



# Glusburn & Cross Hills Parish Council

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Minutes from the Meeting of Glusburn & Cross Hills Parish Council,  
held on **THURSDAY 19<sup>th</sup> NOVEMBER 2009** at 7:00pm  
in St Peters Church Hall, Crosshills.

**Present:** Chairman Cllr R Nicholson  
Cllrs P Baker Mrs G Birks, J Harker, Mrs M Nicholson, M Outhwaite.

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

Apologies were received from Cllrs, P Barrett, G Beck, A Poskitt.

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

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

Mr Gibson of Keighley Road, Cross Hills had attended the meeting to ask if the Parish Council were aware of the progression of the planning application to the property next to his.  
Chairman R Nicholson explained that the PC would only hear from CDC once a decision had been made.

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

Cllr Mrs G Birks declared a personal interest in Planning Application 32/2009/10030 for Glusburn Institute replacement windows.  
Cllr M Outhwaite declared a personal interest in the above planning application.

### **4. To confirm the Minutes of the Council Meeting held on the 15<sup>th</sup> October 2009**

The minutes of the meeting held on the 15<sup>th</sup> October 2009 were proposed by Cllr M Nicholson as a correct Record, this was seconded by Cllr P Baker. Agreed and signed by the Chairman.

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

#### **Sent/To**

- a. Email to Mary Vickers, CDC dog warden to ask if any fixed fines have been issued recently regarding dog fouling.
- b. Email to Steve Marsden regarding the toilets at Cross Hills. Thanking him for the cleaning and also to ask if he could arrange for the electrician to look at the hand washers/dryers in the toilets.
- c. Email to CDC to make enquiries regarding the costs involved for the toilets in Cross Hills, Insurance and rates.

- d. Email to Sue Chatfield, Allotments Secretary regarding the overhanging Holly Bush from the allotment site.
- e. Email to Sharron Hudson at CDC, to ask for a representative to attend a PC Meeting to speak about Choice Based Lettings. Also copied to housing department at Craven DC.
- f. Telephone to Mr Wood to request that the remains of the old seat at the junction be removed.
- g. Letter to Mr Tillotson of 1<sup>st</sup> Kildwick & Farnhill Scouts and ask if the PC could put a notice board on the scout building wall.
- h. Email to the Licensing Office at CDC to enquire if Naylor's Brewery on the Industrial Estate had a licence to sell alcohol.

**Rec/From**

- 1. CDC. Cross Hills Toilet Lease document.
- 2. RoSPA. Annual report regarding the play equipment in Glusburn Park.
- 3. NYCC. Ken Martin. Reply to previous email regarding the footpath from Walker Close back towards Cross Hills.
- 4. Letter from NYCC. To confirm that the footpath from Walker Close was approved at Area Committee on 8<sup>th</sup> October 09.
- 5. Reply from Mary Vickers- Dog Warden. No fixed penalties have been issue in South Craven. The warden are doing more rounds and are hoping to issue fines.
- 6. Letter from 1<sup>st</sup> Kildwick and Farnhill Scout Group. They are happy for the PC to place a notice board on the wall of the scout building.
- 7. CDC. Request for members of the Parish Council to sign up and become a part of the residents feedback panel
- 8. CDC. Request to publish Parish Chairman's details and to be able to send certain document direct to chairpersons and also the Clerks.
- 9. Craven Local Strategic Partnership. October update.
- 10. Bradford Met. Local Development Framework. Document.
- 11. Note from John Heaton- relief park keeper. A piece of the park wall along Park Road is in need of repair.
- 12. York & North Yorkshire Partnership. Performance Matters – newsletter.
- 13. NYCC. Budget & council Plan Consultation documents.
- 14. YLCA. Flooding in North Yorkshire. Report from task group.
- 15. Email from Clerk to Cononley parish Council. Request for information regarding village halls.
- 16. Email from National Assoc of Decorative & Fine arts. Wanting new members.
- 17. Country Air. Newsletter from Rural Action, Yorkshire.
- 18. CDC. Meeting arranged regarding Terms of Reference Fro Community Governance Review. Invitation for the Chairman plus 1 Cllr to attend.
- 19. Relate. Request for donation.

