

THE PARISH COUNCIL OF GLUSBURN

CLERK

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Minutes of the Meeting Of The Parish Council of Glusburn held in St Peters Church Hall on *Thursday 20th March 2008 at 6:30pm.*

Present: Chairman R Nicholson,
Cllrs P Baker, P Barrett, G Beck, I Fulton , D Lund, Mrs M Nicholson and A Thompson.

Also present were 2 members of the public.

1. Apologies for absence:

1.1 Apologies had been received from Cllr Mrs G Birks and Cllr A Poskitt

2. Public Participation: up to 15 Minutes:

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

2.1 Mr and Mrs Lloyd had attended the meeting to speak regarding planning application:
32/2008/8399.

Proposal: Construction Of Industrial Storage Unit With Associated Access And parking.

Location: John Barrett's Building Yard, St Andrews Terrace, Crosshills.

Applicant: R N Wooler & Co Ltd.

Their son and family including small children live in the house next to the access / exit to the above planning application site which is onto Station Road – a road that is already at a standstill several times a time due to volume of traffic.

The family and neighbours are extremely concerned regarding the amount of traffic that this application will cause both in and out of the site. The children play on the street that forms the entrance/exit to the site as the gates to the site at present are locked.

3. Declaration of interest in items on the agenda:

3.1 Cllr D Lund declared a personal interest as Chairman of the Allotments Society and also as an allotment holder

3.2 Cllr G Beck declared a prejudicial interest in the planning application for Glusburn School as Cllr Beck is on the board of governors for the school.

4. Minutes of the Council Meeting held on the 21st February 2008

4.1 The Minutes were proposed by Cllr P Barrett as a true record, this was seconded by Cllr A Thompson.

7 Cllrs were in agreement. Agreed and signed by the Chairman.

5. Minutes of Extraordinary Meeting held on the 6th March 2008.

5.1 The Minutes were proposed by Cllr P Baker as a true record, this was seconded by Cllr A Thompson.

Cllrs were in agreement. Agreed and signed by the Chairman.

6. Clerks Report & Correspondence:

6.1

Sent To:

- a. Helen White. NYCC. Request for her to attend the April PC Meeting to discuss the Emergency Plan.
- b. Telephone call to Mr Sykes to update him on the fence near his garage.
- c. Bradford Met. Letter to ask about proposals for a secondary school to take pupils from the Bradford Met area.
- d. Email to Sian Watson CDC, to request a joint meeting between CDC, Bradford City Council, Leeds City Council and all the adjoining Parish Councils regarding collaborative working on the development of Aire Valley 2010 – 2025. Copy to be sent to Jonathan Kerr at CDC.
- .e. Email to Paul Florentine, CDC. Request for the dog loo bin at the allotment end of Boundary Avenue to be emptied more often.
- f. Email to Euroshel/ Autocross to request repairs to the bus shelter at the Junction.
- g. Emails to Iain Beattie and Mr & Mrs Crossley – copies of letters sent to NYCC regarding the Proposed Plans for South Craven School.

Received From:

1. 2 Emails from Cllr Fulton, requesting details under the Freedom Of Information Act.
(1) Request for:
 - Copy of terms of reference/job description of the duties of the Parish Clerk
 - Parish Clerk Contract of employment with Glusburn Parish Council
 - Indicative pay scale and spine position. I do not require statement of the amount of financial remuneration for the Office of Parish Clerk.
 - Copies of all correspondence (letters and emails sent and received between any members of Glusburn Parish Council including the Chairman and the Parish Clerk and
Mr C Iveson at Craven District Council
Mr I Strong at Yorkshire Local Councils Association
Mr P Batey at Standards Board for England
and any other person at Standards Board
- (a) concerning the content of communications between Cllr I Fulton and Glusburn Parish Clerk between 1/1/2008 and 21/2/2008
- and b) correspondence e expressing views about Cllr Fulton's alleged conduct between 1/1/2008 and 21/2/2008
- (2) Request for:
 - A copy of the Freedom of information Publication Scheme adopted by resolution of Glusburn Parish Council.
 - Declaration by the Clerk if there is no publication scheme passed by Glusburn Parish Council
2. Email from Cllr M Wheeler tending his resignation from the Parish Council. This was passed onto the Chairman Cllr R Nicholson. At the instruction of CDC, the notice of vacancy is now displayed on the PC notice boards, if no request for election by the 31st March 08 the PC will be able to Co-opt. Julie Holmes at CDC to keep the PC informed.
3. Town & Parish Standard- Newsletter.
4. Plan-It Bradford. Newsletter regarding the LDF Group.
5. CDC. Affordable Housing Guide: Advance Warning Of Public Consultation- 25.03.08 to 22nd April 08.
6. The Hub. Newsletter for Voluntary Organisations.
7. Letter of objection from resident at Aire Crescent regarding Planning Application (32/2006/6826 previous application number) 32/2008 8417 Prospect House, Crosshills.
8. NYCC. Short Guide to Overview & Scrutiny in North Yorkshire. (Leaflet on notice board)
9. Appeal Decision from the Planning Inspectorate with regard to 43 Elmore Terrace, Crosshills. Planning Permission granted.
10. Clerks & Councils Direct- Newsletter.
11. Country Air- Newsletter from YRCC.

12. The Playing Field- newsletter from York & North Yorks Playing Field Assoc.
13. YRCC. Village Ventures application form.
14. RoSPA. Dates for inspection. GPC will be September 2008.
15. CDC. Details regarding the Parish Clerks Forum – 12/03/08 at 10:00am Council Chambers.
16. NYCC. Winter Maintenance Review. Craven = 29.05.08.
17. The Clerk. Newsletter – SLCC.
18. NYCC. North Yorkshire Minerals & Waste Development Framework- schedule.
19. Leaflet regarding Arts in Your Village.
20. Letter from South Craven School regarding conditions for the Planning Application at South Craven School.
21. CDC. Letter from Peter Chapman regarding the Town End Allotments.
22. Turners Solicitors. Letter regarding Town End Allotments.
23. Emails from Cllr Fulton requesting items to go on the Agenda for March Meeting, also comments regarding the Chairman and the Clerks actions regarding the current casual vacancy on the PC.
24. Correspondence from Crosshills & Glusburn Indoor Bowling Club. Request for funding.
25. CDC. Details regarding the Parish Council Representative on the Standards Committee at CDC. Document regarding the PC vote , to be returned by the 10th April 08.
26. Telephone call from Mr Thomas regarding the amenity land at Colne Road. Mr Thomas reports that the fence that Mr Sykes has requested the PC remove is actually pieces of asbestos holding a large quantity of soil back. The fence post that were put in with barbed wire across the top have now rotted away and broken which is allowing the asbestos and soil to nearly touch Mr Sykes's garage.
27. Email from Jason Perkins at Crosshills Police Station regarding vandalism at the toilets in Crosshills.

Matters Arising from Clerks Report & Correspondence.

