regarding the proposals to change the waste collection process .CDC are due to hold a meeting on the 19<sup>th</sup> August to make a decision. CDC offered to attend Parish Council Meeting between August and December to speak to PC regarding the outcome of the Meeting. Clerk requested that CDC attends the September PC Meeting.
18. Craven Accordion Orchestra. Request for a donation.
19. BT. Adopt a Red Telephone Kiosk Scheme.
20. CDC. Questionnaire regarding transport issues.

### **Matters Arising from Clerks Report & Correspondence:**

A meeting is to be arranged to look at the proposals for widening the footpath along Colne Road, and the snicket into Walker Close.

The proposal to have a new notice board for the Parish Council at the Institute was discussed and Cllr Outhwaite pointed out that the Institute notice board is in need of repair/replacement, and it was suggested that maybe the PC could purchase a larger notice board to replace the Institute one and both share one larger notice board, this would then perhaps not need planning permission as it would be a replacement. Item to be taken to a GIMC Meeting for further discussion.

14. The Parish Council discussed the letter from Sgt Scott and it was Proposed by Cllr G Beck that the PC donate the £200.83 requested, this was seconded by Cllr Mrs M Nicholson. The PC were all in agreement of spending the £200.83 towards the cost of the equipment for the Community Speed Watch Scheme. Clerk to contact Sgt Scott and confirm this.
15. The lease for the land that the Gas Governor is sited at the Institute has never been seen. It was suggested that the Clerk contacts Cirtek and ask if they have seen a lease in amongst their old paperwork
16. With regard to the reparation work, this is mostly going to be carried out in Sutton Park. Cllrs suggested that if work is needed in Glusburn and Cross Hills then we should suggest, Lothersdale Road, Glusburn park and around the schools.
19. The Parish Council were all in agreement that they did not want to adopt the Red Telephone Kiosk at the bottom of Wheatland's Lane. Clerk to inform BT.
- 20 Chairman R Nicholson volunteered to complete the Transport Questionnaire.

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

- 7:1 New Notice Board – Glusburn Institute. This issue to be discussed at the next GICM Meeting and brought back to the PC Meeting.

**8. Highways & Transportation:**

The bushes overhanging Old Station Road are in need of trimming back. Railtrack to be approached and asked to arrange for the work.

Opposite the White Bear Public House, the bushes are over hanging the footpath. Resident living opposite on Lyndale Avenue to be asked to trim back the bushes.

Clerk to contact the Highways office and request that they remove the redundant posts with no signs that are getting left around the villages.

A site visit with Ken Martin and Chris Craven from NYCC was held at the top of Holme Lane to look at the problems and to see if traffic lights would help solve any problems. And also to look at the possibility of traffic lights at the top of Station Road. If traffic lights were installed at the top of Holme Lane then they would also need to be installed at the exit from St Peters. The church will need to be contact and consulted on this proposal. First indications are that the church would be happy to have traffic lights as it would help traffic exiting from the church grounds.

8:30pm – Cllr G Beck left the meeting.

**9. Local Development Framework**

CDC. With regard the Spacial Planning Meeting, the timetable has slipped. CDC staff are having to cope with staff shortages, as members of staff leave their posts are not being filled. It looks as though it will be 2012 before everything is back on track at CDC. The plan is to employ a Policy Officer on a 3 year fixed term contract to move items forward.

**10. Litter:**

The cleaning operative in the villages has been replaced.

Cllrs have received complaints regarding the farmer's trailer parked just off the road by the fish and chip shop in Glusburn. It has lots of rubbish collecting around it and it is suspected that there are rats in the rubbish. Clerk to contact the Environmental Health. The house next to this has children living there.

## **11. Reports:**

### **11.1 Parks & Recreation / Amenity land, Colne Road:**

The concrete ends from the old seats are still in situ down by Woodrows, children are playing with them and this is very dangerous due to the size and weight of the, Clerk to contact Danny Wood and request that he removes them as he should have done some months ago.

### **11.2 Lighting and Christmas Lights:**

The street lights numbers for the new sockets need to be forwarded to Peter Ball.

The lamp post by the bus shelter on Holme Lane still has the overhanging tree owned by South Craven School. Clerk to write to the head teacher and copy letter to the Chair of School Governors, request for the tree to be cut back.

### **11.3 Townend Allotments:**

The draft constitution for the Allotment Society should be with the Clerk shortly. Once received it will be copied and distributed to all PC members for them to read and make comments.

The holly bush overhanging into Boundary Avenue needs to be cut back, but it would appear to be growing around BT phone lines. Clerk to contact BT and ask them to cut back / remove.

### **11.4 YLCA:**

Cllr Mrs Nicholson reported back from the joint annual meeting of the YLCA.

YLCA are moving out of their offices at William House.

Local Parish councils that have obtained Quality Status are: Steeton, Oxenhope and Settle. To go forward to obtain the quality status the Councils have to have the Clerk and 80% of Cllrs fully trained.

The meeting put forward to NALC the request regarding the rule about calling a public meeting the YLCA agree that having just 2 members to call a meeting is not enough.

A Community Council in Bradford is the first to be a fully ethnic Council.

The NALC are to lobby MP's in parliament to try and get some funding for the Queens Silver Jubilee in 2012.