**Matters Arising From Clerks Report & Correspondence:**

- 1. With regard to the lease document for the public conveniences in Cross Hills. The PC are not happy with the quoted rates for the building for next year. Clerk to contact CDC and get written confirmation of what CDC pay for the rates now. Clerk to contact Gargrave Parish Clerk and ask what they currently pay for the rates on the toilets.  
Quote for the repair of the hand washers/dryers is for £350.00. Cllrs were all in agreement that the repairs be carried out. Clerk to contact Steve Marsden and give the go ahead for the repairs.  
Clerk to email Andrew Whelan at CDC and explain that the PC can not agree to the terms of the lease until the extent of the rates are known.
- 8. Clerk to contact CDC and confirm that the Chairman is happy to be sent correspondence direct from CDC.
- 11. Following the report from the relief park keeper regarding the wall repairs and the report from the Playsafety Limited on the play equipment and surfaces, Cllrs agreed to put the park and targets on

the agenda for January 2010. Clerk to ask the relief park keeper to repair the park wall and then the PC will get someone to look at the rest of the wall that needs repairs.

- G. The 1<sup>st</sup> Kildwick & Farnhill Scouts are happy for the PC to put a notice board on the wall of the scout building along Colne Road, Glusburn. Chairman Cllr R Nicholson will speak to Mr Neil Tillotson from the scout group regarding the type of notice board and confirm the site.
- 15. Cllr Mrs G Birks will contact the Clerk at Cononley regarding the information requested.
- 19. Clerk to reply to Relate and state that the PC are unable to help at the moment.

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

**6:1 New Notice Board:** Chairman Cllr R Nicholson to speak to Neil Tillotson from the scout group.

### **6.2 Cross Hills Public Conveniences:**

To wait for further confirmation from CDC regarding the cost of the rates on the building.

### **6.3 Cross Hills Rotary Club:**

Several Parish councillors attended the recent meeting to find out more details regarding the new Rotary Club. The club meets every Monday in Glusburn Institute.

The group are needing to attract more members. They are also looking out for worthy local groups or charities that need funds, this would give the Rotary Club a focus to work at.

## **7. Highways & Transportation:**

Cllrs reported that residents had complained about the recent unannounced work in the village by the Gas board. It had caused long tail backs of traffic.

Cllr Mrs G Birks requested that the PC contact the NYCC highways regarding the state of the footpaths and pavements in the villages that had been 'slurried' last year. The pavement at Old Hall Close now has weeds coming through and the surface is broken, elderly residents are at risk of falling on the uneven surfaces.

Also the pavement in Station Road at the entrance to the farm and building work by Wade builders is in a bad state of repair. Clerk to contact Chris Craven at NYCC.

**8. Local Development Framework:** Nothing to report.

### **9. Litter:**

Since the problem of the litter in the church yard was reported to the local police, the litter has decreased.

### **10 Reports:**

#### **10.1 Parks & Recreation / Amenity land, Colne Road,**

The park wall is in need of repair, the relief park keeper can repair some of the wall but it will need to be looked at by a professional. The PC still do not have a work plan for the park keeper. This to be looked at in detail at the January 2010 meeting. The amenity area is regularly pruned by the park keeper but this also will need to be discussed further as some of the trees may need some attention.

#### **10.2 Lighting and Christmas Lights:**

Cllr P Baker reported that the Christmas lights are to arrive on the 24<sup>th</sup> November and will be installed on the 28<sup>th</sup> November. The lights will be then switched on from the 30<sup>th</sup> November 09 until the 9<sup>th</sup> January 2010, and they will be on from 4pm till midnight every night.

#### **10.3 Townend Allotments:**

Clerk to contact the allotment society and ask when the new rules and constitution will be available.

