



Glusburn & Cross Hills Parish Council

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Minutes from the Meeting of Glusburn & Cross Hills Parish Council,
held on **17th February 2011** at 7:00pm in St Peters Church Hall, Cross Hills.

Present: Chairman J Harker
Cllrs P Baker, Mrs G Birks, I Gibson, P Hargreaves, G Reitherman, M Outhwaite,
Mrs S Robinson,

Also present were: Cllr A Perrow – Chairman of Cowling Parish Council
County Councillor Philip Barrett
Mrs Sue Ingham – Organiser of the proposed 'Fall Fest'

1. To receive apologies for absence:

Apologies had been received from Cllrs G Beck and B Horne.

2. Cllr A Perrow- Chairman of Cowling Parish Council to speak to the Parish Council regarding the Cowling Parish Councils lengthsman.

Cllr Perrow spoke at length to the Parish Council about the role of the lengthsman at Cowling. He reported that the Parish Council and the residents all gave positive feedback about the role of lengthsman around the village. Cllr Perrow gave many pointers on what the Parish Council should consider and the ways that Cowling went about appointing a person as lengthsman. The person in Cowling works 8 hours per week. The Council are flexible in that if the person is off sick they can make the hours up the next week by arrangement. If the weather is particularly bad on a day of work the day can be swapped – again by agreement. Cllr Perrow explained that the Clerk and the lengthsman communicate on a regular basis.

- Cowling PC had many applicants
- Use a scoring basis at interview and ask the same questions to each applicant.
- Self employed basis is the best way in this instance
- 3 month trial – best for both sides
- The Parish Clerk is the first contact point for the lengthsman/first employer- PC is second
- The Council/ Chairman have regular update meetings with the lengthsman.
- Written reports by the lengthsman are given to the Parish Clerk every week.
- Notebook allows the lengthsman to make notes of comments or problems from residents.
- Digital camera is a must for the lengthsman to take photographs of problems – evidence and a photographic report to send to NYCC or CDC.
- PC provided protective clothing etc.
- Parish Clerk will provide Glusburn with a copy of the job description – Clerk has now requested this.

3. Public Participation: up to 15 Minutes:

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

Mrs Sue Ingham had attended the meeting to put her proposals to the Parish Council and to ask for a donation towards the start up costs of her proposal.

Mrs Ingham plans to organise a festival from the 30th September to the 2nd October. The plans are to have a Robbie Williams tribute night on the Friday followed by local acts competing in a 'last act standing' competition. On the Saturday the main guest will be Clare Teal. Over the weekend there will be many activities going on, hopefully ending on the Sunday with a BBQ and live music. The event is planned to take place at Glusburn Institute.

Mrs Ingham is hoping that the Dog & Gun will be the main sponsor

Cllrs spoke to Mrs Ingham and asked relevant questions of her. Mrs Ingham explained that the event is going to cost in the region of £10,000.00 to stage and was asking the PC for £3000.00.

Chairman J Harker thanked Mrs Ingham for attending the meeting.

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

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

Cllr M Outhwaite declared a personal interest in Item 11.7 of the Agenda- Glusburn Institute

5. To confirm the Minutes of the Council Meeting held on the 20th January 2011

Following an amendment on page 2060, the minutes were proposed by Cllr Mrs G Birks as a true record, this was seconded by Cllr Ian Gibson. Agreed and signed by the Chairman.

6. To receive the Clerks Report & Correspondence:

Sent/To

- a. Email to Craven Herald Reporter, to inform the press officer that the toilets in Glusburn park are still open and not closed as reported in the Craven Herald.
- b. Email to Cowling PC Chairman to ask if he is willing to attend one of the PC meetings to speak about the lengthsman they employ at Cowling.
- c. Email to Paul Florentine to request the schedule for the mechanical sweeper for Cross Hills & Glusburn.
- d. Email to Mary Vickers, CDC dog warden regarding Shutt Lane, Glusburn, also to ask if a meeting with the PC would be of any use to her.
- e. Email to CDC requesting the damaged sign in the Co-op car park be removed.
- f. Letter to Mr Green of park road requesting that he has a tree surgeon to look at his trees that are overhanging the tennis courts in Glusburn Park.

