

**Minutes of the
Burton-in-Lonsdale Parish Council Meeting
7.30pm, on Thursday 27th June 2024
in the Village Hall, Burton in Lonsdale**

**Present: Parish Councillors: Councillors Belinda Strickland (Chair), David Taylor, Rebecca Spedding, Judith Leader
County Councillor David Ireton**

**7 approx members of the public
The Clerk was in attendance**

- **The chair stated that the meeting would be recorded; members of the public may record the meeting if they wish. The chair stated that under standing orders a member of the public shall not speak for more than 3 minutes.**

60/2024 Apologies

Apologies were received from Cllr Wardle. Reason for absence was accepted.

61/2024 Code of Conduct and Declaration of Interests

None

62/2024 Public Statements and Questions

None

63/2024 To consider the following new correspondence and decide action where necessary: -

a) A resident has raised the issue of overflowing dog poo bins in the Village and whether the PC can look into ordering another dog poo bin to be located in a suitable location. – There are several issues including overflowing dog poo bins and the use of the general bin by the Village Green being used for dog poo causing a stink! Enquiries to be made about getting extra bins and to find out who is responsible for emptying the bins. Full bins can be reported by anyone on NYC website.

b) A resident highlighted a non-working street light at the junction of Duke Street and Low Street – to be reported to YCC

c) A resident highlighted the litter strewn over the area adjacent to the Pavilion and Recreation Field due to an overflowing green bin – unfortunately the green bin lid has disappeared. A new, larger bin has been ordered from NYC.

64/2024 Minutes

Approval of Minutes by the Councillors: -

- the Annual Parish Council Meeting of 23rd May 2024 - **Approved**
- the Parish Council Meeting of 23rd May 2024 - **Approved**
- the Recreation Committee Meeting of 30th May 2024 - **Approved**

65/2024 North Yorkshire Police Report

We have had 1 incident reported to the Police between 20.5.24 & 24.6.24.

11.06.23 – Road related offence – speeding vehicle A65 towards Burton in Lonsdale

How to report speeding concerns - Speed Management Protocol

www.northyorkshire.police.uk/search?q=speeding+concern

66/2024 Finance Matters

- a) To receive the Bank Balances and receipts, commitments and general reserves at **Appendix 1**
- b) To approve accounts for payment – **Approved**

67/2024 **North Yorkshire County Council**

Notice of Planning Applications Received: -

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Application No. ZA24/25998/LBC: Replace 4 Single Glazed Sliding Sash Windows with Timber Slim Line Double Glazed Sliding Sash Windows North House 45 High Street (*No concerns were raised*)

Application Number: ZA24/25875/LBC

Proposal: Replace front elevation windows; apply waterproofing spray to surrounding sandstone at The Manor, 13 High Street - *The Heritage report raised issues and Cllrs agreed with the concerns. Cllr Strickland to contact the Case Officer*

Notice of Planning Decision Received

Application ZA24/25895/LBC Replacement of 6 Single Glazed Windows to rear elevation and 2 Single Glazed Doors with Double Glazed Units 5 Duke Street Approved and Granted Listed Building Consent

Notice of Planning Decision Received: -

Application No: ZA23/25543/FUL

Proposed change of use of the Methodist Church School Hall to form one dwelling at School Hall, High Street, Burton in Lonsdale, Carnforth, LA6 3JU, North Yorkshire Council (Craven) Grants Full Planning Permission

Notice of Planning Decision Received: -

Appeal Ref: APP/U2750/W/24/3339244 - Land at Castle Hill Barn, High Street, Burton in Lonsdale, LA6 3JU The development proposed is described as ‘detached dwelling’.

Decision - The appeal is dismissed. (*NB. there was a site visit from the Planning Inspectorate. The reasons for dismissal were on historic and spatial grounds. The Motte was cited as of National Importance*)

68/2024 **Policies and Procedures**

To consider adopting a Vexatious and Complainant Policy

Cllr Leader explained that the Policy is based on the YLCA draft policy. The purpose is to set out a standard procedure to deal with complaints and who is to deal with them, and to ensure they are all handled in the same way. The policy was **Approved** by the Councillors and is to be displayed on the Website.

