



Glusburn & Cross Hills Parish Council

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CLERK

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Minutes of the Meeting of Glusburn & Cross Hills Parish Council,
held on **20th January 2011** at 7:00pm in St Peters Church Hall, Cross Hills.

Present: Vice Chairman P. Baker
Cllrs G Beck, Mrs G Birks, I Gibson, P Hargreaves, B Horne, M Outhwaite,
G Reitherman, Mrs S Robinson

Also present was County Cllr P Barrett and 6 members of the public.

1. To receive apologies for absence: Apologies were received from Cllr J Harker.

2. Public Participation: up to 15 Minutes:

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

Mr G Garland, Resident of Walker Close, Glusburn and also President of Glusburn Cricket club. Mr Garland had attended the meeting to raise his concerns regarding the planning application from Cirteq. Mr Garland asked that the Parish Council scrutinise the application very closely before making any comments. He is of the opinion that many aspects of the previous application are not included in the current details due to the reasons for the previous application being refused. Mr Garland asked if any reports had been received regarding the omissions from the building. None had been received by the Parish Council. Mr Garland reported that the omissions were still a huge problem. Mr Garland also stated that the new proposed development will be very near to the Cricket Ground and problems may arise when matches are being played.

Mrs M Beaufoy seconded all what Mr Garland has said, she also reported that there were many bats in the area, but Cirteq have reported that the area is not suitable for bats. Mrs Beaufoy requested that a full bat report be carried out on the proposed site.

Mr J Nelson had attended the meeting to raise his concerns regarding the planning application at Greenhouse Farm, Binns Lane, Glusburn. Mr Nelson reported that two applications had already been refused on Binns Lane due to the access road and the junction onto Green Lane. As the application is for workspace, once the property is sold no one knows what the business would be and how much traffic that would create. The access road is single track with very limited passing spaces.

Mr & Mrs J Airey residents of Cornerways Gardens, Glusburn. Mr Airey spoke about the application at Cirteq and again the issue of increased traffic was raised, he stated that he can not get out onto Colne Road on a morning due to standing traffic; the new development would only make this worse.

Vice Chairman thanked all members of the public for attending.

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

Cllr Mrs G Birks declared a personal interest in Item 10.7 of the Agenda- Glusburn Institute.
Cllr M Outhwaite declared a personal interest in Item 10.7 of the Agenda- Glusburn Institute.

Agenda item 6.3 Brought forward due to Cllr Beck needing to leave the meeting early.

Members of the public and the Clerk were asked to leave the meeting whilst the following discussions took place.

6.3 Employees Salary's & Contracts

Cllrs discussed the Park Keepers contract and were all in agreement that the Parish Council had followed the contract regarding annual leave and pay increments for the park keeper.

Cllrs discussed the Clerks contract and it was apparent that due to the PC not been members of the YLCA for a period of years no details regarding Clerks salaries and the National Scale had been received. Now that the PC are members of the YLCA the finance Chairman- Cllr G Beck had been in touch with the YLCA and requested their advice regarding the Clerks contract and salary. The YLCA had advised Cllr Beck that the PC needed to address the issue of back pay that is due to the Clerk because the PC had not complied with the Contract Of Employment in the past few years. They advised that the best solution would be to discuss this issue with the Clerk so that both sides could negotiate a satisfactory scale and spinal column point from which to commence a proper system and annual review.

A meeting had taken place with the Clerk and with guidance from the YLCA, the proposed Scale was LC2 and spinal column point 29. The Clerk agreed to these proposals and agreed to accept back pay dated back to 2007/2008 only and was in agreement that the previous years back to 1998 when she commenced as Clerk to be left as they were.

Cllr G Beck agreed to look at the Clerks contract and to have the details amended to now include the relevant details for the scale (LC2) and spinal column point (29) that the Clerk will be on starting from 1st April 2011. An annual review will also take place. The Clerk will need to consider and inform the PC if membership of the NYCC Pension Fund is required. As the PC offer this to the Park Keeper the Parish Clerk is also entitled to join the NYCC Pension Fund.

