

RIBBLE BANKS PARISH COUNCIL
MINUTES OF THE MEETING
HELD AT RATHMELL READING ROOM
ON TUESDAY 30th March 2010 AT 1930

PRESENT.

Councillors – Dr.D.Clarke(Chair), Mr.R.Crabtree, Mr.F.Higginson, Mrs.B.Houghton, Mr. I. Wright.

IN ATTENDANCE.

Mr. D. Abbott (Clerk), Members of the Public - Nil

10/18. APOLOGIES FOR ABSENCE.

Mr.R.Stone, Mrs.R.Rees

10/19. DECLARATION OF INTEREST.

There were no declarations of interest relevant to the agenda

10/20. CONFIDENTIAL ITEMS

No items were regarded as confidential.

10/21. REPORT FROM DISTRICT COUNCILLOR

The District Councillor has not been in communication with the Parish Council since September 2009.

10/22. PUBLIC PARTICIPATION

No items were brought to the attention of the Council.

10/23. MINUTES OF THE LAST MEETING

The minutes of a meeting held on 19th January 2010 were regarded as a true record, and signed by the Chair.

10/24. MATTERS ARISING.

- **10/24.1. - Minute 10/07.2 - BT Public Call Boxes –**

Halton West – this Call Box has now been adopted by the Parish Council, and a copy of the signed agreement passing ownership of the box from BT to the Parish Council has been placed on file. A notice of the new ownership has to be posted on the box, and a copy of this notice and a schedule of maintenance have been passed to Councillor Higginson for forwarding to the Yorke estate, who are going to be responsible for its maintenance and safety inspections. The box has been placed on the Parish Council's insurance policy, and a requirement is that it is regularly inspected and a record kept of those inspections. Councillor Higginson has agreed to liaise with the Yorke estate on these matters. **ACTION CLLR. HIGGINSON**

Rathmell – Mrs.Rees has informed the Clerk that she is in the process of establishing the true ownership of the land that the telephone box in Rathmell stands on, and that she will meet the costs of carrying out this exercise.

Wigglesworth – there has been no further communication on the telephone box in Wigglesworth, since the Parish Council lodged its case with CDC and BT for the retention of the telephony services in the box.

- **10/24.2. - Minute 10/07.3 - War Memorials** – the Clerk reported that the outstanding work on the memorials has finally been completed, and the cheque has been forwarded to clear the invoice as agreed.

- **10/24.3. - Minute 10/07.5 – Community Governance Review** – the Clerk reported that since the last meeting he had received two further communications on this matter, modifying and confirming the final Terms of Reference for this review, which have now been approved by CDC. The Chairman and Clerk confirmed that there were no significant changes in the documents that would have an impact on the Parish Council's previous deliberations on this matter. It was **AGREED** that the status of Ribblesdale Parish Council as a Grouped Parish Council, with its existing boundaries and village representations, was an appropriate means of representing the local communities. It was confirmed that the Parish Council would have an opportunity to respond to any draft proposals that come out of the review, between the dates of 18th August and 17th November 2010.

- **10/24.3. - Minute 10/10 - Forthcoming Parish Council Elections** – the Clerk confirmed that a notice has been circulated around all the villages bringing to the attention of residents the forthcoming Parish Council elections, and trying to encourage people to come forward to stand as Parish Councillors. Cllr. Houghton confirmed that she would not be standing again, so there will be at least 2 vacant seats in Rathmell and 1 in Wigglesworth. No one at the meeting was yet aware of any person prepared to put themselves forward for nomination, other than Cllrs. Clarke and Higginson who are willing to stand again. The Clerk informed the meeting that the Parish Council required a minimum of 3 Councillors to be quorate, and to be able to make decisions. If the 5 Councillor positions were not filled then a number of actions would have to be considered – seeking co-opted members, holding further elections, CDC taking appropriate action to fill the vacancies. Where 5 or less persons are validly nominated, then there is no need to hold an election and those persons are automatically elected as Councillors. It was **AGREED** that all current Councillors would do what they can to encourage people to put themselves forward for nomination.

10/25. FINANCE.

10/25.1 Current Bank Balances.

The Clerk tabled a statement showing the movement of funds between 31st December 2009 and 28th February 2010, with the balances as at 28th February 2010 as follows:-

Deposit Account	£6336.23
Current Account	£ 750.94
Total Funds	£7087.17

Current commitments/expenses totaled about £3400, including War memorial repair

costs, Clerking fees and administration costs, rent, additional insurance premium, annual YLCA membership fee and booklet invoice, resulting in a year-end balance of approximately £3700 in the combined accounts. This was more or less in line with the budget projections discussed in previous meetings.

10/25.2. Payments to be Authorised.

The above amounts received authorisation for payment, and the appropriate cheques were duly signed at the end of the meeting.