69/2024 **Planning & developments**

- a) Update on the development of houses on Land at Richard Thornton's School, Burton in Lonsdale, LA6 3JZ, 2020/22109/FUL –No decision has been received from the Planning Department. Still awaiting information from the legal dept.
- b) Update on the proposed development of working farmland to include No.8 new holiday accommodation units and associated site entrance, service area, access roads, parking and landscaping at Land southwest of Burton in Lonsdale, LA6 3LH, 2023/24730/FUL – No decision has been received.

Further concern was raised regarding the amount of bricks and building wasted being deposited at the site - Cllr Wardle is to query with the Environment Agency, and also the installing of fence posts at the base of the Motte and Bailey. Councillors agreed to contact Historic England and request a site visit.

70/2024 **Highway matters**

To receive an update on plans for traffic calming throughout the Village -

- Cllr Wardle has made contact with Community Speedwatch
- A meeting with Highways Officer David Cairns is planned for 11th September
- A working group to be set up to make an overall plan going forward
- A leaflet drop to be organised to inform and get support from residents
- No HGV signs for Low Street/Duke Street to be chased up

- County Cllr David Ireton advised that the Area Committee does have funds for road improvements and The PC could apply for a grant. However, he did not think an application for funding for the proposed chicane would be successful.

71/2024 Recreation Field and Pavilion

- Ex Councillor Peter Thompson has agreed to help with organising football at the Recreation Field and the Chair thanked him for his help. He has produced a report - at **Appendix 2**. The proposals outlined in the report were **Approved**
- The Chair informed the Council that Mike Illsley has resigned from the Recreation Committee after 8 years. He has done a huge amount of work behind the scenes repairing and maintaining the play and gym equipment, and carrying out regular inspections. The Chair said that we owe him a huge debt of gratitude and that he will be greatly missed. A replacement will need to be found and the Chair suggested approaching the Community Workforce.
- Fund raising for the MUGA – a decision is expected within 2 weeks
- There is now a problem with root intrusion at the MUGA
- Legionnaires testing has been done to the water system at the Pavilion to enable the showers in the changing rooms to be used and results should be received within 14 days
- A quote has been received for the repair to the ridge tiles at a cost of £700 approx – this was **Approved**

72/2024 Repair to Stone Wall in the VOSCY

- To receive an update re a damaged wall in the VOSCY. After further inspection of the wall, it is not clear whether the responsibility for the repair is with the Parish Council or the Parochial Church Council - **Resolved** to be raised at the next PC/ PCC liaison meeting.

73/2024 Date & time of forthcoming meetings

18th July 2024: Full Council Meeting
25th July 2024: Recreation Committee Meeting

74/2023 Meeting closed at 8.50 pm

Signed

Dated

Appendix 1

BANK RECONCILIATION

Bank balances 27/6/24

Unity Current Account	2,256.67
Unity Deposit Account	31,863.68
Unity Village Fund Deposit Account	1,996.67
Unity Community Sport Deposit Account	5,999.49
Nat West Account	35.92
Bank balance total	42,152.43

Bank Accounts Reconciliation

Cashbook brought forward 1/4/24	41,533.44
Receipts 2024/2025 year	11,532.73
Payments 2024/2025 year	-10,913.74
Balance per cashbook	42,152.43

Receipts since the last report

Pavilion bookings	552.00
Nat West Interest	5.83
Scottish Power re solar panels	32.62
Ofgem re heat exchanger	25.47
	615.92

Payments to be approved 27/6/24

Clerk pay and Expenses June	693.79
Diane Thornton - cleaner	40.00
Water test kit	108.00
Bill Hartley grass cutting	593.45
North Yorkshire council - Lighting maintenance	67.99
VOSCY Expenses	23.40
Pure Clean Plus	47.00
YLCA Training	26.30
	1,599.93

Commitments at 27/6/24

<u>Unspent budget - half year</u>	6,967.00
Repairs play/gym equipment	1,100.00
From Burton Community Sports re MUGA	5,999.49
VOSCY	-23.40
Lychgate restoration donation (Incl Spooner donation)	1,437.10
Safety Notice, memorials (400) & 190	552.75
Village Fund	1,996.67
First Responders donation remaining	586.36
Contingency Fund resolution 12/11/18*	5,000.00
Road safety improvements - resolved 21.3.24	10,000.00
General sinking fund - balance at 31/3/24	1,000.00
Total commitments	37,233.18
General Reserves remaining 27/6/24	3,319.32

Appendix 2

Paper for Burton in Lonsdale Parish Council Meeting 27 June 2024

Developing a footballing facility at the Pavilion playing fields

Summary

Three football clubs have shown an interest in playing at Burton in Lonsdale for the season 2024-25. There is sufficient space for one full sized pitch on the playing fields. Two of the clubs, NJC Dynamos and Craven Wanderers wish to enter into an agreement to play at Burton for the full season. The third club, Ingleton seeks to use the facilities during June and July.

