

THE PARISH COUNCIL OF GLUSBURN

CLERK

Mrs Judith Naylor

E-Mail: judithnaylor@sky.com

24 Styveton Way
Steeton
Nr Keighley
BD20 6TP

01535 653923 / 07974 697416

Minutes of the Meeting Of The Parish Council of Glusburn held in St Peters Church Hall on *Thursday 20th November 2008 at 7:00pm.*

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

1. To receive apologies for absence: None

2. Public Participation: up to 15 Minutes:

No person to speak for more than 5 minutes – at the discretion of the Chairman.
There was no members of the public present at the meeting.

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

Cllr Derek Lund – Item 10.3 of the Agenda – Allotments Lease.
Cllr Mrs G Birks – Item 10.7 Glusburn Institute
Chairman R Nicholson- donation request from the Citizens Advice Bureau.

4. To confirm the Minutes of the Council Meeting held on the 15th October 2008:

Amendment required to add Cllr Mrs J Wood to the present list for the meeting.

Following the above amendment the Minutes were proposed by Cllr A Thompson as a correct record.
Seconded by Cllrs Mrs M Nicholson. Agreed and signed by the Chairman.

5. To receive the Clerks Report & Correspondence:

Sent/To

1. Email to Network Consultations: PC are still of the opinion that the Skipton Road site is the best position for the 02 mast and if this site was chosen then the PC support the application.
2. Letter to the WRVS at Cardiff to inform them that the PC will not be able to make a donation this time and that the PC support the West Yorkshire Groups.
3. Email to the Chairmans Secretary at CDC to apologise for Chairman R Nicholson being unable to attend the Transfer of Freedom parade on the 18th Oct 08.
4. Email to Cowling PC to say that Glusburn PC are not wanting to employ a lengthsman.
5. Email to Bruce Dinsmore, Sports Development Officer at CDC. Letter to state that Glusburn PC will not be getting involved in the North Yorkshire Cycle Champions Project as they feel that the pavements in South Craven are unfit to cycle on.
6. Email to First Response Guarding request that a guard be supplied for 1 hour per week either on a Friday or Saturday between the hours of 10pm and midnight. A report of the time would be required and this would be weekly until the 4th January 09.
7. Email to the Chief Executive for North Yorkshire Police- to pass on the PC Comments to Mr Maxwell Chief of Police, regarding the reassurance that Crosshills Police Station will not close unless other alternative accommodation in the area is found.

8. Email to Tom King, Solicitor to inform him of the names of the representatives of the PC who will sign the allotment lease.
9. Email to George at ON2DIGITAL to inform him of the PC decision to give him 1 week to get the website up and running , otherwise a refund would be requested and someone else employed to do the job.

Rec/From

- a. The Hub-Newsletter for Voluntary Groups in Craven.
- b. Email from First Response Guarding. The cost for having a guard for the requested ad hoc hour per weekend will cost in the region of £30 + VAT.
- c. CDC. Details regarding the Planning Committee Meeting to be held on the 4th Nov 08 at South Craven School regarding the planning application for 74 houses at Green Lane .
- d. NYCC. Reply and all relevant responses regarding the proposed Zebra Crossing and relevant work in Holme Lane, Crosshills.
- e. Crosshills Tennis Club. Thank you letter for the recent donation.
- f. Letter from Mr J Beaumont of Baxter Wood, Crosshills. Regarding the damage to his fence by youths using the Park.
- g. Computershare, details regarding the interest paid to GIMC regarding conv stock.
- h. Safer Craven Community Partnership. Letter regarding new speed detection equipment. Two more pieces of equipment has been purchased and can be requested by the Parish councils.
- i. Information Commissioners Office. Details regarding Freedom Of Information.
- j. RoSPA, Annual report on the play equipment in the Park.
- k. YLCA. Further details on the Freedom Of Information. Act.
- l. SLCC. Details regarding the revised pay scales for Council Clerks.
- m. YLCA. Details regarding Protected Trees.
- n. SLCC. Request for completion of membership survey .
- o. YLCA. White Rose update – October 08.
- p. Letter from a resident of Keltus Avenue. Comments regarding the LDF and the Leeds City Region.
- q. CDC. Letter regarding organising an event in South Craven regarding the Leeds City Region.
- r. Communities & Local Government. Details regarding Codes of conduct for local authority members & employees.- A consultation.
- s. Bradford Metropolitan council. Details regarding LDF. Supplementary Planning Documents.
- t. NYCC. Details regarding programme of Slurry Sealing.- Sealing of footpaths in the area.
- u. NYCC. Agenda for Craven Area Committee Meeting – 13th Nov at Ingleton.
- v. CDC. Bulky Waste Working Group. Views wanted on the service.
- w. CAB. Newsletter and also annual appeal for donation.
- x. Voluntary Sector Network Forum, Details of meeting to be held on the 18th Nov 08.
- y. NYCC. Council plan & budget consultation for 2009/10.
- z. Part Invoice from QDK for the new website.
- Z1. Letter from relief park keeper regarding the number of dogs off leads in the park.

