

Susan Harding Hill
Clerk
1 North Place
Sutton in Craven
Keighley, West Yorkshire
BD20 7PH

MINUTES OF THE MEETING OF FARNHILL PARISH COUNCIL
HELD ON THE 28TH SEPTEMBER 2017 IN KILDWICK/FARNHILL INSTITUTE.

PRESENT Councs. G Harling (Chairman), M Scarffe, D Akrigg, J Waring, CDC Representative A Brown & Clerk S Harding-Hill.

164/17 **PUBLIC PARTICIPATION**

No members of the public present

165/17 **APOLOGIES FOR ABSENCE**

NYCC & CDC District Representative Counc.P Mulligan. CDC District Representative Counc A Brown apologized that he had another meeting but would try and get to our meeting afterwards if time allowed.

166/17 **COUNCILLOR'S APOLOGIES FOR ABSENCE.**

Counc D Atkinson

167/17 **DISCLOSURE OF INTERESTS**

None

168/17 **APPROVAL OF THE MINUTES OF THE MEETING HELD ON THE ON THE 24TH AUGUST 2017**

The minutes of the meeting held on the 24TH August 2017 were approved by the Council and signed as a correct record by the Chairman.

169/17 **WASTE MANAGEMENT & RISK ASSESSMENTS**

Waste Management have not been in contact with the Parish Council since the meeting last month but it has been noted that they are using a smaller vehicle now and there have been no wheelie bins at the bottom of Back Mary Street in the last few weeks. It was also noted from the document "Wise" (which Waste Management provided to show the guidance they follow) that the guidance does advise that householders should be consulted with to obtain the best information and outcomes. Also that note should be taken of the weather conditions affecting specific areas when determining equipment and ways of working. It also stated that the waste management service has a responsibility for the health and safety of the public and their needs should be considered. It was agreed to decide at the next meeting if any further response to waste management was needed.

170/17 **HIGHWAYS**

NYCC have fitted the new clip to the diversion sign by the Vicarage at Kildwick so the sign functions okay now. It was thought that the drains on Main Street had been cleaned but Counc d Akrigg will check to make sure. The Parish Council had a report that there's been another dumping of rubbish on Bradley Lane. This is at the site of the second CCTV camera - the one closest to the boundary with Bradley. Clerk to report the matter to CDC Waste Management & Environmental Health.

171/17 **LEAKING TROUGH AT BUCKLAR HILL**

The Clerk has not heard anything from Burnside so she will call to see if they have any knowledge of who the trough belongs to.

172/17 **FENCE AT LEEDS & LIVERPOOL CANAL**

The Canal & River Trust responded to the e-mail from the Parish Council by saying they are sorry to hear that we are disappointed with their response regarding the condition of the fencing on the Leeds & Liverpool Canal at Farnhill. They say our concerns are being considered in line with the Canal & River Trust complaints procedure and have been passed to the relevant departments for investigation. A further response was then received saying that if we are agreeable, their waterway manager would like to meet with us on site to look into the concerns that we have raised. If we are happy with this, they will look into suitable dates and times. Clerk to respond and say yes that would be appreciated.

173/17 **STREET LIGHTING**

No further updates at the moment.

174/17 **FINANCE & ACCOUNTS**

a. To approve the following accounts for payment

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|---|----------|
| • S Harding-Hill (Clerks Salary July, Aug, September) | £399.01 |
| • HMRC (PAYE) | £ 99.80 |
| • PKF Littlejohn LLP (External Auditors) | £ 120.00 |

b. To consider using electronic banking.

The Parish Council resolved that the Council go ahead with setting up Electronic banking and Clerk to follow procedures for doing so.

c. External Audit

The external audit has been completed and on the basis of their review of the annual return, in their opinion the information in the annual return is in accordance with proper practices and no other matters have come to their attention giving cause for concern that relevant legislative and regulatory requirements have not been met. Anyone wishing to obtain copies can contact the Clerk.

175/17 **PURCHASE OF COMPUTER & PRINTER SCANNER**

Clerk has ordered a computer and printer scanner as agreed by the Council with the funding received from the transparency funding.

176/17 **REPRESENTATIVE FOR THE PEGGY WILSON TRUST**

Gary McKinney informed the Parish Council that his tenure as the Peggy Wilson Trust Representative Trustee for Farnhill Parish Council expired in June 2017. He says it currently involves about 2 meetings per year so he is happy to continue, alternatively if anyone else would like to take it on they are welcome to.

He also gave an update on current issues which are;

- A proposal to use it as a location for Food for Life project involving the school. Funding is available on the proviso that it benefits the whole community. Nothing agreed yet but PWT supportive in principle.
- General tidiness – a complaint had been received primarily relating to the school not clearing away equipment. The School agreed to take responsibility for general tidiness.
- A new notice board has been installed, the cost was met by Richard Dobbins, Kildwick Hall. This was in part in response to the survey of local residents which showed many people did not know it was for the use of all residents of Kildwick & Farnhill.

The Parish Council Resolved that he continue for a further term.

177/17 **PARISH COUNCIL WEBSITE**

The website has been updated with agenda's, minutes, annual return from the audit and relevant notices, plus pictures from the recent Kildwick/Farnhill Scarecrow Festival.