The timing of fixtures has enabled the Parish Council to engage with both Dynamos and Craven to agree a season long charge with each as detailed below. Collectively this will generate an income of £1,750 for the season. It may be possible to offer the pitch to Ingleton on an ad hoc basis at listed prices.

The Parish Council already incurs the cost of mowing the grass. This cost will not change. There will however be additional costs as listed below which will total £1,420.

This paper seeks approval from the Parish Council to enable NJC Dynamos and Craven Warriors to use the facilities for the 2024-25 season for the proposed income along with the associated estimate of expenditure.

Please note the requirement to approve this paper at the 27 June 2025 meeting to enable the Dynamos team to meet fixture commitments.

NJC Dynamos

The club seeks to field two teams – an adult team from 13.00 to 16.00 Saturday and an under 18s team from 13.00 to 16.00 Sunday. In addition, they will use the pitch for training on Tuesday evenings from 19.00 to 20.30, light permitting. Their season, including preseason friendlies, will commence Saturday 6 July and will run until May 2025. Their fixture lists have not been agreed but broadly speaking they will play alternate weeks. Their manager has expressed a willingness to try to move fixtures if other parties seek to book the pavilion or fields.

Following negotiations with the Parish Council, Dynamos have agreed a lump sum price of £750 for the senior team and £500 for the under 18s for the full season. They have asked the Parish Council to invoice 50% of the cost during June with the balance to be invoiced in December.

Dynamos seek to use both changing rooms, the pavilion and the pitch.

The NJ Dynamos manager, Nick Clark has intimated he is keen to set up a football training business and would like to base it at the pavilion. Note – nothing has been agreed.

Craven Wanderers

This is a junior club with the intention of fielding an under 15 team and potentially an under 13 team, with play from 10.00 to 12.00 Sunday mornings. In addition, the pitch will be required for training either Wednesday or Thursday evenings, to be agreed and light permitting. Their season runs from early September 2024 to May 2025.

Their fixture list has not yet been agreed but it is likely to cover most Sundays through the season.

Following negotiations with the Parish Council, Craven Wanderers propose a lump sum price of £500 for the season.

They will have access to the pitch and pavilion but not the changing rooms. It may be beneficial to provide access to the referee's room for player toilet facilities to minimise impact on pavilion carpets.

Facilities

Legionella testing: The Dynamos teams anticipate using the showers in the changing rooms. Ian Parker has carried out the necessary work to ensure Legionella compliance. Testing is annual. The additional cost for a test kit is £90.00 + VAT.

Cleaning: Assuming the pavilion social area can be cleaned on a Monday morning and that footballers will not access the pavilion in dirty kit, there should be no additional cleaning cost for this area of the site. This will ensure the pavilion is clean for use by the Bridge Club on Monday evenings. The changing rooms will also need to be cleaned. It is suggested an extra 2 hours per week. Assuming a 40-week season and a rate of £15 per hour for the cleaner, the additional cost would be £1,200.00, assume no VAT.

Pitch marking: Both clubs seek a standard full sized adult pitch. D&C Atkinson, based in Milnthorpe, offer a computerised system to mark out the pitch (an impressive video is available). It is proposed the Parish Council engages Atkinson to initially set out the pitch. The charge is £110, assume no VAT. Further marking would cost £90 per visit. Each football manager has indicated they will get involved in re-marking throughout the season, at no additional cost. However, it may be necessary to involve Atkinson during the season if the condition of lines becomes unacceptable. Further visits have not been budgeted.

Posts, flags and nets – each team is responsible for providing their own equipment.

Access: A key box for the changing rooms would be beneficial. Assume budget price of £20.00 + VAT

Further opportunities

1. Promote the MUGA for team training in winter.

2. Ingleton FC have a problem with accessing their pitch in the cricket season. There is scope to invite them to use the marked-up pitches when available.
3. Lonsdale Terriers no longer seem to be interested but there is scope to make the pitches available to them when not used by others.

Peter Thompson, 21 June 2024