

Minutes of Hellifield Parish Council Meeting
Held on Thursday 20th May 2021
Hellifield Village Institute – Main Hall

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

Councillor Hugill opened the meeting at 7.50 pm and welcomed everyone.

Election of Chair and Vice Chair and Declaration of Acceptance of Office.

Cllr Sleath proposed Cllr Hugill to continue as Chairman. Cllr Thwaite seconded. All voted in favour. Cllr Hugill accepted and signed the Declaration of Acceptance of Office.

Cllr Sleath proposed Cllr Statt to continue as Vice Chair. Cllr Thwaite seconded. All voted in favour. Cllr Statt accepted and signed the Declaration of Acceptance of Office.

Resolved: Cllr Hugill and Cllr Statt to continue as Chairman and Vice Chair respectively for a further year.

1. **Minutes** of the Parish Council virtual meetings held on 11th March 2021 were approved and signed.
2. **To accept apologies and reasons for absence.** Cllr Moore sent his apologies due to holidays booked prior to new date of May meeting being announced.
3. **To record members' interests: changes in those and relating to anticipated business.** None.
4. **Public Participation.** None.
5. **Village Matters**

5.1 To receive any reports of antisocial behaviour and consider appropriate action as required.

There had been a recent incident in Station Road playground where a report was made to the police of children digging holes near the pump track. The police attended to find 4 youths making ramps not realising they were doing wrong. Youths spoken to by police but no action taken.

5.2 To receive updates from NYCC Police on crime. The Chairman read out the report from WPC Grace which covered 12th March to 17th May 2021. There were 31 incidents reported to the police in Hellifield including: General Admin from other Police force enquiries, General contact from other agencies, Abandon call, Highway disruption – Temp lights stuck on red, Covid19 Border force check, Animal concern – pigeon shot Station Road, Internet concern.

5.3 To receive an update on the Play Areas. Cllr Moore was unable to attend meeting but sent a report which included:

- **Success** in securing Awards for All Lottery grant for just short of £10,000 - old Cabin Slide on Thorndale will be replaced with Playdale BeBop - slide and a climbing structure.
- **Thorndale –**
 - Cabin slide repaired.
 - Fence rail repaired.
 - Signs put up in relation to police watch in the area
- **Station Road**
 - Extra grassmat laid by the new flat swings
 - Signs put up in relation to police watch in the area

- One picnic table is not secured and keeps getting tipped over - needs securely fixing in place (Cllr Hugill and the handyman will arrange fixture)
- Repaired the damage to the platform on the multiplay unit.
- Litter continues to be a significant problem on this site
- **106 money** - 106 monies from Kendal Rd development will be released on completion of first 11 properties. The allocation for play areas should address some of the needs to complete the upgrade of the two areas. As this is a significant sum it would be appropriate to seek views from others in the village, school and parents.

Cllr Moore thanked to Cllr Hugill and James, the handyman for the work in putting up signs, fence and cabin slide repairs. Also, to the Clerk and Cllr Statt who met our PCSO to discuss vandalism.

5.4 To consider and approve cleaning the village War Memorial. Cllr Hugill had observed that the war memorial was starting to look tired and has it was 10 years since it was last cleaned, should consideration be given to having it cleaned again. An estimate for steam cleaning of £1450 has been obtained from a specialist firm. As this was quite a substantial sum that had not been precepted for, it might be better to include it in next year's budget. It was proposed, seconded and agreed by all that the condition of the war memorial should be monitored and a decision made later in the year.

Resolution: Cllrs Hugill and Statt will monitor the condition of the war memorial and report back later in the year at which point a decision can be made on whether to employ a specialist firm to clean the war memorial.

5.5 To review and update HPC's Councillors Code of Conduct. The Policy & Procedures Sub-Committee has reviewed HPC's Code of Conduct and decided it still meets the needs of the council therefore no changes are required. It was proposed, seconded and agreed by all that no changes are required.

Resolution: To continue with existing Code of Conduct.

