



# Steeton-with-Eastburn Parish Council

Rosie Sanderson, Clerk to the Parish Council.

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## Minutes of The Meeting of the Council held on 2 September 2015 at 7.30pm at The Community Hub, Skipton Road, Steeton, BD20 6FE

**Present :** **Councillors:** – Blagden, Emmott, Lambert, Mullen, Southgate, Townend and Weller

**In attendance** Ward Councillors: – ()  
Clerk: – Rosie Sanderson  
Members of the public: (3) people

**Public question time:** A member of the Christmas lights group asked if the Parish Council would like a sign stating “Steeton-with-Eastburn Parish Council “on a small Christmas tree by the HUB. Members agreed with this suggestion.

**15/064 Apologies:**  
Apologies were received from CllrThompson. **Resolved:** To sanction apologies from Cllr. Thompson (Competing commitments).Apologies from Cllr Mounsey were received after the meeting.

**15/065 Disclosures of Interest:** None

**15/066 Dispensations:** None

**15/067 Minutes**

**Resolved:** That the minutes of the following meetings:

- a) Parish Council 1 July 2015
- b) Community HUB committee 1 July 2015
- c) Neighbourhood Planning working group 16 June 2015

are approved as a true record and signed by the Chairman on behalf of the Council

**15/068 Actions taken by the clerk**

**Minute 14/198 Additional name on war memorial:** The name of Annie Gledhill was added in June 2015.

**15/069 Reports of Police and invited guests:**

Apologies were received from Sgt. Chris Watson. In the future Cllr Southgate will obtain a report from Inspector Sanderson.

Reports for the police: Cllr Lambert reported that a motorcycle with a faulty exhaust is being ridden in Elmsley St.

**15/070 Chapel Road Recreation Ground**

- a) **Cartmel Lane track:** **Resolved:** to delegate power to the clerk to agree expenditure up to £1500 for additional tarmac and drainage channels. Clerk to ask CBMDC to cut the grass in

the spring.

- b) **Letter from J Waterman:** noted
- c) **Comments from a local horticulturalist:** **Resolved:** not to use fencing to protect the trees, tree protectors will be adequate.
- d) **Boundary wall - Easterly section:** **Resolved:** To ask the solicitor to send a formal letter to all land owners who have not so far taken any action and to pursue an injunctive nuisance claim.

**15/071**

**Community Resilience:**

- a) The chairman and clerk had met with Chris Slaven, an emergency planning officer from CBMDC. CBMDC wish to use Addingham and Steeton-with-Eastburn as pilots to develop a Parish emergency plan. The plan is to focus on what could be done locally should the Parish be cut off from access to emergency services.
- b) A draft emergency plan for the Parish was circulated. Members were requested to review and to make comments and suggestions direct to the clerk.
- c) Emergency equipment: **Resolved:** to purchase a radio to add to the Parish's emergency equipment

**15/072**

**Acoustics at the HUB**

Cllr Lambert has not been successful in borrowing drapes from the film club. He will ask Whitackers if some old fabric could be borrowed.

**15/073**

**Eastburn Playing Fields**

**Resolved:** To award a grant of £450 to the Eastburn Playing Fields Association for the year 2015-16

**15/074**

**Asset Inspection**

A report from the clerk was noted. **Resolved:** to ask CBMDC to cut the hedge at Keighley Road recreation ground. Clerk to find out the recommended frequency of arboricultural surveys.

**15/075**

**Planning Issues**

a) Planning applications:

15/03591/FUL [Change of use of land to menage with associated building work](#) Stables At Knott Lane Steeton With Eastburn West Yorkshire

**Resolved:** No Comments

15/03456/FUL [Change of use from public house to three dwellings and demolition of the](#)

[existing toilet block and two external storerooms](#), Old Star Inn 1 Skipton Road Steeton With Eastburn West Yorkshire BD20 6SD

Resolved: The bin store could be better positioned at the back of the building.

**b) Outcomes of Planning Applications:** Cllr Lambert attended a planning meeting which considered the application for a bandstand at Steeton Hall. Restrictions were put on the times of use and playing of music.

**C) Planning Application Appeals:** None received

**15/075**

**Bradford District Community Infrastructure Levy consultation on Preliminary Draft Charging Schedule (31 July – 11 September 2015):**

**Resolved:** to chairman to draft comments.

**15/076**

**Memorial Wood Annex**

The covenant on the land states that it should be open for recreational use by the people of Steeton. Various options are possible, to clear the undergrowth and create a circular walkway, or to have access on to Low Fold. Advice from conservation officers is required before undertaking any work on the wall between the memorial gardens and the land. The opening to Low Fold has been closed off by the adjacent property.