Cllr. Crabtree tabled a request to pay a donation of £16.50 to the Royal British Legion, to cover the cost of the wreath at last November's Rathmell Remembrance Day Service, as in previous years. This was **AGREED**. **ACTION CLERK**

The Clerk informed Councillors that he had received a request from the Great North Air Ambulance Service, based in Darlington, for a donation. Councillors considered this request, but felt that it would be more appropriate, if funds permitted, to support the Yorkshire Air Ambulance Service.

10/25.3. Parish Council Assets.

Cllr. Crabtree has drawn the attention of the Parish Council to the fact that both he and John Harrison continue to store a number of gardening tools that were acquired by the Rathmell Parish Meeting some years ago to support a project to clear Back Lane. These tools have not been used in recent years as the project team has not been active. Cllr. Crabtree felt that a decision should be taken regarding their future use, storage, disposal, etc. The Clerk has spoken to Mr. Stone (who chaired the last Rathmell Parish Meeting) on this matter, and it was **AGREED** that this should be discussed at the forthcoming Rathmell Annual Parish Meeting, and a decision taken on their future.

ACTION RATHMELL ANNUAL PARISH MEETING

The Clerk also felt that it was time to review all the Parish Council assets, to establish an up to date schedule. This should include War Memorials, stocks, benches, seats, tools, telephone boxes, notice boards, etc. – i.e. anything that was considered to belong to the Parish Council, and their responsibility to maintain and keep.

It was **AGREED** that each village Annual Parish Meeting should review this matter in detail, and provide the Clerk with a detailed schedule of such items by the end of April 2010. Where possible a valuation of each item should be provided.

ACTION ALL VILLAGE ANNUAL PARISH MEETINGS

However, it was accepted that certain items, like the War Memorials, would need to be valued by a competent person, and the Clerk was authorised to obtain such valuations.

ACTION CLERK

10/26. ANNUAL PARISH MEETINGS.

Councillors were reminded that there was a legal requirement to hold Annual Parish Meetings in each of the villages, between the dates of 1st March and 1st June.

Halton West – Cllr. Higginson informed the meeting that such a meeting was being held in Halton West that evening, and he had left it to attend the Parish Council Meeting. At the point that he had left the meeting he was not aware of any expenses or invoices that required the Parish Council's attention.

Rathmell – Cllr. Wright **AGREED** to arrange for Rathmell’s Annual Parish Meeting to be called.

Wigglesworth – Cllrs. Clarke and Houghton **AGREED** to arrange for Wigglesworth’s Annual Parish Meeting to be called.

It was **AGREED** that these meetings should be held by the end of April 2010, and that the Clerk should receive copies of the minutes, as well as a schedule of Parish Council assets within each village.

ACTION COUNCILLORS

10/27. PLANNING MATTERS

10/27.1 – No.72/2009/9339 – Wigglesworth House, Becks Brow, Wigglesworth – withdrawal of this application.

10/27.2 – No. 36/2009/9944 – West Thornber, Wigglesworth – to be heard by Planning Committee on 8th March 2010. It has been reported in the Craven Herald newspaper that this application has been approved, although the Clerk has not received official notification from the Planning Department.

10/27.3 – No.72/2009/10253 – Woodside, Wigglesworth – the application for the construction of an extension, garage and fencing has been approved.

The Clerk informed the meeting that he was having difficulty obtaining a response from the CDC Planning Department on a matter he had been asked to follow up by Cllr. Crabtree, and that there were occasions where he was not being informed of planning applications or decisions. He was asked to raise these issues with the CDC Planning Department management, on behalf of the Parish Council.

ACTION CLERK

10/28. CORRESPONDENCE.

The key items on the correspondence list were brought to the attention of Councillors. The Clerk was asked to circulate copies of the correspondence on Joining Green Communities and the Rural Voice Big Lottery Project to Rathmell Reading Room, Tosside Village Hall and the Chairman.

ACTION CLERK

The Clerk would respond on the Playing Fields Association survey.

ACTION CLERK

The Chairman would respond to the NY Fire and Rescue Service Draft Integrated Risk Management Plan for 2010/13.

ACTION CHAIRMAN

10/29. REPORTS FROM COUNCILLORS AND COUNCIL REPRESENTATIVES

Chairman

Nothing to report.

Halton West.

Cllr.Higginsin informed the meeting that the recently installed gas pipeline that goes under the river in Halton West has been fitted with a wrong section of pipe, which is not strong enough to cope with the pressure of the land above the pipe. The solution to resolve this problem is to re-sculpture the steep river bank on the Halton West side of the river. This will necessitate the removal of some 4000 tons of soil that will require several hundred 32 ton wagons to negotiate many of the narrow roads in the Parish. There is concern about the traffic implications, potential damage to road sides and under ground pipes, and the ultimate destination of all this soil. It is understood that this work will be carried out during May and June. Charlie Yorke is liaising with the company involved to

look after the interests of the Halton West estate and village. The Clerk was asked to liaise with Mr. Yorke on the details of this work, and to contact the company involved to establish any implications on the rest of the Ribble Banks Parish. **ACTION CLERK Rathmell.**

Cllr.Crabtree reported that he had received many adverse comments regarding the new arrangements for collecting household rubbish and items for recycling – particularly with the arrangements for collecting household rubbish only every other two weeks, and the inadequacy of the blue bag system for collecting paper and cardboard. Other Councillors reported that they have also received similar complaints. The Clerk was asked to report these concerns to CDC. **ACTION CLERK**

Wigglesworth.