- 6.2 (2) Clerk has dealt with the vacancy notice, vacancy advertised on the notice boards under the instructions of CDC. If no request for election by the 31st March 08 the PC will be able to Co-opt. Julie Holmes at CDC to keep the PC informed.
- 6.3 (21) Following the letter from CDC and Turners Solicitor's regarding the Townend Allotment Lease and CDC request to leave the beck in the lease, Cllrs were all in agreement that the Clerk should contact CDC and request that the beck was never part of the allotment lease when CDC maintained the allotments. The Parish Council request that the beck should not be included in the present proposed lease. Clerk to contact John Lawrence- solicitor at CDC with copies to Michael Turnbull and Peter Chapman at CDC.
- 6.4 (23) Regarding Cllr Fulton's email and report that the Chairman had acted without authority to instruct the Clerk to notify CDC of the casual vacancy and that PC members were not consulted in the proper manner, and further remarks about the competence of the Clerk and Chairman. The Clerk asked Cllr Fulton as to where he was getting his information from regarding the above procedure. Cllr Fulton admitted that he had contacted CDC and that he was in fact wrong and apologised for the above statement and withdrew his comments.
- 6.5 (24) Regarding the request for funding from the Crosshills & Glusburn Indoor Bowling Club. Cllrs examined the documents that had been forwarded and agreed that further details were required – an up to date financial statement to be requested by the Clerk.
- 6.6 CDC. Details regarding the Parish Council Representative on the Standards Committee at CDC. Document regarding the PC vote , to be returned by the 10th April 08. Cllr agreed on the vote and the Clerk will return to CDC.
- 6.7 (26) Following the report from Mr Thomas, Cllrs agreed to hold a site visit at the amenity land to try and deal with the matter. Meeting arranged for Saturday 29th March – 09:30am. Clerk to inform Mr Sykes of the details.

7:00pm The Parish Council Monthly Meeting was suspended to hold the Annual Parish Meeting.

7:20pm The Parish Council Meeting restarted:

- 6.8 (27)** Following the correspondence from Jason Perkins at the local police, Cllrs agreed that the police should be contacted and requested to attend the PC meetings on a more regular basis. Cllrs suggested that any leaflets that the police could provide to involve residents and keep them updated would be very useful. Clerk to contact the local police.

7. Standards Board For England :

- 7.1** Cllr Fulton had requested the agenda item. He proposed that the PC report the clerk and chairman to the Standards Board, this proposal was not seconded.
Cllr D Lund voiced his dissatisfaction at the general progression of the meeting. Cllr Fulton took offence at this.

8. Highways & Transportation

- 8.1** HGV lorries are once again travelling through the villages again. When the weight restriction was in place for the road works the volume was reduced. NYCC have some data regarding this, Cllr P Barrett will obtain the information from Frances Bainbridge at NYCC for the next meeting.
- 8.2** The Bus shelter in Holme Lane has had the seat removed by Jason Perkins the community officer as local youths had started to undo the bolts and screws to try and remove the seat themselves. Cllrs requested that the PC contact NYCC and request an anti tamper proof seat. Cllr P Barrett will speak to NYCC regarding this issue.
- 8.3** The bus shelter opposite Field Head Drive is now in need of pebble dashing. Mr Lund had tried to repair but was not successful Clerk to contact Mr Lund and request an invoice for the work carried out. Cllrs requested that the Clerk obtains quotes for a full pebble dashing services. Clerk to contact Mr Mandisch from Glusburn and Mr Vinks from Sutton.
- 8.4** Chairman R Nicholson reminded Cllrs that if hanging baskets were required for the business in Crosshills then they would need to be ordered in the near future. Cllr G Beck proposed that the PC pay for the baskets, this was seconded by Cllr A Thompson, Cllrs were in favour.

9. Flood Prevention:

- 9.1** Cllr Mrs G Birks has been in contact with CDC regarding the replacement of sandbags in the store at Glusburn Institute.
- 9.2** The recent proposals to empty the gulleys once per year have now been placed on hold until a further decision has been made. There have been many problems in the area with rubble from unmade roads getting washed into the gulleys which then causes blockages and flooding at various places in the villages. The crossing for Glusburn School is particularly bad. Cllr P Barrett will speak to NYCC at Skipton.
- 9.3** Cllr I Fulton raised the question if the PC could contribute via the precept a supplementary cleansing of the gulleys, and perhaps this could be mentioned in a future newsletter. Chairman R Nicholson went on to explain that the main problem is the infrastructures as the size of the drainage pipes are not large enough.

10. Litter:

- 10.1** The small mechanical sweeper has been in the area and all the footpaths have been swept.

11. Reports:

11.1 Parks & Recreation

The small piece of land at the top of Holme Lane has still not been weeded and tidied up despite the Clerk asking the relief keeper to deal with. Cllr D Lund will speak to David the park keeper and request that he deals with this.