Matters Arising from Clerks Report:

Clerk to chase The Chairman of North Yorkshire & York PCT- Johnny Wardle for a reply to the Parish Council's previous letter regarding the chiropody service returning to South Craven.

6). Clerk to contact First Response Guarding. The PC would like to have a guard in the park preferable for 2 hours per week over the weekend period. Between 9pm – 12midnight. The quote of £30 per hour was not acceptable by the PC. Clerk to enquire how much the 2 hour period would cost. If the quote is for £45 for a two hour period then that would be acceptable. Clerk given the authority to go ahead with the booking of the security company until the 4th January 2009.at these rates

9). Clerk to send an invoice to ON2DIGITAL requesting the return of the £500 deposit that was paid for the development of a new website.

c) Following on from the meeting on the 4th November at South Craven School regarding the proposed 74 dwellings at Green Lane. Chairman R Nicholson is hopeful that this application will be thrown out.

d). A meeting will be held in January 2009 by NYCC to discuss the proposals for a zebra crossing in Holme Lane, Crosshills. Chairman R Nicholson will attend.

f). Clerk to write to Mr Beaumont and acknowledge receipt of his letter and to also inform him that the Security will be commencing again in the park.

h). Clerk to contact Safer Craven Community Partnership and request that the speed detection equipment be placed in two areas in the villages, 1. At Crag Vale Terrace. Colne Road, Glusburn. 2. Skipton Road, Crosshills by the entrance to Lyndale Avenue.

q). With regard a public meeting to discuss issues relating to the Local Development Framework. CDC have organised a meeting between the Chairmen of Sutton PC & Glusburn PC along with the Parish Clerks and CDC officers to plan and event in Sutton, Glusburn and Crosshills for the general public to drop in.

v). CDC. Bulky Waste Working Group. Views wanted on the service Clerk to forward PC comments. The PC felt that an appointment system would be better and a date given if not a time, The current 3 weeks period for collection is not a suitable collection service. Residents should be entitled to be given a day for collection. Not all residents will be willing to pay for the service. The cost of informing residents of a collection date would be minor.

w). Clerk to contact Craven Citizens Advice Bureau and request a copy of their accounts before a donation can be granted.

Z1). Following the reports that dog owners are using the park as a walking area to let dogs off leads and leaving the mess behind, Cllrs were all in agreement that new 3 signs should be purchased and erected by the 3 entrances to the park to state that **'dogs must be kept on a lead'**. Clerk to contact Northrop's at Skipton and also the Yorkshire Purchasing Organisation to get the signs. Clerk to also contact the Craven herald and put a press release in the paper about the problem.

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

6.1 Glusburn Park Security:

The park already discussed.

6.2 Proposal to change the Parish Council name to: Glusburn & Cross Hills Parish Council:

Cllrs discussed the proposal to change from Glusburn Parish Council to Glusburn & Cross Hills Parish Council. It was proposed by Cllr Mrs M Nicholson to apply to CDC to change the name to Glusburn & Cross Hills PC. Cllr Mrs G Birks seconded this but said that Cross Hills should be 2 words. All Cllrs were in favour. Clerk to contact Colin Iveson at CDC.

Once the new website is up and running the Parish Council will need a logo that can be used on the website and on any letter heading. It was agreed that Glusburn Primary School – year 6 and 7 should be asked to design a logo. Cllrs agreed that the design should include the letter G C PC (**Glusburn & Crosshills Parish Council**). Cllr D Lund volunteered to go into the school and speak to the head teacher and arrange. All the designs will be judged by the PC at the next Parish Council meeting. After discussion Cllrs agreed that a book token should be given to the winning design.. Cllr A Poskitt proposed that the book token be for £20 this was seconded by Cllr D Lund. Cllrs were all in agreement.