6. Reports to and from District and County Councillors.

6.1 District Councillor Moorby delivered his full annual report earlier to the Annual Parish Meeting (please see minutes of APM for full content) A summary of his main points being:

- During this difficult year, Craven DC has tried to do our best in the way of keeping people safe and making sure businesses and residents have been able to draw on funds if required.
- Hellifield Flashes - following the commencement of the development and the creation of a permanent lake, this has had a devastating effect on the wildlife that used to be there. I feel very let down by the apparent inaction by the various bodies that are meant to oversee the wildlife, for example Natural England. There has been a working group set up by CDC to oversee this whole situation but I'm afraid our hands are tied to a certain extent and I personally feel that we will have to see what happens when the planning application for the holiday lodges comes before planning committee.
- Regarding the proposed opening of the Hellifield/Clitheroe railway line for passenger traffic. I think this will be a good thing for this area as it could mean that we may have a direct route to Manchester, it could also have the effect of bringing tourists into the Yorkshire Dales from Lancashire. However, I have passed comment, that although this will be a good move consideration has to be given regarding Station Road, as this road can't cope with any extra traffic that will be generated.
- I am vice chairman of the Licensing Committee at CDC. At the licensing meeting on 6th April, it was decided that CCTV will not need to be fitted at the moment due to the economic climate causing a lack of income for the taxi and private hire trade and will be looked at again in six months' time. With regard to licensed premises, three instances have come

before the Hearings and appeals sub-committee with the consequence that two Premises licenses were revoked and one had its license suspended for two months with the Designated Premises Supervisor being removed. These actions were taken due to contraventions of the rules regarding covid.

- Council tax have risen by just over 3.25% which is above the rate of inflation, which I am not very happy about. It must be remembered that although the bills come from CDC, they include NYCC, Police and various other organisations which amounts to a great deal more than CDC.

6.2 Cllr Hugill welcomed County Cllr Staveley to his first meeting as NYCC representative for Hellifield. Cllr Staveley delivered his annual report to the earlier Annual Parish Meeting (please see minutes of APM for full content). The only other comment he wished to make was regarding the correct name for Main Street, Hellifield. Was it Main St or Main Rd as there are signs for both on the A65? Cllr Hugill confirmed it was definitely Main Road.

7. Correspondence:

7.1 Email seeking information on old train at Hellifield Station. Cllr Hugill read out the email from a photographer seeking information on the old train. The Clerk to write and advise him to write to West Coast Railways or the station café for more information.

7.2 Email from Hellifield resident seeking support to develop a pathway for Hellifield's youth. The Clerk to respond and give the resident details of the NYCC Youth officer for Craven and Cllr Moore.

7.3 Email from Hellifield parent with offer of financial support to improve pump track at Station Road playground. The Clerk to reply advising Cllr Moore will be in touch regarding this.

8. Street Lighting: To receive reports of any light failures or repairs required. Cllr Hugill reported two recent repairs had been undertaken but was not aware of any others out at the moment.

8.1 To receive an update on the Street Light Replacement Programme. Cllr Hugill reported all the street lights with old columns had been done. The 21 with newer columns that remain will be done in Phase 5, hopefully later this year. We are awaiting NYCC to appoint a new contractor in June before Phase 5 can be started. There are also 3 old converted gas lights in the village which will not be part of Phase 5 as it is hoped these can be converted to LED by Cllr Hugill then painted to look authentically vintage.

9. Highways: The Clerk has twice reported the water coming through onto Gisburn Rd A682 but has been told by Highways "does not meet its criteria for repair". The Clerk to advise County Cllr Staveley of details.

Cllr Ludlam-Brown reported that the pavement at the top of Midland Terrace near the bungalows is in an atrocious condition. Cllr Hugill explained the road was "unadopted" and therefore it was up to the residents to repair it, not Highways.

District Councillor Moorby left the meeting.