**Resolved:** Clerk to research: cost of a path and gate, conservation status of wall, access rights at Low Fold.

15/077

### Policy Reviews

**Complaints:** **Resolved:** to ratify the existing policy and approve for the chairman to sign

15/078

### Finance

- a) **Bank Signatory:** **Resolved:** to appoint Cllr. Southgate as a signatory on all Council bank accounts and those relating to Eastburn Playing fields Association.
- b) **Audit:** The Council accounts for 2014-15 have been approved by the external auditors and the auditors had no matters to bring to Councillors' attention **Resolved:** to note the report of the external auditors.
- c) **Accounts for payment:** **Resolved:** to authorise payment of the accounts below and note the receipts and account balances.

#### Payments:

Purpose	Payee	Amount (£)
Clerk's salary	R Sanderson	700.28
Miscellaneous provision	Scott Janitorial Supplies	45.02
Community Hub - consumables	Scott Janitorial Supplies	31.67
Audit fee - external	PKF Littlejohn LLP	480.00
Repairs & renewals	Wright & Sons- Memorial Masons	306.00
Clerk's salary	Bradford Community Payroll	56.40
Clerk's salary	HMRC	7.99
Newsletter and website	R Sanderson (Mr Flyer delivery services)	216.00
Community Hub - cleaning	E O'Hara	50.00
Recreational area maint/clearing	J Westbrook Garden Services	205.00
EPFA grant	Eastburn Playing Fields Association	450.00
Community Hub - consumables	Scott Janitorial Supplies	104.39
Community Hub - safety checks (PAT )	D Harrison- Young (Pro PAT testing)	99.00
Community Hub - (unblocking toilet)	A. Rooke (AR Plumbing)	60.00
Clerk's salary	R Sanderson	533.68
Community Hub - (fittings for blinds and notices)	R Sanderson	13.90
Newsletter printing	Ellesmere Press	300.00
Clerk's salary – National Insurance	HMRC	7.99
Neighbourhood plan (map tube)	Ask the Office	12.10
Community Hub - consumables	Ask the Office	12.70
*Accreditation fee for Local Council Award Scheme	YLCA	50.00

*Stationery	Ask the Office	41.90
*Community Hub - cleaning	E O'Hara	50.00
*Print Cartridges for HP printer	CartridgeSave via R Sanderson	59.38
*Recreational area maint/clearing	J Westbrook Garden Services	217.00
*Clerk's salary – tax and National Insurance	HMRC	174.59

**Receipts:**

Purpose	From	Amount(£)
Hall hire	M Normington	160.00
Hall hire	Asian Arts	36.00
Public Sector deposit fund interest	CCLA investment management	15.56
Feed in Tariff	Npower Ltd	238.36
Bank interest business base rate	Barclays Bank	0.94
Hall hire	Steeton Flower Club	48.00
Hall hire	Carers Resource	60.00
Hall hire	D Thompson	17.50
Hall hire	M Redpath (Modern & Mature)	75.00
Hall hire	P Cant	155.00
Hall hire	E Wareing	17.50
Hall hire	R Hodgson	17.50
Hall hire	A McGovern	17.50
Hall hire	G Skelton	17.50
Public Sector deposit fund interest	CCLA investment management	15.48
Hall hire	Asian Arts	54.00
Public Sector deposit fund interest	CCLA investment management	1.61
Grants received	Groundwork UK (Neighbourhood Plan)	8,000.00
Hall hire	K Ross	17.50
Hall hire	H Mason	20.00
Hall hire	Craegmore Facilities	120.00
*Hall hire	Breath Easy Aire Valley	140.00
*Hall hire	Sylvia Waddington (patchers)	175.00

Balances as at 02 September 2015, after the above payments

Community Account	£11,721.42
Business Base Tracker	£22,996.55
Public Sector Deposit Account	£50,000.00

\*Invoices and receipts received after publication of the agenda

**15/069 Correspondence (for information and to inform future agendas): None**

**15/070 Meetings attended (for information and to inform future agendas): None**

**15/071 Member's Community Reports\_(for information and to inform future agendas)**

Cllr Southgate: Did not receive a newsletter. Queried when the roadworks in Skipton Road will be completed. Cllr Mullen will make enquiries.

Cllr Emmott: Slabs on steps at the bottom of Currergate field are being moved. Green Lane is full of high nettles. The chairman pointed out that Green Lane will be closed off soon when house building starts.

Cllr Townend: There has been a problem with a shortage of toilet rolls and hand towels in the toilets at the HUB. Clerk to arrange for additional visits by the cleaner, and HUB committee to consider the need for a larger dispenser.

Cllr Townend: the hedge along Stone Grove needs cutting. Clerk to inform Mel Smith at CBMDC

Cllr Lambert: has been given A4 size leaflets about the local GP practice to distribute. He will put some in the leaflet rack at the HUB.

**15/072**      **Defibrillator checking rota:** Cllr Weller will check weekly until the October Council meeting.

**15/073**      **Date and time of next meeting:** 7 October 2015 7.30 p.m. at the HUB

There being no further business the Chairman closed the meeting at 9.24 p.m.

Chairman.....      Date: 7 October 2015