Cllr G Beck left the Meeting.

4. To confirm the Minutes of the Council Meeting held on the 16th December 2010:

Cllr P Hargreaves proposed the minutes as a correct record, seconded by Cllr Mrs S Robinson, agreed and signed by the Chairman.

5. To receive the Clerks Report & Correspondence

Sent/to

- a. Vitalise- Carers In The Community. PC is unable to help with financial support at present.
- b. Email to Skipton CAB to request a copy of the latest accounts to enable the PC to discuss the request for a donation.
- c. Email to NYCC Highways regarding the accident at the top of Station Road, Cross Hills and the concerns of the Parish Council.
- d. Email to Gary Atkinson, footpath officer at NYCC, thanking him for organising the new gate on the footpath at Glusburn Bridge
- e. Email to Cowling PC to ask if the Chairman or person involved with the lengthsman would attend one of the PC meetings to answer questions etc.
- f. Email to Philip Birch at Tarmac to thank him and his work force for the work involved with the Christmas Lights.
- g. Email to Peter Ball at NYCC to thank him and his work force for the work involved with the Christmas Lights.

Received/ From

1. John Heaton, relief park keeper, concerned regarding recent reports in the press about the toilets in Glusburn Park being closed which he says they are not.
2. Paul Florentine –CDC, feedback from meeting regarding the litter etc. It does not look as if it is possible to have periodic litter clearance in South Craven provided by CDC.
3. Craven Citizens Advice Bureau, request for a donation.
4. Chris Atkinson, Planner for David Hill. Details regarding proposed residential development at Green Lane, Glusburn. Offer to meet with PC and discuss the proposed plans.
5. Her Majesty's Courts Service. Letter to thank the PC for responding to recent consultations on the provision of court services in the North & West Yorkshire HMCS Area. Confirmation that Skipton Magistrates Court & Skipton County Court will both remain open, however Keighley Magistrates Court and Keighley County Court will both be closing.
6. E.ON, Details regarding the two accounts with them for electricity. Glusburn Park and the public toilets in Cross Hills.
7. NYCC. Update on the progress of the North Yorkshire & York Waste PFI.
8. Airedale Tree Surgeons Ltd, quote for the tree work required in the park.
9. Spencer Davies – Solicitors, Receipt for the recent cheque.
10. OAP Association, Cross Hills. Thank you letter for recent donation.
11. St Peters Church. Apologies for there being no heating on in the room for the December meeting.
12. Airedale NHS Foundation Trust. Details on events Winter-Spring 2011.
13. Julian Smith MP. Offer to take up the offer of a Meeting with the PC.
14. Chris Atkinson from David Hill's, suggestion for meeting with members of the Parish Council – 27th January 2011 at their Skipton office.

Matters Arising from the Clerks Report & Correspondence:

- e. Clerk to contact Cowling PC to ask if the Chairman is willing to attend one of the PC meetings to speak about the lengthsman they employ at Cowling.
1. Clerk to contact the Craven Herald and make them aware that the toilets in Glusburn Park are open.
2. Clerk to contact Paul Florentine and request the mechanical sweeper schedule for Cross Hills and Glusburn.
3. Following a discussion regarding the request from the Craven Citizens Advice Bureau for a donation it was proposed by Cllr Mrs G Birks that the PC give a donation the same as last year which was £750.00 this was seconded by Cllr G Reitherman, Cllrs were all in favour.
4. A meeting has been arranged for the 27th January 2011 at the offices of David Hill in Skipton for members to meet and discuss the proposals for Green Lane. Glusburn.
13. Clerk to reply and confirm that the meeting will be arranged for 7pm for 1 hour on the 7th April 2011 at St Peters Church Hall. Clerk to book the room.

7:45pm Cllr M Wheeler arrived at the meeting.

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

6.1 Cross Hills Public Conveniences

Cllr G Reitherman reported back to the meeting about the recent events at the public toilets in Cross Hills. The door to the disabled toilet has been vandalised and the lock broken. Marsden's Contractors are looking at repairing this.