7.Highways & Transportation:

NYCC are aware that there are drainage problems still occurring along Main Street and the other roads that were resurfaced, the gullies are not taking the water as the road area near to them has raised areas deposited when the surface was laid.

Cllr A Thompson reported that the water run off down Lothersdale Road, Glusburn is still very bad. Work is on going with the gullies at present in that area and it is thought that eventually the dykes are going to be cleared and dug out.

8. Local Development Plan:

A meeting has been arranged for the 4th December 08.

9. Litter:

The footpaths around Glusburn Primary School need more regular cleaning, perhaps they could be added to the schedule on a more regular basis. Shutt Lane is particularly bad. Also in need of a more regular clean is: Victoria Road to Boundary Avenue. Wheatlands Avenue to Wheatlands Lane, leaves are really bad along this footpath. Clerk to contact CDC. Cllr P Barrett said that he too would have a word with CDC.

10. Reports: 10.1 Parks & Recreation

Cllr D Lund had received a telephone call at 9pm on Sunday evening from a resident living near to Glusburn Park to say that some youths were vandalising the signs, the resident called the police and it would appear they were not interested. It is hoped that once the security company return the vandalism will stop again. The RoSPA inspection has been carried out and the recommendations will be looked at by the PC. Cllr D Lund will ask the Park keeper to cut back the hedge at the bottom of the park. Cllr Mrs Birks requested that new play equipment be considered for the park.

Cllr Mrs Nicholson asked if the PC required any bulbs for the park if any were available from the garden centres. Cllrs were all in agreement that the park needed more plants and bulbs.

10.2 Lighting:

Cllr P Baker reported that the work to replace all the concrete street light columns was due to start in mid December.

The Christmas lights are almost ready and will be 'on' from the 1st December. They will come on at 3:30pm and go off at midnight, this will be until the 4th January 09.

Chairman R Nicholson thanked Cllr P Baker for organising the Christmas lights and also for chasing NYCC as they have changed the sequence of installations to accommodate our lights.

Clerk to send a thank you also to Paul Gilmore and Phil Jackson at NYCC.

10.3 Allotments Lease:

Cllr D Lund reported to the Parish Council that the allotment holders had suffered further break ins recently. Clerk to chase Tom King Solicitor regarding the lease signing.

10.4 YLCA: Nothing to report.

10.5 CDC: Nothing to report.

10.6 NYCC: There is a meeting arranged for the 27th November 08 at 5:30pm for the general public to look at the proposed Library plans.

10.7 Glusburn Institute:

Cllr Mrs G Birks to chase the GIMC treasurer to make sure the interest from the treasury stock gets paid into the GIMC account.

The annual gang show will take place on Friday & Saturday this week 21st and 22nd November 08.

11. To consider the Parish Newsletter: The newsletter will be deferred until 2009.

The Parish Plan is progressing with regular meetings.

12. Financial Matters:

12.1	To approve the following accounts for payment	
a)	Park Administration	1559.22
b)	Clerks Salary	403.33
c)	Clerks Expenses	8.05
d)	Relief Park Keeper	64.13
e)	Speedy Hire	1.13
f)	Ian Mackereth (bus shelter cleaning)	31.50
g)	First Response Guarding	1057.50
h)	Mazars (auditors)	470.00
i)	RoSPA (play equipment annual inspection)	190.35
j)	QDK (website design)	270.25
k)	Small Office Supplies	70.71
l)	Bradford Met (new Christmas lights)	6110.00

Precept 2009 – 2010

The Precept for 2009 – 2010 was discussed and Cllr G Beck proposed that it now be accepted. Seconded by Cllr P Baker. Allr Cllrs were in favour.

Glusburn Parish Council	PRECEPT 2009 / 2010
Park & Recreation	
Park & Play Equipment	
Park Machinery repairs & servicing	2500.00
Park- General repairs & work	0.00
Plants	500.00
Yorkshire Water & YEB (park hut)	700.00
Fuel/materials/security measures	450.00
Training / Waste Disposal	300.00
Park Refurbishment / Seating/Equipment	
	5000.00
Recreation Development	
<i>Total Park Upkeep</i>	<i>9450.00</i>
<i>Park Administration</i>	
Park Keepers Salary	15450.00
Relief Park Keeper	1600.00
National Insurance	1100.00
Superannuation	3200.00
Mobile telephone	100.00
Total Park Administration	<i>21450.00</i>
Total Park Expenditure	<i>30900.00</i>
<i>Lighting & Highways</i>	
Power	2000.00
Lighting & maintenance	4000.00
Bus Shelter cleaning/painting	500.00
Total Lighting & Highways Expenditure	<i>6500.00</i>
<i>Council Administration</i>	
Clerk's Salary	4985.00
<i>Council Admin</i>	420.00
Training, travel expenses (Cllrs & clerk)	105.00
Bank charges	105.00
Hire of rooms	370.00
Insurance	515.00
Audit	620.00
Election costs	750.00
Professional Costs	2500.00
Printing & Distribution	500.00
Chairman's Allowance	100.00
Total Council Administration	<i>10970.00</i>
Capital Projects	
Donations	5000.00
Parish Activities / Parish Plan	0.00
Xmas trees & baskets	1000.00
Amenity area / Allotments	10000.00
Total Activities & Donations	
	16000.00
Subscriptions	
SLCC/YRCC / YLCA	650.00
TOTAL PRECEPT	£65,020.00