The holly bush that was causing a problem hanging over onto Boundary Avenue has now been removed.

#### **10.4 YLCA:**

Cllr Mrs M Nicholson had attended the Executive Meeting of the YLCA.

Cllr Gaynor De Barr was re elected as Chairman.

The YLCA will be moving premises on the 30<sup>th</sup> November 09- Clerk has all the relevant contact details. It is hoped that the new premises prove to be more economical.

The association have decided to bring forward the date for membership subscriptions to be paid to hopefully help with accounting procedures, from 2011 subscriptions will be due on the 31<sup>st</sup> May.

The Playing Fields Association has not held any meetings for a while because of lack of work and therefore they are to call a meeting of branch representatives to the association and see if the body needs to dissolve.

The Yorkshire In Bloom Competition is struggling to find enough qualified judges. They will advertise again for judges, but they are also struggling to find a town or city to host the event in the current economic climate.

The YLCA have agreed to send fewer representatives to meetings of outside bodies to try and save money.

A presentation was given by the energy Saving Trust, smaller Parish Councils were considering photocopying the Home Energy Check and hand delivering it to residents.

Cllr Mrs M Nicholson thanked NYCC for overthrowing the car parking charges in Embsay and Gargrave and also got an assurance that CDC were not thinking of appealing.

There was concern over the new refuse collection scheme and the weight in the collection bags.

A planning training seminar for Cllrs may be arranged. A discussion took place regarding Parish Councillors contacting CDC and asking for site visits regarding planning applications.

Cllr Mrs M Nicholson asked Colin Iveson from CDC if a further meeting / briefing could be held regarding the Community Governance Review. This has now been arranged for the 26<sup>th</sup> November 09 – 6:30pm at the council Offices. Clerk to inform Colin Iveson that Cllrs R Nicholson and P Baker will be attending.

**10.5 CDC:** Nothing to report.

**10.6 NYCC:** Nothing to report

#### **10.7 Glusburn Institute:**

Cllrs Mrs G Birks reported on the recent and upcoming events to be held at the Institute.

Arts and Craft Fair / Annual Scouts Gang show

The new Replacement windows and doors are all under a conservation order.

When the 1<sup>st</sup> floor replacement windows are to be fitted scaffolding towers will need to be used, this will cause problems and be a very difficult job.

#### **11. To consider the Parish Newsletter / Parish Plan:**

The Parish Plan document is now more or less ready to go out to residents. The photographs just need to be positioned.

#### **12. Financial Matters.**

12.1 To approve the following accounts for payment

a)	Park Administration	1620.33
b)	Clerks Salary	415.41
c)	Clerks Expenses	8.05
d)	Relief Park Keeper	114.75
e)	Marsden Contract Services	697.66
f)	I Mackereth-bus shelter cleaning	31.50
g)	Wheelie Clean- bus shelter steam cleaning (2months)	35.70
h)	Dulux Decorator Centre (paint for bus shelters)	22.16
i)	ARVAL PHH – fuel for park	41.14
j)	Turner & Ward- park services/equipment	118.11
k)	Playsafety Ltd- Play Equipment Annual Inspection	189.75

The accounts for payment were proposed by Cllr Mrs M Nicholson and seconded by Cllr Mrs G Birks.

#### **12.2 Precept:**

Following the recent Precept meeting and discussions Cllr Mrs M Nicholson proposed that the Precept be accepted. This was seconded by Cllr M Outhwaite. 5 Cllrs were for the decision, Cllr P Baker was against.