The water dispenser in the gents has actually been turned off, it would appear it is faulty, Marsdens to investigate why it has been turned off and not reported as a fault, this will be repaired.

Quotes for the interior painting of the toilets to be obtained once the finer weather arrives.

Cllr G Reitherman requested that the Clerk informs Marsden Contractors that the PC need to know immediately of any problems or issues with the toilets. Clerk to inform Steve Marsden.

6.2 Public toilets in Glusburn Park

Quotes have been received for the required tree work around the toilet area in the Park.

A local architect has offered to visit the park and meet with the park committee to discuss the way forward with the toilets in the park, many years ago the PC had some plans drawn up by the architect at Bradley, Clerk to try and chase this company to see if they still have the plans.

The local architect has stated he will not charge for the initial work – looking at the toilets, he has done some work at other parks and toilets in the area.

6.3 Employees Salary's & Contracts: Previously discussed.

7. Highways & Transportation

The roads around the villages are in desperate need of sweeping.

There is a road sign at the Co-op in Cross Hills that is bent and needs removing. Clerk to contact CDC and request that the sign is removed.

8. Local Development Framework / Housing Strategy Initiative:

Cllr P Hargreaves reported to the meeting regarding the Housing Strategy questionnaire that had gone to residents in December 2010. The initial analysis is that they have had over 25% returned and this may increase once all the figures are in. There appears to be strong responses regarding housing in that housing needs to be built on brown land sites and not on green field land. The next meeting of the strategy group is not while February 2011 and it is doubtful that a full report with statistics will be ready for the PC meeting in February,

The North Yorkshire housing strategy due to start next week – late January 2011.

9. Litter:

The villages still have too much litter about in the streets. The Clerk has requested the timetable for the mechanical sweeper, this needs to be visiting South Craven on a more frequent basis.

The bottom of Shutt lane is a problem area for dog mess, Clerk to contact the dog warden and request a visit. Cllr P Hargreaves suggested the PC meet with the dog warden to see if there is anything the PC can do to help. The local vets are still providing free poo bags for dog owners but still some owners continue to leave the mess on the streets and do not pick up after their dog.

10. Reports:

10.1 Parks & Recreation /

Following the quotes for the tree work in the park it was proposed by Cllr M Outhwaite that the PC go ahead with the tree work and make a start on the work needed in the park. This was seconded by Cllr G Reitherman. Cllrs were all in favour. Cllr G Reitherman to instruct the tree surgeons to carry out the work at a cost of £1640 plus VAT.

Cllr G Reitherman commented on the reports in the paper about the toilets being closed in the park, this is not the case, however he thinks the Pc may eventually need a rota to open and lock the toilets in the park..

The Park Committee at the request of the PC produced an action plan for the suggested work in the park:

1. February / March 2011

Crown lift 7 deciduous trees around the toilet block and remove around 40 shrubs and small trees.

2. March / April 2011

Remove laurel bushes and old stumps in the same area and seed the area,

3. May 2011

Painting of the shelter, skate park jumps, seats railings, goal posts and gates.

4. April / May 2011

Remove some shrubs on right of 'bonfire' space

5. April / May 2011

Replace rose bushes and add some colourful planting.

6. June 2011

Purchase 2 additional picnic tables and possibly 2 or 3 new benches. Provide some concrete flags for BBQs.

7. June 2011

Make fencing around the tennis court safe

8. 2012

Purchase additional play equipment

9. 2012

Improve / increase signs for the park, timing dependant on decision regarding new toilets

10. 2012

Remainder of deciduous trees to be crown lifted

11 2012

Remove some bushes and shrubs in a number of areas to improve light and growth.

There are also some trees by the tennis court that need cutting back; they belong to the land owner which is Mr Green who lives in Park Road. Clerk to contact Mr Green and request the work be carried out, Clerk to inform Mr Green that the PC are having work carried out by tree surgeons and provide their telephone number.

A letter had been received from the park keeper on his decision to retire. Clerk to reply to the park keeper and also to inform NYCC of his decision.

Amenity land, Colne Road,

The bushes in the amenity will be trimmed back once the better weather is here.