Rec/From

1. CDC. Final Proposals for the Community Governance Review 2010/2011
2. Letter and photographs re complaint From Mr Airey re Cornerways, Glusburn.
3. Country Air Magazine, newsletter from rural Action Yorkshire.
4. Sue Ryder Care, Manorlands, Oxenhope, request for a donation.
5. Chris Atkinson, Planner at David Hills. Brief report from the meeting held at the offices of David Hill in Jan 2011 where several of the Parish Cllrs attended.
6. The Clerk, newsletter from SLCC.
7. NYCC. Agenda for the Craven Area Committee – 10th Feb 2011.
8. Bradford Metropolitan Council. Waste Management Development Plan. Consultation 21.01.11 to 01.04.11
9. EON, Confirmation that they are now the electricity suppliers for the park and the public toilets in Cross Hills.
10. NYCC. Consultation on Library Proposals. Views required by the 28th Feb 2011.
11. RoSPA, Details of play equipment safety inspections. Glusburn is due in Sept 2011.
12. CDC. Expressions of interest for Skipton Town Hall. Invitation to submit expressions of interest for the management of the Town Hall.

13. CDC. Community Governance Review. Final Proposals, details regarding the under pass at Kildwick/Cross Hills. Colin Iveson is to recommend that the underpass falls wholly in Kildwick unless further views are received before the 7th March 2011.
14. White Rose Update- newsletter from YLCA.
15. Parish Charter- document from NYCC.
16. NYCC Pension Forms- to sign if Parish Clerk wishes to join the pension scheme.

Matters Arising from Clerks Report & Correspondence:

4. After discussion Cllr Mrs G Birks proposed that the PC donate £500 to Manorland's, this was seconded by Cllr Mrs S Robinson. Cllrs were all in favour.
15. To be forwarded to all Cllrs.
16. The Clerk to complete the relevant forms to join NYCC Pension Scheme.

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

7.1 Cross Hills Public Conveniences:

The problem with the water is still not fixed in the toilets. Clerk to contact Marsden's and ask them to contact Cllr G Reitherman to arrange a site visit.

7.2 Public toilets in Glusburn Park:

The Park Committee have had a meeting in the Park with the local architect and a feasibility study has been carried out regarding the toilets. It looks as though there will be three options for the possible upgrade of the toilets in their current position. This to be discussed further at the next meeting when everyone has had time to read the document and the suggestions.

The tree stumps around the toilets need to be removed and to do the job correctly the roots need to be grinded out, this is a job which the park keeper can not do, due to the equipment required. It was proposed by Cllr Mrs G Birks that the tree surgeons be asked to do the work. This was seconded by Cllr M Outhwaite. Cllr P Baker felt that the park keeper should be able to carry out the work.

7.3 Plans for Royal Wedding / Britain In Bloom:

Cllr I Gibson raised the item of the Royal Wedding and should the PC be organising an event. It would appear that the local residents are not particularly interested in an event.

Also Cllr I Gibson raised the issue of the hanging baskets and perhaps Glusburn & Cross Hills in bloom, he wondered if the local school and any groups would be interested in the baskets and the flower beds. Clerk to email to all Cllrs the suggestions put forward by Cllr Gibson.

8. Highways & Transportation:

Cllr P Baker reported to the meeting that NYCC highways have completed the work on a hole in the main street but just left the others

Following the suggestion from Cowling PC, Cllrs agreed to take photographs of problems and issues and send them to the Clerk for forwarding to the relevant authority.

Clerk to request the cleaning schedule for the mechanical sweeper for South Craven.

8:35pm Cllr P Hargreaves left the meeting

9. Local Development Framework / Housing Strategy Initiative:

The Housing Strategy Group will report back to the next PC meeting regarding the questionnaire findings and results.

10. Litter:

Following the talk from Cllr Perrow of Cowling PC the Cllrs discussed at length the idea of a lengthsman. The suggestions raised some problems and also some good points. Cllrs to report to the March meeting with 'hot spots' in the villages that would need intense cleaning and also other area of high need. The hours of such a person was also discussed, would the hours need to be less during school holidays ? Cllrs were in agreement to take Cllr Perrow up on his offer to go and meet the Cowling lengthsman and speak to her regarding her role.

11. Reports:

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

11.2 Lighting and Christmas Lights: Nothing to report

11.3 Townend Allotments: Nothing to report.

11.4 Yorkshire Local Council Association:

Cllr P Baker reported on the latest meeting of the YLCA. The main issue to report back was the problem with land ownership and that some Parish Councils were losing out of land as it has never been registered to the Parish Councils. Clerk to make further enquiries to the Land Registry.

County Cllr P Barrett requested the items for NYCC / CDC be put earlier on the Agenda.

11.5 Craven District Council:

Cllr Barrett reported to the meeting that CDC has to find 1.2m over the next 4 years. The issue of car parking will again be focused on Cross Hills, possible to be introduced by 2012-2013 as CDC know this will provide good revenue for them. The housing needs survey put out has not been received well by residents, the questionnaire is far too intrusive.