The Chairman reported that the Trustees of Clark’s Old School had had to make an application to the Land Registry to have the land that the school stood on registered in their name. This application to acquire a title to the land by adverse possession was necessary because the details were not registered at the time when the land was given to the School or when the Trust was established. It is hoped that the application will proceed without any complications.

He explained that the Trustees had intended the building work on the School to have commenced in March, but there has been some delay due to a hold up in the finalising of some of the detail in the release of planning conditions related to the original planning application process. Building contractors have been appointed, and it is still anticipated that the work will be completed by the end of the year. The building was now closed in readiness for the work to commence.

The Chairman explained that any grant monies received had to be spent on the capital refurbishment work, and there was still a need to raise funds for the ongoing maintenance of the School and the adjacent property. Mr.B.Procter was holding a “Nosh and Natters” event on 10th April to raise such funds, and there were still tickets available from David Clarke on 01729 840794.

Clerk.

The Clerk reported that he had recently attended a Clerks Forum Meeting in Skipton, which he had found useful. Amongst the agenda items discussed were Parish Council election processes, Data Protection, Member Code of Conduct and a verbal report of the Standards Annual Report, and possible training needs of Councillors and Clerks.

10/30. VILLAGE ENVIRONMENTS, RIGHTS OF WAY AND HIGHWAYS.

10/30.1 - Minute 10/15.1 – Highways Matters Progress Report –

- Cllr.Wright reported that Mr.Garnett has had the overhanging hedges in Hesley Lane pruned, but he felt that the problem could reoccur later this year as they have only been lightly pruned.
- The Clerk reported that due to the adverse winter weather and associated problems the Highways department have not yet been able to investigate the drainage problems reported to them in Hesley Lane. Mr. Jewitt, Highways Inspector, has reported that he now anticipated that this investigation work will be carried out in conjunction with some planned resurfacing work. Cllr. Houghton explained that she had recently been in communication with the Highways department with regard to some severe potholing of the Hesley Lane road. The

department had affected some repairs, but these have proved to be inadequate and they have started to break up. She has reported this back to the Highways department, and she has been informed that no further work can be carried out until the new financial year. An inspector will be sent out to investigate the problems, and Cllr. Houghton has requested that she accompanies the inspector on his visit. She has been assured that this will happen, and a case number has been allocated by Highways department ref. 283713.

- The Clerk reported that the Highways department had agreed that Hesley Lane qualified for a salt bin to be located at the head of the Lane, and it will be put in place in the autumn. Cllr. Higginson reported that the green salt bin, that was located on the brow of the hill near to the bridge that crosses the river in HaltonWest, has indeed gone missing. The Clerk was asked to bring this to the attention of the Highways department. **ACTION CLERK**
- The Clerk reported that he had had communication with the Highways department regarding the outstanding work on Cow Bridge. They have reported that they have had problems with contractors falling foul of the Environment agency when working within the vicinity of a water course. They are attempting to resolve this issue, and if successful will look to address such outstanding work.
- The Clerk reported that he had received an explanation from the Highways department regarding the storage of road dressing material on the site of the Jack Daw lay by. They intend to carry out some work in May/June on the Wigglesworth to Tosside road, and they were able to secure this material before prices went up. They have given assurances that the lay by will be tidied up once the road works have been completed, but can give no assurances that this lay by will not be used for similar purposes in the future.

10/31. ANY OTHER BUSINESS.

Cllr. Crabtree wished to thank the Chairman for the excellent work he has done in leading the Parish Council in recent years, and this was fully endorsed by the other Councillors. Cllr. Clarke thanked them for their support, and said that although he intended to stand again as a Councillor he would not be able to take up the position of Chairman again, due to his heavy commitments elsewhere.

The Chairman thanked the Clerk for his support and the professional way he had carried out his responsibilities.

10/32. DATE OF NEXT MEETING.

The date of the Parish Council AGM and the next ordinary Parish Council meeting have been scheduled for Tuesday 11th May, if the Parish Council elections are held on 6th May. If the Parish Council elections are held on 27th May then these meetings will be held instead on Thursday 10th June. The meetings will be held at the Rathmell Reading Room, and the AGM will commence at 7.30pm, and will be followed by the ordinary meeting.

The meeting closed at 2130