10.2 Lighting and Christmas Lights

Once again the Christmas lights looked really good this year with many positive comments from the general public. There was a problem with one light which had to be taken down and repaired.

10.3 Townend Allotments

There is a problem at the allotments regarding security, the fencing is not keeping the vandals out and some of the allotment holders have been complaining.

10.4 Yorkshire Local Council Association

CLr P Baker reported that the next meeting is due to be held on Saturday 22nd January 2011.

10.5 Craven District Council:

County Councillor P Barrett reported to the meeting:

The Housing Needs Survey is due to go out, prices of affordable housing is on offer to try and interest more people back into the market.

The Community Governance latest is that the Warding of Glusburn & Cross Hills has now been dropped however the recommendation is that the Councillors for Glusburn & Cross Hills should be reduced to 10 instead of the current 11.

Most of the boundary recommendations have now been accepted.

Clerk to contact CDC and Colin Iveson and inform him that the Parish council would like to remain at 11 and not drop down to 10. The area is about to grow and the last election was contested and now more and more work is going to be placed with Parish Councils.

The environmental health department is looking at being a shared service between CDC and the Selby area, this would mean the loss of two officers at Skipton.

CDC are to start and charge for pre planning advice, this was previously a free service. The charges will be based on a scale dependant on the size of the development. The duty officer will be available for free advice but this will be by appointment only.

Add on applications to residential properties will not carry a charge.

All fees and charges are to be looked at along with the discretionary services.

The Capital Plan was revised in December 2010, but there are some issues surrounding the projection for 2012 as it looks like it will end in a deficit.

The move for CDC to Belle Vue Mills will still go ahead.

10.6 North Yorkshire County Council:

Consultation regarding NYCC Library services is underway; the proposals are to reduce the number of libraries from 43 to 18. The consultation ends on the 28th February 2011.

The usage at Cross Hills Library has doubled since the refurbishment and is now up at around 1000 users per week.

The new footpath down Holme Lane is now under way, the wall at the road side will remain in place with the foot path behind it nearest the school.

NYCC road repairs are underway, South Craven roads will be repaired before Skipton and North Craven.

10.7 Glusburn Institute

Cllr Mrs G Birks reported that the transfer of the Institute to the new committee is nearly at the signing stage.

The listed building planning application has now being passed.

During the recent extreme cold weather the building just had one frozen pipe and that was in the vet's area and that resulted in a leak.

The gas bills had increased dramatically. Booked events are ticking over but more events are required.

Steeton Male Voice Choir and booked to stage an event in the near future.

Tamsin is due back to work in July 2011.

The February pantomime is now in full practice ready for the shows.

11.To consider the Parish Newsletter / Parish Plan:

Cllrs agreed that once the work in the park has started a newsletter needs to be considered to highlight the work and promote the park.

12. Financial Matters.

12.1	To approve the accounts for payment	
a)	Park Administration	1668.44
b)	Clerks Salary/ back pay	7149.66
c)	Clerks Expenses	8.30
d)	Marsden Contact Services	712.83
d)	Yorkshire Water (park)	9.47
f)	NPower (park)	81.74
g)	Tarmac (Christmas lights installation and removal)	711.85
i)	h) SLCC Membership 2011	95.00
j)	QDK Annual web site hosting fee and charges	176.26
k)	Yorkshire Water (public toilets)	80.00
l)	CDC. Rates for public toilets	54.00
m)	Park	7.70
n)	Lights repair transportation	20.00
o)	CAB donation	750.00

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

13. To consider the following Planning Applications:

32/2010/11113

Proposal: Proposed Sun Room And Veranda And Alterations To Existing Boundary Wall.
Location: 12 Keighley Road, Cross Hills. Keighley
Applicant: Mr Mark Ratcliffe
Comment: **No adverse comments**

32/2010/11173

Proposal: Extension To Existing Conservatory
Location: 5a Harrison Place, Glusburn
Applicant: Mr Michael Whitaker
Comment: **No adverse comments**

