

Minutes of Hellifield Parish Council Meeting
Held on Thursday 9th January 2020
Hellifield Village Institute - Yorke Room

Present: Councillors B Hugill, D Statt, B Moore, J Sleath, J Thwaite, F Ludlam-Brown, I Walton, M Blackwell (Clerk),
District Councillor Moorby (part),
Members of the Public: 0

Councillor Hugill opened the meeting at 7.32pm and welcomed everyone to the meeting.

1. Minutes of the Parish Council meetings held on 7th November 2019 were approved.

2. Apologies – County Cllr Welch.

3. To co-opt a member to the Parish Council. Mrs Isobel Walton was nominated by Cllr Hugill to be co-opted as a member of the Parish Council. The nomination was seconded by Cllr Statt. It was voted and agreed by all. Cllr Walton signed her Declaration of Acceptance in the presence of the Clerk who also co-signed.

4. To record members' interests: changes in those and relating to anticipated business. Cllr Moore declared an interest in Agenda Item 12.

5. Public Participation: None.

6. Village Matters

6.1 To receive any reports of antisocial behaviour and consider appropriate action as required. No reports.

6.2 To receive updates from NYCC Police on crime. NY Police submitted a report of reported incidents in the area which was read out by the Chairman:

28 incidents reported to the Police in Hellifield between 04.11.19 to 05.01.20. These included: 3 domestic incidents, 2 road related offences, 2 ASBs, 2 Burglaries, 2 auto crime thefts and miscellaneous others.

6.3 To receive an update on the Play Areas. Councillor Moore reported that the football clubs small shed had been removed and the bigger changing hut had been repaired. The new handle for the rota-glide had been delivered and he would arrange for it to be fitted in the next few days.

6.4 To consider retendering the grass cutting contract. The current contractor has held his rates for over 2 years. He has offered to apply a 2% increase to current rates and hold these rates for a further 3 years. In view of this offer and his good performance generally, Cllr Hugill proposed retaining his services for a further 3 years. The proposal was seconded and agreed by all.

Resolution: To retain current contractor for grass cutting for a further 3 years subject to 2% increase on 2019 rates being held until 2023.

6.5 To request that Councillors' Members Interest forms are updated where required. Cllr Moore has Submitted a new form. Cllr Hugill is also to submit a new form. Cllr Walton will complete her first form within the next 30 days. All other Councillors declared no changes.

6.6 To update Councillors on email communication and protocol. The Clerk provided some best practice information on the use of emails to all Councillors.

6.7 To nominate Mr Ken Leak as trustee of Hellifield Institute. Cllr Moore proposed Mr Ken Leak as a trustee of Hellifield Institute, this was seconded and agreed by all.

Resolution: Mr Ken Leak has been appointed as a trustee of Hellifield Institute to serve a 4-year term.

7. Reports to and from District and County Councillors. County Cllr Welch has given his apologies for the meeting. District Cllr Moorby reported that he had met with the CDC Enforcement Officer regarding the waste dumped on the Flashes. The Environment Agency has confirmed that 41,800 tonnes of waste can be moved onto the area. Cllr Moorby believes planning permission is required and this is being checked out.

Also, Cllr Moorby has complained to CDC about the state of the Flashes which has been turned into a lake and has now just been left. He believes drainage consent should be obtained. CDC says this is a potential NYCC flooding matter. The Enforcement Officer is checking the site regularly and trying to find out what is happening. Cllr Moorby asked the meeting if there had been any complaints regarding the dustbins now having to be taken to the end of the road for collection. Cllr Walton said she had lodged a complaint on behalf of an elderly family member.

Councillor Moore left the meeting.

8. Correspondence:

8.1 CDC letter advising all Town and Parish Councils of their changes to procedure for dealing with complaints against members who have failed to comply with their Council's Code of Conduct. The Chairman read out the pertinent points.

8.2 Letter from Relate (Pennine, Keighley & Craven) appealing for funds to help their Young People's Counselling Service – Time to Talk – which provides professional therapeutic counselling for children and young people in the local area. Cllr Hugill proposed a donation of £50 be made to help support this important service. The proposal was seconded and agreed by all.

Resolution: The Clerk to send a donation of £50 to Time to Talk.

8.3 Copy of letter sent by Paul Emsley to NYCC Area 5 regarding traffic management through Hellifield. The Chairman read out the letter and the response.

9. Street Lighting: Cllr Hugill reported there were 2 lights out – one outside the Rookery and another next to it. Both are due to be replaced in Phase 3 of the street lamp replacement programme so will not be repaired until that time.

9.1 To receive an update on a Street Light Replacement program. Cllr Hugill reported that, unfortunately, the Haw Grove lights had been out for 3 weeks as there was a gap between the 2 contractors work schedules. All lights now working. However, to avoid any similar issues, HPC have asked that the next phase of lamp replacements is delayed until late March to avoid dark nights.

