



**Steeton-with-Eastburn
Parish Council**



**c/o The HUB, Skipton Road, Steeton, BD20 6FE
clerk@steeton-with-eastburnparishcouncil.gov.uk
07841633230**

**Minutes of the Meeting of the Council held on 8 January 2020 at 7.30pm
at The HUB, Skipton Road, Steeton, BD20 6FE**

ACTUAL

Present: **Councillors:** – Blagden, Danby, Gill, Mullen, Pickles, Rayner, Short, Thompson, Weller.

In attendance Ward Councillors: Rebecca Whitaker, Owen Goodall

Police: 0

Members of the public: 2

Public question time:

A member of public reported that he was assaulted on Christmas day when he stopped two men attempting to steal a car wing mirror; the passenger who assaulted him ran away, and the driver was still in situ when police arrived although he was not arrested. When the resident gave his statement at the police station, he was told that no arrests had taken place as it was coming to the end of the police officer's shift and he wanted to get home, and also that the attack on the resident was not severe, although he had been hit in the head and had thousands of pounds worth of damage on his vehicle. He also reported that Barrows Lane/Intake Lane is being used for drug dealing/taking, tipping, etc. and that there is speeding occurring every day at the top of Gill Close, where there is a speed limit of 20mph. The Chair advised that the concerns regarding traffic and anti-social behaviour were Bradford Council issues, and advised the resident to liaise with the Ward Cllrs. The resident also expressed concern that police were not in attendance at meeting; the Chair advised that local PCSO holds a regular surgery in the Hub, further details on notice-boards, and suggested that the resident write to the Crime Commissioner to express his concerns.

Another member of public asked when the residential parking permits would be implemented in the village: the Chair explained that this has gone out to consultation and is currently going through the legal process therefore awaiting further confirmation from Bradford Council. Ward Cllr Whitaker reported that a public meeting is planned for the village to discuss this further and answer residents' questions, probably for implementation in the summer; agreed that the public meeting to be advertised in the next Parish Council newsletter (Clerk to liaise with Ward Cllrs).

19/189 **Apologies:**

Apologies noted and reasons for absence approved for Cllrs Lambert and Mounsey.

19/190 **Disclosures of Interest:**

Cllr Thompson expressed an interest in item 19/199/a(i), as a direct neighbor of the property: she did not take part in the decision for this item.

19/191 **Dispensations:**

None.

19/192 **Minutes**

Resolved: The minutes of the following meeting were approved and signed by Chair:

- a) Parish Council monthly meeting 4 December 2019;
- b) Hub Committee meeting 6 November 2019.

19/193 **Reports of police and invited guests:**

- a) Reports of police: no police in attendance.

- b) Reports for police: none.

19/194

Keighley Road recreation ground

Item deferred to the next meeting when Cllr Lambert may be in attendance to provide an update.

19/195

Memorial Gardens

Chair reported that a productive meeting has been held with landscape architect, who discussed ideas, and also highlighted a problematic issue with the foundations of the war memorial, therefore a structural engineer will be organised to assess this prior to any further work taking place. Also need to liaise with the tree representative from Bradford Council, as the canopy needs raising near the Memorial, and trees on the road side also need serious attention (all trees have TPOs). It is planned that the architect will attend the meeting with tree representative to discuss the essential maintenance. The architect was directed to include the gas destructor lamp into the scheme, in the area of the pathway going down towards church. The time frame for this work depends on the structural survey and awaiting the necessary reports, which may impact on the tree work; plan to organise the survey as soon as possible, then arrange a meeting with Bradford Council tree representative.

19/196

Parish Council website

Resolved that the Parish Council website to be updated: Clerk to liaise with YLCA to determine what designs they recommend, and find out when contract with the current hosts will end.

19/197

Newsletter

Resolved that a Parish Council newsletter to be compiled before the end of the month: Clerk to look for previous newsletter to base next one on; to liaise with the printers and deliverers; to include a page introducing the Parish Council; community groups also to be asked to contribute, including the school and Christmas tree lights committee; and that Aire Valley Magazines to continue to be used for the newsletter delivery.

19/198

Policies

Resolved: The following NALC recommended template policies were adopted:

- a) Disciplinary Policy;
- b) Grievance Policy.

Clerk to personalise the policies to the Parish Council.