Glusburn Parish Council	PRECEPT 2010 / 2011
<b>Park &amp; Recreation</b>	
Park Machinery repairs & servicing/general repairs	2,000.00
<b>Plants</b>	250.00
<b>Yorkshire Water &amp; YEB (park hut)</b>	700.00
<b>Fuel/materials/security measures</b>	400.00
<b>Training / Waste Disposal</b>	250.00
	3000.00
<b>Recreation Development</b>	
<i>Total Park Upkeep</i>	<i>6,600.00</i>
<i>Park Administration</i>	
<b>Park Keepers Salary</b>	15,759.00
Relief Park Keeper	1,300.00
<b>National Insurance</b>	1,100.00
<b>Superannuation</b>	3,500.00
<b>Mobile telephone</b>	50.00
Total Park Administration	21,709.00
Total Park Expenditure	<i>28,309.00</i>
<i>Lighting &amp; Highways</i>	
<b>Power</b>	2,000.00
<b>Lighting &amp; maintenance</b>	2,000.00
<b>Bus Shelter cleaning/painting</b>	400.00
	<i>11,000.00</i>
Toilets / Cross Hills	
Total Lighting & Highways Expenditure	<i>15,400.00</i>
<i>Council Administration</i>	
<b>Clerk's Salary</b>	5,084.00
<b>Council Admin</b>	420.00
<b>Training, travel expenses (Cllrs &amp; clerk)</b>	100.00
<b>Bank charges</b>	50.00
<b>Hire of rooms</b>	370.00
<b>Insurance</b>	515.00
<b>Audit</b>	600.00
<b>Election costs</b>	750.00
<b>Professional Costs</b>	1,000.00
<b>Printing &amp; Distribution</b>	200.00
<b>Chairman's Allowance</b>	100.00
Total Council Administration	<i>9,189.00</i>
Capital Projects	
<b>Donations</b>	3,000.00
<b>Parish Activities / Parish Plan</b>	
<b>Hanging baskets</b>	622.00
<b>Parish Council Development</b>	8,500.00
Total Activities & Donations	<i>12,122.00</i>
<b>Subscriptions</b>	
SLCC/YRCC / YLCA	650.00
<b>TOTAL PRECEPT</b>	<b>£65,670.00</b>

**13. To consider the following Planning Applications:**

**13.1 32/2009/10008**

**Proposal:** Timber Shed For Storage Of Straw & Feed For Small Flock Of Sheep  
**Location:** Green Glen, Binns Lane, Glusburn.  
**Applicant:** Mr Murgatroyd  
**Comment:** **No objections**

**13.2**

**Proposal:** Replacement Of Existing Single Glazed Timber windows With Double Glazed Timber windows. Replacement and redesign of Timber Doors in North East Elevation With New Timber Doors.  
**Location:** Glusburn Institute, Institute Street, Glusburn  
**Applicant:** Mrs G Birks  
**Comment:** **No objections.**

**13.3 32/2009/10047**

**Proposal:** Lean-To Greenhouse  
**Location:** 14 Beanlands Drive, Glusburn  
**Applicant:** Mr P Barrett  
**Comment:** **No objections**

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

**32/2009/9818** **REFUSED**  
Mr R Wade, Ling Royd , Cononley  
Removal of condition 11 of approval 32/2003/3355 & condition 4 of approval 32/2008/8991

**32/2009/9950** **GRANTED**  
Mr M Ingham, Scott House Farm, Glusburn  
Extension of existing cattle shed.

**32/2009/9970** **GRANTED**  
Mrs Humberstone, 16 Beanlands Drive, Glusburn  
1 x Beech- remove lower limb towards the house and lightly reshape the overall canopy

**32/2009/9975** **GRANTED**  
Mr Christopher Day, 15 Black Abbey Lane, Glusburn  
Demolition of garage and replace with two storey extension and detached garage.

**32/2009/9992** **GRANTED**  
Mr A Whittam Dairy Cottage, Lingah Farm, Baxter Wood, Cross Hills  
Removal of agricultural occupancy condition (3) of planning permission 5/32/521

**32/200910001** **GRANTED**  
Mr J Balderson, 9 Breakmore Avenue, Silsden  
Change of use of joiners/ workshop and alterations to form a single storey Dwelling – 5 Back Colne Road, Cross hills.

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