10. Highways: Three new issues for the Clerk to report to Highways.

- The pavement outside Townsons is in a poor state and needs repair
- Manhole in road needs repair outside Barnes Garden
- Positioning of bus stop on Kendal Road needs reviewing as traffic is overtaking stationary bus by also going around the traffic island on the wrong side of the road.

11. Planning items:

11.1 Application: 2019/21181/LBC/ - **Amendment:** Demolition and replacement of Keepers Cottage with holiday accommodation(Use Class C1), cycle storage, off street parking, access and associated works. – Keepers Cottage, Peel Green, Hellifield, Skipton, BD23 4LD. **HPC has submitted its objection. NFA at this stage.**

11.2 Application: 2019/21182/LBC – **Amendment:** Part demolition and change of use of 'granary' buildings to create group holiday accommodation(Use Class C1), glasshouse, extensions and alterations, parking and access. - Granary, Peel Green, Hellifield, Skipton, BD23 4LD **HPC has submitted its objection. NFA at this stage.**

11.3 Application for the removal of condition no. 12 (Garage Conversion) and vary condition no. 2 (Approved Plans) of planning approval referenced 42/2017/18080 granted 16 May 2017. 1 St Aidans Court Gisburn Road Hellifield Skipton BD23 4BQ **HPC to object again – reiterating initial objections.**

11.4 Application: 2019/21254/FUL – Farm Workers dwelling – Stansfield Farm, Nappa, Skipton BD23 4LT. **No Comments.**

11.5 Application 2019/20933/FUL – **Amendment** – Residential development of 21 units and including amended vehicular access onto A65 – Land off A65, Kendal Rd, Hellifield, Skipton. **HPC to object again – reiterating earlier objection/comments.** It was agreed to defer the issue of Community Gain for this development to the March meeting.

12 Allotments –Nothing to report.

13. Finance -To discuss and approve financial matters including receipts, payments, transfers and donations.

Finances as at 30th November

Current Statements

Lloyds TSB Account £ 21,139.88 as at 30th Nov 2019

Skipton Building Society £ 20,954.28 as at 30th Nov 2019

Receipts	£3.00	Donation	
Payments	Village Maintenance – November	£192.43	
	Administration – November	£452.60	
	HMRC – Income tax & NI November	£158.20	
	E-on – Street Lighting October	£371.00	
	TSOHost – Domain renewal	£33.10	
	Stationery – M Blackwell	£6.24	
	Street Light Repair -B Hugill	£125.82	
	Total Payments	£1,923.65	

Finances as at 31st December 2019

Current Statements

Lloyds TSB Account £ 18,937.04 as at 31st Dec 2019

Skipton Building Society £20,954.28 as at 31st Dec 2019

Receipts	£21.24	Wayleave	
Payments	Hellifield WI – refreshments	£103.19	
	Wicksteed – Playground Inspections	£144.00	
	Courtyard Potting Shed-plants	£32.00	
	Village Maintenance – December	£192.63	
	Administration – December	£452.60	
	HMRC – Income tax & NI December	£158.00	
	E-on – Street Lighting S	£359.04	
	YLCA- Good Councillors Guides	£13.73	
	Network Rail – Wayleaves	£134.36	
	RC Shepherd – Christmas Tree	£216.00	
	M Blackwell – printer ink & stationery	£28.53	
	B Hugill – Xmas lights repair/removal	£198.00	
	Playdale – Rota Glide Handle	£468.91	
	Total Payments	£2,500.99	

Resolved: That the receipts and payments be approved as scheduled

13.1 To approve the Council budget for 2020/2021 and to set the precept for 2020/2021. It was proposed, seconded and agreed by all that a precept of £36,000 should be submitted to CDC for the year 2020/2021. This is a NIL increase on the previous year.

Resolution: The Clerk to complete the precept application for £36.000 and submit to CDC.

13.2 To receive a report from the Appointments and Employment sub-committee on the annual reviews of the Clerk and Handyman and to approve any recommendations of the said committee (Press and Public to be excluded).

The Clerk left the meeting.

Following a report on review meetings with both the Handyman and the Clerk in January, the Appointments and Employment sub-committee discussed their performance and pay with the Council. Increases to both salaries were proposed, seconded, voted upon and unanimously agreed.

Resolution: The Clerk's and Handyman's revised salaries to commence from 1st April 2020.

The Clerk returned to the meeting.

14. To receive items of information and proposals for the agenda of future Meetings.

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| Councillor Thwaite | Nothing to report. |
| Councillor Hugill | Nothing to report. |
| Councillor Statt | Nothing to report. |
| Councillor Moore | Requested a letter of thanks be sent to Wayne and Kelly for their fundraising for the new Xmas lights. Also, to include Xmas lights on July agenda |
| Councillor Sleath | To include Community Gain on March Agenda |
| Councillor Ludlam-Brown | Nothing to report. |
| Councillor Walton | Nothing to report. |

The meeting ended at 9pm

Date of next meeting: 12th March 2020

Signed.....

Dated:.....