

# Thornton in Craven Parish Council

Minutes of the Meeting of the Parish Council held in the Village Hall on Wednesday 2<sup>nd</sup> April 2014.

**Present:**

**Councillor P Bowdler, Councillor S Briggs, Councillor M Graham-Roe, Councillor M Lockyer, Councillor D Joyce, County Councillor P Mulligan and Councillor R Mason.  
Jane Killeen, Clerk.  
Reverend N Turner and Ms Alex Iveson.**

**1. Apologies for absence, and to consent to the absence**

There were no apologies.

**2. Declaration of interest**

There were no declarations of interest.

**3. Approve Minutes of the meeting on 5<sup>th</sup> March 2014**

The Minutes were approved.

**4. Contribution to Graveyard Maintenance.**

Reverend Turner will be attending the meeting to discuss the fencing at the grave yard. Reverend Turner expressed his concerns regarding a number of issues: the non-payment of the annual grant from the Parish Council in 2011 and 2012, the cost of the fencing and the placing of the fencing. Reverend Turner felt that the fencing may be over a number of very old graves and that the fencing at the boundary with Rectory Cottage was the responsibility of the resident of the cottage.

Councillor Graham-Roe believed that the fencing had been discussed and agreed with Reverend Turner at a meeting on the 16 October 2013.

Councillor Bowdler said the aim was to improve the church yard and secure the boundaries but that if the fence needed to be moved then this would be arranged. The cost of the fencing was higher than expected but it is a good sound fence and will last many years.

Councillor Briggs stated that the Parish Council contribution to the maintenance of the church yard is not a grant but a gift. However, the money from 2011/12 has been used to help pay for the new fencing.

It was agreed that: the fencing should not be moved as Reverend Turner does not have records to show the exact location of the graves. Sheep will be grazed to keep the grass down. Drains that have recently been repaired have left rubble on the pathway, which will be cleared up. Reverend Turner will write to the resident of Rectory cottage to make the situation of the fence clear.

**5. Open Forum – For residents to raise issues to the Parish Council**

None.

**6. Report from Craven District Council.**

A planning application for a new Sainsbury's has been submitted to CDC. The supermarket will be built near the Rugby Club at Wyvern Park. The Parish Council agreed to sign a petition against this proposal on the grounds that they wish to see Skipton High Street shops preserved.

CDC is considering buying houses to let.

There is a new monitoring officer in post regarding the Code of Conduct of Council Members.

The Mayor of Skipton has recently resigned.

Litter – despite a request last month for road and footpath clearing there has been no response. Councillor Mason will follow this up and chase the request.

## **7. Report from North Yorkshire County Council.**

Penine Bus Company is closing in May. The school contract will be given to a different provider of transport.

Subsidised bus passes are to be phased out. This is due to the high costs. NYCC is planning a dial a ride service on demand for pensioners, who will be asked to pay part of the cost. The model for the future is for a service to be run by volunteers who will receive training from County.

Tour de France – details of road closures will be sent out as soon as possible. There is an element of uncertainty regarding the number of visitors to Skipton during the tour but mechanisms for coping with high numbers of people are being planned. It was agreed that communication with local business owners has been poor; Councillor Mulligan will raise this issue.

## **8. Reports from invited guests**

None

## **9. Finance Report**

At the end of March 2014 there is a surplus of £3450.58 to carry forward into 2014/15.

This surplus is due to the Council not having commissioned any new lighting columns during the financial year. Plans to do this will be discussed at the next meeting in May.

Audit 2013/14 – The annual audit is due to be returned to the Audit Commission by the 9<sup>th</sup> June 2014. Thornton in Cravens audit has also been chosen for intermediate audit. This is mandatory as each year 5% of all parish council audits are chosen by the auditors at random for intermediate audit.

Update of Risk Assessment and Internal Control Arrangements – the risk assessment schedule and the review of the Effectiveness of Internal Audit Arrangements were agreed electronically in March 2014. Ms Christine Husbands will carry out the internal audit.

Review the Register of Assets – this was reviewed and approved by the Council.

Renewal of the Insurance Policy – this is due on the 4<sup>th</sup> June 2014. It was agreed that the Clerk would obtain two quotes for both one year and multi years to be discussed at the meeting in May.

Investment of reserves – the reserves of £11641.23 are now in the current account. The Council resolved that a second account with the Yorkshire Bank is to be opened and the reserves will be transferred to this new account.

Payment of invoices –

J Killeen salary for month 12 £176.59

Admin expenses £22.00

It was resolved that the Clerks salary would increase from April 2014 from point 22 to point 23 as directed by the National Association of Local Councils.

## **10. Planning.**

None

## **11. Thornton Hall Farm**

Re-shaping the soil mounds in the field next to the Wysick

The enforcement has been scrapped as an agreement with the owners was reached by Pendle Borough Council for them to make good the field.

However, quad tracking has been advertised for all year round. And a screen of trees has been planted.

It was agreed by the Council that Mr Neil Watson from Pendle Borough Council would be invited to the next meeting to discuss all these issues.

### **12. Village Website**

Progress on Social Media Policy – copies of the policy document including the agreement to be signed is now available. These will be distributed to the relevant people and kept by Councillor Briggs.

### **13. Common Land, Little Moor.**

Progress report on securing the boundaries at Little Moor – Councillor Bowdler had contacted Mrs Preston to request a meeting; there has been no response to date. Councillor Briggs contacted Craven College for information regarding student walling details; there has been no response to date. Councillor Briggs is to check the solicitors letter that was sent to Mr and Mrs Preston for the date by which a response should have been received.

### **14. Minor Matters.**

Councillor Graham-Roe has completed the risk assessments on various items and pieces of equipment in the village. This has thrown up a number of maintenance tasks that need to be completed. Councillor Graham-Roe will email the list to village residents asking for volunteers.

Parish Meeting – this is to be held on the 21<sup>st</sup> May 2014. Councillor Briggs will request agenda items from the village residents. The agenda and visiting speakers will be decided at the next meeting.

The Clerk to chase up the requests for street cleaning via Mr David Pope at Waste Management, CDC.

### **15. Date and Time of Next Meeting**

7<sup>th</sup> May 2014, AGM followed by business meeting

21<sup>st</sup> May Annual Parish Meeting.