10. Planning items:

10.1 – Notification of Amendment to Planning Application 2020/21565/REG4 – Thirteen entry-level affordable homes – land at Station Road, Hellifield. **Objection resubmitted.**

10.2 – Application 2021/22699/HH – Rear and side single storey extension – Rowan House, 18 Rowan Lane, Hellifield BD23 4JG. **No Comments**

11. Allotments –To discuss any correspondence and matters relating to the allotments. All allotment rents fully paid up.

11.1 To consider charging allotment holders for clearing items left at the end of a tenancy, in contravention of the tenancy agreement. The allotment tenancy agreement states that all unwanted items should be removed at the end of a tenancy, however, this is not always done. Recently, the clearing of rubbish from Plot 9 cost the parish council £120 in skip hire in addition to

at least 3 hours of the handyman's time. It was proposed, seconded and agreed by the majority of councillors (5 in favour, 1 abstained) that a letter should be sent to the ex-tenant asking for payment for the skip hire.

Resolution: The Clerk to send a letter to the ex-tenant of Plot 9 referring to the clauses within the tenancy agreement and asking for payment of the skip hire.

12. Finance -To discuss and approve financial matters including receipts, payments, transfers and donations. **All Agreed.**

Finances as at 31st March 2021

Lloyds TSB Account	£ 9,282.72 as at 31 st March 2021
Skipton Building Society	£ 21,014.42 as at 31 st March 2021

Receipts	NIL
----------	-----

Payments	Village Maintenance – March	£211.00
	Administration – March	£468.60
	HMRC – Income tax & NI March	£166.80
	Total Payments	£846.50

Finances as at 20th May 2021

Lloyds TSB Account	£ 37,597.99 as at 20 th May 2021
Skipton Building Society	£ 21,014.42 as at 20 th May 2021

Receipts	Precept – 1 st instalment	£18,000.00
	VAT Refund	£3966.50
	Allotment Rents	£598.54
	Lottery Grant – Thorndale playgrnd	£9,995.00

Payments	Village Maintenance – April	£228.18
	Administration – April	£481.30
	HMRC – Income tax & NI April	£174.20
	Street Lighting – 12 month supply	£2220.62
	Handyman Equipment	£37.85
	Compost	£8.99
	Reimbursement Ink	£19.00
	Street Light Repairs	£207.72
	Monthly instant ink – clerk	£12.49
	Stamps	£7.92
	Internal Audit Fee	£140.00
	Grasscutting – April	£436.55
	YLCA Annual Subscription	£441.00
	Total Payments	£4,415.82

12.1 To agree and sign off the Governance Statements on the Annual Return. Cllr Statt proposed the Governance Statements as a true record, Cllr Thwaite seconded, all voted in favour.

Resolved: The 2020/2021 Governance Statement to be approved and signed by the Chairman and The Clerk as a true record.

12.2 To approve the Accounts Statements on the Annual Return. Cllr Statt proposed the Accounts Statement be approved, Cllr Thwaite seconded and all voted in favour.

Resolved: The 2020/2021 Accounts Statement be approved and signed by the Chairman and The Clerk as a true record.

The Chairman and Clerk signed the Annual Return which will now be forwarded to the external auditors.

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

- | | |
|-------------------------|--|
| Councillor Thwaite | Wished to report that the refuse collection binmen in Hellifield do a wonderful job in his opinion. |
| Councillor Walton | Nothing to report. |
| Councillor Sleath | Nothing to report. |
| Councillor Ludlam-Brown | Asked who put the wild flower seeds in the underpass? Also, why not paint the underpass in graffiti-proof paint? |
| Councillor Statt | Why not ask for volunteers to do the painting if HPC pay for the paint (Agenda item for next meeting) |
| Councillor Hugill | Asked the Clerk to follow up the request to Network Rail to take over lease on hut. Also, to consider a donation to Wesley Methodist Chapel to reconnect broadband in Wesley Centre. |

The meeting ended at 9pm

Date of next meeting: 1st July 2021

Signed.....

Dated:.....