The Britain In Bloom Committee are struggling for judges, the judges have to be trained to a set standard.

### **11.5 CDC:**

At the recent CDC Meeting to discuss the proposal to have 2 weekly refuse collections, the proposal was voted in and will commence in January 2010. Many Cllrs objected to this proposal and asked for a trial period.

The vote went to a tied vote and the chairman used his casting vote. Council rates will not be reduced, at the moment CDC have a 90% satisfaction rate for refuse collection, this rate will certainly go down

CDC have offered for a representative to come out to Parish Council Meetings to answer questions surrounding this decision. Clerk has organised for a representative to attend the September PC Meeting.

Notices to go on boards ASAP to give the public plenty of notice.

### **11.6 NYCC:**

Cllrs requested that the Clerk contacts Ken Martin at CDC and request criteria regarding the provision of car parking for retail and industrial usage.

### **11.7 Glusburn Institute:**

Cllr Mrs Birks reported that the Oliver Production is going very well. A Heritage Weekend is coming up shortly and the History Trail by Glusburn School will be included.

## **12. To consider the Parish Newsletter:**

Reports from the Parish Plan Committee is that they have received a 30% return on the questionnaire and the information is currently going into the database. Once the inputting is completed the plan will be finalised.

### **Parish Council Website:**

Information is put on the website and notices are added by the Clerk. Clerk to have further training to be able to do more with the website.

### **13. Financial Matters. ( 2 months)**

Following the request from the accordion orchestra for a donation, the matter was discussed and Cllrs agreed that the PC should support groups that teach and train the youngsters of the villages. It was proposed by Cllr P Baker that the PC donate £750 towards the costs of the Club, this was seconded by Cllr J Harker, Cllrs were all in agreement.

#### **13.1 To approve the following accounts for payment**

a)	Park Administration	3240.66
b)	Clerks Salary	830.82
c)	Clerks Expenses	27.80
d)	Relief Park Keeper	94.50
e)	Marsden Contract Services	1404.27
f)	NYCC Street Lighting Work	97.91
	NYCC Street Lighting work	14.24
g)	CDC. Allotment rental	1575.00
h)	N Atkinson- repair work at Allotment Site	1012.00
i)	NPower park	114.63
j)	Green Syke Nurseries	550.00
k)	Yorkshire Water	9.62
l)	Wheelie Hot Wash-bus shelter cleaning	35.70
m)	Turner & Ward-park repairs	31.00
n)	St Peters Church hall – room hire	75.00
o)	Arvall PHH fuel	97.67
p)	Morrisons ( flowers)	9.79
q.	Small Office Supplies	54.91
q)	Craven Accordion Orchestra	750.00

14. To consider the following Planning Applications:

#### **14.1 32/2009/9823**

**Proposal:** Application To Discharge Condition No 3 Of Approved Permission 32/2005/5069.  
**Location:** The Brace Place, 2 Albert Road, Cross Hills  
**Applicant:** Mr Guy Atherton

**Comment:** **No adverse comments**

#### **14.2 32/2009/9835**

**Proposal:** Change of Use from Hairdressers Salon (A1) To Holistic Treatment Rooms (D1)  
**Location:** 1 East Keltus, Cross Hills.  
**Applicant:** Mr Michael Gallagher

**Comment:** **No adverse comments**

#### **14.3 32/2009/9837**

**Proposal:** Two Storey Extension ( resubmission of Application 32/2009/9393)  
**Location:** 59 Clayton Hall Road, Crosshills  
**Applicant:** Mr & Mrs Robin & Cynthia Finnis

**Comment:** **No adverse comments**

**14.4. 32/2009/9857**

**Proposal:** Two storey 3 bed dwelling with associated parking  
**Location:** Borrowdale, Baxter Wood, Cross Hills.  
**Applicant:** Miss G Ferguson

**Comments:** **The Parish Council feel that this application is overdevelopment of the site. The proposed new dwelling will be outside the building line. Baxter Wood is a narrow road, where are the parking spaces for the proposed new development. The proposed new development will block light on both the sole entrance door and gable end of the original building. The distance from the property on the other side of the road 'Clumber' is too near . also the elevation of the proposed dwelling will be over bearing on 'Clumber'. The emergency services access to Baxter Wood could be compromised by the number of vehicles along Baxter Wood, more properties are creating more vehicles.**

**15. To Receive the Following Planning Decisions/Information:**

32/2009/9643 **GRANTED**  
Mr Robert Austin  
Alterations to planning application to increase footprint to two storey extension  
Gappe Stones,  
Lothersdale Road,  
Glusburn.

32/2009/9662 **GRANTED**  
Mr B Kidd  
Ashfield Farm,  
Cross Hills  
Variation of condition of planning application, to allow modern agricultural buildings to be demolished prior to occupation of new dwellings.

32/2009/9691 **GRANTED**  
Mr A Ogley  
21 Clayton Hall Road  
Crosshills  
Erection of Metal Flue to west side elevation.

32/2009/9762 **GRANTED**  
Mrs R Ward  
5 Beanlands Drive  
Glusburn  
Works to crown lift 2 beech trees.

**16. To confirm the Date of Next Meeting**  
**17<sup>th</sup> September 2009 - 7:00pm - St Peters Church Hall, Crosshills.**

Signed.....Chairman 17<sup>th</sup> September 2009