178/17 **ONGOING DEVELOPMENT OF THE ARBOUR**

A resident of the village commented on recent improvements to Lower Arbour saying the new grassed path is a great improvement, but it ends in a couple of steps and the gravelled section above the steps can be quite treacherous as the gravel has a ball bearing quality to it. Possibly another couple of steps to reduce the gradient and a continuation of the grass would be a welcome improvement.

Counc M Scarffe to prepare some drawings for the section above the steps for the next meeting.

179/17 **UPDATE FROM NYCC & CDC REPRESENTATIVES**

Craven District Council Representative Counc A Brown arrived at the meeting at this point and gave the following update;

He reported that he had been to a site meeting at Bradley Lane End with Bradley Parish Council, Counc P Mulligan, Highways and the Police to discuss traffic problems and the dangerous exit at the site. He stated that while the meeting was taking place an old lady had to wait in the middle of the road for 3 mins to get across which demonstrated how dangerous the junction is. Discussions took place about having a traffic island like they have at Cononley Lane End which would be an improvement rather than a solution but probably the most cost effective.

He also informed the Parish Council that a planning Application for a proposed 6 holiday pods near Kildwick Hall had previously been turned down, but after amendments it was brought back to a meeting and officers had recommended that it be approved. Assurances were made that it would stay at 6 pods.

180/17 **HEALTH & SAFETY POLICY**

The Council considered the draft health and safety policy provided by Counc M Scarffe but thought it would be easier to follow in a different format. Counc G Harling to draft it in a different format for the next meeting.

181/17 **PLAY AREA**

The hedge has now been cut at the Play Area and the grounds are looking neat & tidy.

182/17 **CLERKS REPORT**

Data Protection Reform

A new Data Protection Act and the General Data Protection Regulation (GDPR) are due to be implemented in the UK on the 25th May 2018. The document has 213 pages but Craven District Council's Governance Manager has summarized it into a quick guide to outline the main points for Parish Council's. (See Correspondence along with NALC's Legal Briefing)

Electronic Banking

Electronic banking must not take place till the Council put in place safe and efficient arrangements in accordance with the guidance. Amend Standing Orders, Financial Regulations, Bank Mandates (See guides in Correspondence)

Community Governance Review

The Craven Governance review is in the 2nd stage of consultation and the results will be implemented by the next elections.

Parish Elections 2018

Farnhill Parish Council have an election in 2018 and this will take place on the 3rd May. Nomination Forms will be available from the 27th March and must be submitted by the 6th April. The cost of an uncontested election will be £125.00 and the cost of an election would be between £500.00 to £2750.00 depending on the size of the Council. Any vacancies after the 3rd November 2017 do not need to be advertised.

Community Led Housing

Craven District Council have £605,964.00 to give away in grants to organizations in the Craven Area to go towards building affordable housing or to use to pay for legal advice on setting up a community led group and research into the needs of the community . They will also then provide guidance on how the group would go about getting further funding for the project. (booklet in correspondence)

The Clerk informed the Parish Council that Sam Hutchinson the Police & Crime Commissioners Community Mapping Project Officer would now be visiting the Parish Council in November instead of October.

183/17 **CORRESPONDENCE**

Police & Crime Commissioner- Community Mapping Project-Preparatory Material for Farnhill Parish Council before visit at October Meeting

O & SC (Service Standards) Performance Framework – Craven SNC

Data Protection Reform – A quick guide for town and Parish Councils + NALC's Legal Briefing

Electronic Banking – NALC's Financial Briefing

Craven Community Champion Awards 2017 – Nominations now open

Age UK – North Yorkshire- Loneliness & Isolation in Craven. Thursday 7th December 10.00am – 5pm Skipton Town Hall, High Street , Skipton

Community First Yorkshire – Ex Forces Support & Community Support and Volunteering North Yorkshire.

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184/17 **MINOR ITEMS OF BUSINESS & ITEMS TO GO ON THE AGENDA NEXT MONTH.**

A report was made to the Parish Council regarding rubbish in the beck adjacent to Langkirk Close. Clerk to report the issue to the owner of the property plus CDC & the Environment Agency.

The Parish Council have noted the condition of the Noticeboard at the car park and the Clerk to ask CDC if they are willing to replace it.

At a meeting of NYCC Craven Area Committee attended by Counc J Waring and the Clerk the Kildwick Railway Crossing was an agenda item. Graham North from NYCC said that Network Rail is looking at developing a centralized signal centre in York in the early 2020's. This means there is an opportunity to work with them to see what can be done about reducing the times the barriers are down at Kildwick, but he stressed it would probably be a matter of seconds rather than minutes but until the investigation takes place they would not know. Clerk to write to Graham North in support of improvements.

DATE OF NEXT MEETING THURSDAY 26TH OCTOBER 2017 IN KILDWICK/FARNHILL INSTITUTE AT 7.30PM

All members of the village are welcome to attend

An extraordinary meeting of Farnhill Parish Council will be held on Tuesday 17th October 2017 at 8.00pm in Kildwick/Farnhill Institute to discuss recent Planning Applications

All residents of the village are welcome to attend