19/199

Planning

a) Planning applications:

- i. **19/05073/HOU:** 31 Styveton Way, Steeton with Eastburn, BD20 6TP – single storey side extension – **recommend refusal due to overdevelopment and flat roof.**
- ii. **19/05172/FUL:** Airedale General Hospital, Skipton Road, Steeton with Eastburn, BD20 6TD – siting of 6m by 2.4m storage container – **no comment.**
- iii. **19/05295/HOU:** 1 Summerhill Avenue, Steeton with Eastburn, BD20 6RU – two storey side and single storey side extensions – **recommend refusal due to overdevelopment in conservation area.**
- iv. **19/05265/FUL:** The Bakery, Millennium Business Park, Skipton Road, Steeton with Eastburn, BD20 6RB – installation of a storage silo to west elevation of the existing bakery – **no comment.**

b) Approvals:

- i. **19/04292/HOU:** The East Barn, Higher Redcar Farm, Redcar Lane, Steeton with Eastburn, West Yorkshire, BD20 6QJ – single storey conservatory to side elevation (Parish Council had no comment).

c) Refusals:

- i. **19/04304/HOU:** 36 High Street, Steeton with Eastburn, West Yorkshire, BD20 6NT – retrospective front and rear dormer windows (Parish Council suggested refusal, due to the plans failing to comply with and adhere to Steeton Conservation Area).
- ii. **19/04415/HOU:** Eastburn House, Green Lane, Steeton with Eastburn, West Yorkshire, BD20 8UT – construction of detached outbuilding to form cycle store, retrospective (Parish Council suggested refusal, due to unacceptable outbuilding plans, and that this property sits within village green space).

Finance

- a) **Resolved:** Insurance provider for EPF for the year confirmed as BHIB.
- b) **Resolved:** Effectiveness of internal controls within the financial year reviewed; agreed to adopt an Internal Controls Policy, Clerk to organise this for next meeting.
- c) **Resolved:** The following payments at this meeting approved:

Payments for approval at meeting

Purpose	Payee	Amount (£)
Cleaner	E O'Hara	52.00
Gardener	J Westbrook	253.00
Clerk's Allowance and expenses	E Haskins	32.00
Salaries for December	E Haskins	747.45
Tax	HRMC	260.00
Broadband	Talk Talk	31.14
Council Phone	O2	24.05
Topographical survey	Sterling Surveys	426.00
Memorial Gardens design	Helen Taylor	425.00
Annual inspection of alarm system	Guardian Security Installations Ltd	98.40
Training conference	YLCA	240.00
EPF insurance	BHIB Insurance	183.00
Tax	Bradford Community Payroll	36.00
Hub hire deposit refund	K Seward	45.00
Hub hire deposit refund	A Pervez	45.00
	Total	2898.04

- d) **Resolved:** The accounts for payment and note receipts for the month, up to 31 December 2019, agreed:

Payments for December 2019

Purpose	Payee	Amount (£)
Clerk's Allowance and expenses	E Haskins	514.33
Salaries for November	E Haskins	747.65
Tax	HMRC	259.80
Hall hire deposit	S Jacob	45.00
Topographical survey	Sterling Surveys	570.00
Website domain renewal	Vision ICT	66.00
Finance training	YLCA	115.00
Travel expenses	D Mullen	86.40
Broadband	Talk Talk Business	31.14
Council phone	O2	27.59
	Total	2462.91

Receipts for December 2019

Purpose	From	Amount (£)
Hall hire	Elysium Healthcare	25.00
Interest	Public Sector Fund	28.35
Hall hire/deposit	K Seward	65.00
Hall hire	D Danby	80.00

Hall hire	A Sharp	25.00
Hall hire	Anneliese Haggett	54.00
Hall hire	James Doyle	25.00
Hall hire	Aire Valley Clay	5.00
Broadband	Talk Talk Business	31.14
Feed in Tariff (FIT)	NPower	74.47
	Total	381.82

Account balances as at 2 January 2020:

Community Account	£8,708.38
Business Base Tracker	£99,370.91
Public Sector Deposit	£50,000.00

19/201

Correspondence:

- Email from YLCA re Spring Training Conference, March 2020: acknowledged, cheque signed;
- Email from YLCA re NALC policies: acknowledged, see item 19/198;
- Emails from several residents re parking in the village: acknowledged.

19/202

Meetings attended

None.

19/203

Members reports

Reiterated that the kerb-stones on Mill Lane are dangerous, as they are becoming dislodged: Chair to report this to Bradford Council.

Community Speed Watch: PCSOs have the equipment, and need volunteers; Clerk to liaise with local police regarding advertising this in the newsletter.

Parking on High Street, near school, creating hazard for pedestrians walking up and down road: café owner does not want parents parking in their grounds as previously, due to previous aggressive behaviour. Chair reported that school strive to resolve this problem and that there may be a possibility to revisit proposal for parking area – Chair to liaise with new MP to solicit support.

Railway carpark: Chair has not heard any further news on this issue.

Car park at Hub being used by other users on road: need signage in there stating that it is solely for Hub users.

Three complaints regarding the election being held on the Hub, too many queues, etc. Chair explained that the Returning Officers were inexperienced using the venue, and that there was very large turn-out (1700 through the Hub in the day); he also explained that the church hall was more expensive, and that Bradford Council made the decision to use the Hub after a review and evaluation of all polling stations.

19/204

Defibrillator checking rota

Cllr. Danby will carry out the weekly check.

19/205

Time and dates of future meetings

Next meeting to be held on Wednesday 5 February 2020 at 7.30pm.

There being no further business the meeting closed at 21.07.

Eve Haskins
Clerk and RFO
Steeton-with-Eastburn Parish Council