11.6 North Yorkshire County Council :

The concessionary fares offered by NYCC looks as if it will be cut due to the 5m shortfall on the service. It would appear that over the next financial year NYCC have forecast a 6m shortfall. NYCC will need to go into the reserves to meet figures, this money will hopefully be put back into reserves over several years. Over the next four years many services will be cut back. The Area Committee budget will cease at the end of this financial year, as will the Community Fund. The Consultation for the Library Service is still ongoing and has created a huge response, at the present time the library in Cross Hills is hoping to remain open.

11.7 Glusburn Institute:

Cllrs discussed in length the idea put forward by Sue Ingham for the 'Fall Fest'. Cllr G Birks explained the Sue was already working with Catherine Johnson from CDC. Cllrs raised concern around where any money would go and who would be in charge of the funds. After discussion it was proposed by Cllr G Reitherman that the Parish Council should underwrite the 'Fall Fest' event to a maximum of £3000, any money given by the Parish Council would have to be paid into a restricted account for the 'Fall Fest' and be a totally separate account from the Glusburn Institute Management Committee account - this was seconded by Cllr P Baker. Cllr were in favour of the underwriting and a separate bank account.

Cllr Mrs G Birks reported that the pantomime was once again up and running ready for the opening and would have show over 5 days.

12. To consider the Parish Newsletter / Parish Plan: Nothing to report.

13. Financial Matters:

13.1 To approve the accounts for payment

a)	Park Administration	1668.44
b)	Clerks Salary	423.66
c)	Clerks Expenses	16.80
d)	Relief Park Keeper	13.50
e)	Marsden Contract Services	811.99
f)	CDC. Rates for public toilets	54.00
g)	Turner & Ward – service on tractor	345.36
h)	EON Electricity bill for Park	5.10
i)	NPOWER electricity bill for Park	21.29
j)	EON electricity bill for toilets in Cross Hills	18.66
k)	NPOWER electricity bill fro toilets in Cross Hills	95.31
l)	Tarmac – Christmas Lights work	337.46
j)	Cross Hills handyman	22.80
k)	Bradford Met	822.50
l)	Small Office Supplies	55.80
m)	Keighley Tree service	2328.00

The accounts for payment were proposed by Cllr Mrs G Birks and seconded by Cllr Mrs S Robinson. Cllrs were all in agreement.

14. To consider the following Planning Applications:

14.1

32/2010/11220

Proposal: Conversion Of Existing Cottage And Farm Building To Form Workspace with Ancillary Dwelling. – amended plans.

Location: Green House Farm, Binns Lane, Off Green Lane, Glusburn.

Applicant: Mr & Mrs Frank Snowden.

Comment: **This application had been already passed by CDC before the PC Meeting.**

14.2

32/2010/11331

Proposal: Certificate Of Lawful Development For A Proposed Construction Of Single Storey Rear Extension To Provide Ground Floor Shower Room / WC & Rear Entrance Porch.

Location: 24 Ash Street, Cross Hills.

Applicant: Mr & Mrs Dobson

Comment: **No adverse comments**

14.3

32/2010/11366

Proposal: Proposed New Dwelling For An Agricultural Worker

Location: Royd House, Lingah Hill, Glusburn

Applicant: Mr Alan Wade

Comment: **There is some confusion over this address and the previous refusal, the circumstances not changed since last application. No plans were submitted to the PC so unable to pass comment,**

15. To Receive the Following Planning Decisions/Information:

32/2010/11113

Proposed Sun Room And Veranda And Alterations To Existing Boundary wall
12 Keighley Road, Cross Hills

GRANTED

32/2010/11165

Construction Of employment Unit For B2/B8 Use (amendment to unit types approved by 32/2008/8571)
Eastern End of Riparian Way, Cross Hills.

GRANTED

32/2010/11173

Extension to Existing Conservatory
5a Harrison Place, Glusburn

GRANTED

32/2010/11201

Ground Floor Retail Development Plus 12 No. apartments At Ground , First And Second Floor Levels(
Renewal Of Planning Permission 32/2010/8578)
19 – 25 Main Street, Cross Hills.

GRANTED

32/2010/11220

Conversion Of Existing Cottage And Farm Building To Form Workspace with Ancillary
Dwelling - amended plans.
Green House Farm, Binns Lane, Off Green Lane, Glusburn.

GRANTED

Signed..... Chairman 17th March 2010