8:30pm - Cllr I Fulton left the meeting.

13. To consider the following Planning Applications:

13.1 32/2008/9083

Proposal: Conversion Of A Barn To Live/Work Accommodation
Location: West Closes Barn, Binns Lane, Glusburn.
Applicant: Mrs Helen Holmes.

Comment: **The Parish council feel that there could be problems with the access on to the narrow Green Lane.**

8:40pm - Cllr G Beck left the meeting.

13.2 32/2008/9097

Proposal: Demolition Of Existing Bungalow And Adjacent Double Garage To Form 2 No. Detached Dwellings With Garage.
Location: 27 Wheatlands Lane, Crosshills.
Applicant: Mr P Whittaker.
Comment: **No adverse comments**

13.3 32/2008/9108

Proposal: Single Storey Extension
Location: 14 Holmroyd Avenue, Holme Lane, Crosshills.
Applicant: Mr & Mrs Craig Stevens
Comment: **No adverse comments**

13.4 32/2008/9111

Proposal: Conversion Of Existing Cottage And Farm Building To Form Two Dwellings With Workspaces.
Location: Green House Farm, Binns Lane, Off Green lane, Glusburn.
Applicant: Mr & Mrs F. Snowden.
Comment: **The Parish Council have concerns over the architectural merit of planned building , also what is the actual ratio regarding workspace and living. There could be problems with the access onto the narrow Green Lane.**

13.5 32/2008/9112

Proposal: Alterations to Existing Dwelling Including An Orangery, Double Storey Extension, Detached Garage and Gardners Workshop, Entrance Porch, Drive Access To New Garage And Resurfacing Driveway, Relocation Of Swimming Pool And Associated Hard Landscaping With Walled Enclosure To Pool And Filter Room.
Location: 4 Gappe Stones, Lothersdale Road, Glusburn.
Applicant: Mr Robert Austin.
Comment: **No adverse comments**

13.6 32/2008/9127

Proposal: Retention Of A Two Block Stable
Location: Land At Ling Haw Hill, cononley Brow, Cononley Road, Glusburn.
Applicant: Ms Susan Dunne.
Comment: **No adverse comments**

13.7 32/2008/9143

Proposal: Demolition Of Existing Workshop & construction Of New Workshop On the Same Site.

Location: Midland Works, Skipton Road, Crosshills,

Applicant: TF Smiths Limited.

Comment: **No adverse comments**

14. To Receive the Following Planning Decisions/Information.

- | | | |
|-------------|---|---------|
| 14.1 | 32/2008/8895 /8894 2 Fernbank House, Park Rd, Crosshills.
Balcony to 2 nd floor and associated Alterations. | GRANTED |
| 14.2 | 32/2008/8921 Land next to 25 Ash Street, Crosshills
Two storey dwelling on site of exiting garage. | GRANTED |
| 14.3 | 32/2008/8928 Dale Garth, Lothersdale Rd, Glusburn
Single Storey Extension and Replacement Windows. | GRANTED |
| 14.4 | 32/2008/8983 27 Wheatlands Lane, Crosshills
Single Storey Extension | GRANTED |
| 14.5 | 32/2008/8989 Co-Op, 14 Main Street, Crosshills
2 x Fasia Signs, 1 x totem & 3 fixed signs | REFUSED |
| 14.6 | 32/2008/9007 10 Walker Close, Glusburn
1 x Sycamore to fell | GRANTED |

**15. To confirm the Date of Next Meeting:
18th December 2008- 7:00pm - St Peters Church Hall, Crosshills.**

Signed.....Chairman 18th December 2008.