11.2 Cllrs discussed the role of the park keeper and it was agreed that a review should be carried out on his role and the job description. Cllr G Beck volunteered to carry out this review along with Cllr D Lund. And Cllr P Baker. Clerk to obtain a copy of a general job description for park keepers from NYCC. If a new job description is to be drawn up, the cleaning and weeding of the amenity area should be included in this.

11.3 **Lighting/ Street Lights:**

Cllr Baker had obtained quotes from the proposed new Christmas Lights, the Clerk had received enhanced photographs of what the lights would look like in the village, these were shown to Cllrs via the laptop. The first year installation cost would be in the region of £10,000. It was proposed by Cllr G Beck that the PC goes ahead with the lights for Christmas. This was seconded by Cllrs Mrs M Nicholson. Cllrs were all in favour. The Clerk advised that a notice would need to go on the notice boards for 21 days to notify residents of the intention to purchase the lights.

11.4 Following the decision at the February 08 meeting to go ahead with the replacement of the streetlights, the notice has been displayed and no objections or comments have been received. The Clerk will now confirm with Paul Gilmore at NYCC.

Cllrs requested that the Clerk also contacts the local press and ask if an article could go in the paper to inform residents of the replacement of the streetlights and the fact that there will be no extra cost for the residents.

11.5 **Allotments :** Nothing further to report.

11.6 **CDC :**

The enquiry regarding the development at the Crossings Business Park to be held on the 26th March has now been cancelled.

A complaint has been received regarding the state of the road way by the garage site on the allotment site, off Colne Road, Glusburn. Clerk to contact Mark Wilson at CDC and a copy to be sent to Peter Chapman at CDC.

11.7 **NYCC:** Nothing to report.

11.8 **Glusburn Institute:**

Cllr A Thompson reported that the annual accounts will be presented at the AGM meeting to be held in April.

12. **Parish Newsletter :** Nothing to report.

12.1 **Parish Plan:** Committee now formed and meetings held on a regular basis.

13. **Finance: Accounts for approval and payment**

13.1

a)	Park Administration	1488.99
b)	Clerks Salary	391.66
c)	Clerks Expenses	9.45
d)	Relief Park Keeper	19.50
e)	ARVAL fuel	34.15
f)	St Peters Church	94.00
g)	Small Office Supplies	21.64

8:50pm: Cllr G Beck left the meeting.

14. Planning Applications:

32/2008/8399

Proposal: Construction Of Industrial Storage Unit With Associated Access And parking.
Location: John Barrett's Building Yard, St Andrews Terrace, Crosshills.
Applicant: R N Wooler & Co Ltd.

COMMENTS: The Parish Council have no objection to building on original site in principal. However they feel that access and exit to the site is very dangerous onto a busy road also the width of the access road is not very wide for the larger wagons that are in use now than when site was previously used. This site has been previously been refused for housing on the access and egress.

32/2008/8449

Proposal: Extension To Existing Conservatory
Location: 14 Westland Close, Crosshills
Applicant: Mr B Duce

COMMENTS: No adverse comments

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 feel that this application would cause overdevelopment of the site

32/2008/8479

Proposal: Shop Fascia Sign & Projecting Internally Illuminated Sign
Location: Boots Alliance, 12 Main Street, Crosshills.
Applicant: Boots Alliance.

COMMENTS: The Parish Council feel that the green illuminated light needs to be a static light not a flashing light. The Parish Council would object very strongly if this is a flashing light.

32/2008/8417

Proposal: Proposed Detached Dwelling (2 or 3 Bedroom) Resubmission of 32/2006/6826
Location: Prospect House, Keighley Road, Crosshills
Applicant: Mr & Mrs Feather

COMMENTS: The Parish Council feel that whilst the building appears to be less obtrusive to the properties nearby, we still have reservations and have concerns about the access via a very narrow unmade track, already servicing 4 properties and the public house car park.

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

Signed.....Chairman 17th April 2008