32/2010/11201

Proposal: Ground Floor retail Development Plus 12 No. Apartments At Ground, First And Second Floor Levels (Renewal Of Planning Permission 32/2010/8578)
Location: 19 – 25 Main Street, Crosshills
Applicant: London Property Investments Ltd.
Comment: **No adverse comments**

32/2010/11220

Proposal: Conversion Of Existing Cottage And Farm Building To Form Workspace With Ancillary Dwelling.
Location: Green House Farm, Binns Lane, Glusburn
Applicant: Mr & Mrs Frank Snowden
Comment: **The Parish Council would like to object to this application on the following grounds, and would like to request a site visit by Planning Department.**

- **The access to the property is on a very narrow road**
- **If the workshops are sold off it is unsure what type of business will be establish on the site and how many extra vehicles this would create.**
- **The property has already being refused planning applications due to the access road being unsuitable**
- **The proposal is likely to a have a significant impact on the residents of Binns Lane.**

32/2010/11280

Proposal: Replacement Of Existing Workshops With New 5000 Sq Ft Unit
Location: Airedale Trading Park, Skipton Road, Cross Hills
Applicant: Mr Andrew Hillas
Comment: **No adverse comments**

32/2011/11290

Proposal: Proposed Two Storey Extension To Side Of Existing dwelling To Form Family Room, Wc And Utility To Ground Floor And En-Suite Bedroom To First Floor.
Location: 6 Mayfield Close, Glusburn
Applicant: Mr & Mrs Gavin Jolly
Comment: **No adverse comments**

32/2010/11224

Proposal: Residential Development On Land To The Side Of Hayfield Mill, Colne Road, Glusburn.

Location: Hayfield Mill, Colne Road, Glusburn

Applicant: Glusburn Holdings Limited, C/o Agent.

Comment:

The Parish council would like to object to this application on the following grounds and would also like to request a site visit by the Planning Department.

- **The proposed houses would be out of keeping with the other houses in the area, and therefore they should only be 2 storey and not 3.**
- **The site entrance, in the application it states that the Coach House is falling apart and in need of pulling down, this Coach House has just received several months of renovation work and has more or less been rebuilt.**
- **There are many bats present in the area around the proposed development site, the Parish Council would like to see a full Independent habitat survey for all wildlife including the bats.**
- **There is still a problem on the site with the omissions that are put out. The Parish Council would like to request that a full survey be carried out, any possible properties are going to be living in the vicinity of these omissions.**
- **The access will remain an issue as it is directly onto the busy A6068 Colne Road.**
- **There is a potential problem with the sewerage for the new development along with the issue of surface water.**
- **The Parish Council would like to request a tree screening of trees between the local houses and the new development.**
- **The Parish Council would like to request that if the application is granted, that part of the conditions are that a sum of money be put aside for Community Benefit.**

14. To Receive the Following Planning Decisions/Information:

32/2010/10715

Livestock Building
New Laithe Farm, Station Road, Cross Hills

GRANTED

32/2010/11086

Retrospective Application for the Retention of Conservatory
18 Holmroyd Avenue, Cross Hills.

GRANTED

32/2010/11105

Proposed Replacement Illuminated and Non Illuminated Signage
The Junction (Zolsha Restaurant) Skipton Road, Cross Hills.

GRANTED

32/2010/11188

1 X Lime, 5 x Sycamore And 1 x Norway Maple, Crown Lift to 4m, Crown Thin by 5% and clean through.
1 Beanlands Drive, Glusburn

GRANTED

32/2010/11128

Change of use of Dwelling House (Private Residence) into Business Offices.
Ghyll House, 17 Station Road, Cross Hills.

GRANTED

32/2010/11143

Remove 20th Century Steel and Concrete Stairs and install Enclosed passenger lift and Associated Works within main part of the building. Remove partially built lift shaft and reinstate access to rear part of the building. Form new openings to rear of stage and between main part of the building and rear part of first and second floors associated works within rear part of the building.
Glusburn Institute, Colne Road, Glusburn

GRANTED

Signed.....Chairman 17th February 2011