

**COLLINGHAM with LINTON PARISH COUNCIL**

**MINUTES OF THE ANNUAL MEETING OF COLLINGHAM with LINTON PARISH COUNCIL**

held on

**THURSDAY 11<sup>th</sup> May 2023 – 7.00pm at CaLSA**

**PRESENT:** Councillors: Julie Brown (JB) Chairman, A Martin (AM), Julian Holmes (JH) D Forsythe-Conroy (DFC), Richard Marsden (RM), Chris Corkhill (CC)

**IN ATTENDANCE:** Clerk Tina Wormley (TW)

**OTHERS:** None

<b>8267</b>	<b>ELECTION OF CHAIR</b> Julie Brown unanimously elected as Chairman. JH paid tribute to the outgoing chair AM.	
<b>8268</b>	<b>ELECTION OF VICE-CHAIR</b> Julian Holmes unanimously elected as Vice-Chairman.	
<b>8269</b>	<b>DECLARATION OF ACCEPTANCE OF OFFICE OF COUNCILLORS</b> Declaration of Acceptance forms signed by all Councillors in the presence of the proper officer.	
<b>8270</b>	<b>TO REVIEW DISCLOSABLE PECUNIARY INTEREST (DPIs)</b> No changes to any Councillors' DPIs.	
<b>8271</b>	<b>PUBLIC REPRESENTATIONS</b> None	
<b>8272</b>	<b>APOLOGIES FOR ABSENCE</b> None	
<b>8273</b>	<b>DECLARATIONS OF INTEREST and CONSIDERATION of DISPENSATIONS</b> None declared.	
<b>8274</b>	<b>MINUTES</b> of the last <b>MEETING</b> The minutes of the meeting held on Thursday 6 <sup>th</sup> April 2023 were accepted as a true record.	
<b>8275</b>	<b>TO CO-OPT TWO COUNCILLORS TO THE PARISH COUNCIL</b> Chris Corkhill and Richard Marsden unanimously co-opted onto the Parish Council.	
<b>8276</b>	<b>POLICE REPORT</b> a) No crimes recorded for the month of March. b) A serious incident took place in Collingham earlier in the month. A local resident was threatened with a knife whilst in their property. The intruder removed car keys and stole a car. Later in the evening the intruders returned to the property and stole a second car. The suspects have fortunately been apprehended and charged.	
<b>8277</b>	<b>VILLAGE NEWS AND RESIDENT COMMUNICATION</b> a. See Appendix 1 b. The Parish Council receive a number of resident enquiries over the course of each month. Each is actioned and responses fed back to residents. This can now be viewed as an appendix in the minutes.	<b>Clerk</b>
<b>8278</b>	<b>TO CONSIDER ENVIRONMENT and VILLAGE MATTERS</b> a. Local Centres Project Update – No further update. b. Flood Issues – JH and DFC met with LCC and the Environment Agency. The Lower River Wharfe flood model has been completed. The existing level of protection is slightly better than previously thought, but this makes it harder to fund additional works. Environment Agency will carry out cost benefit analysis work over the coming months.	<b>CC</b>  <b>JH/DFC</b>

	<p>c. Dementia Café Project – JB has met with the PPG team from the GP practice in Collingham. The surgery are investigating the possibility of establishing a dementia café for the practice area. JB to continue to attend meetings.</p> <p>d. Parking remains a problem in Collingham. Increased use of CaLSA has put a strain on the car park, with many vehicles parking on the grass outside the entrance. Agreed that the football car park could be investigated for use as overspill. Project to be included within the Highways sub-group. JH and RM to draft a plan of options for discussion.</p> <p>e. Vandalism to floral displays – Agreed to replace the vandalised trough. Will seek advice re vandal proofing the displays.</p>	<p>JB</p> <p>JH/RM</p> <p>DFC</p>																																	
8279	<p><b>FINANCE</b></p> <p>a. Payment of accounts authorised:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">C Wormley</td> <td style="width: 40%;">Clerk's Expenses</td> <td style="width: 30%; text-align: right;">£25.00</td> </tr> <tr> <td>C Wormley</td> <td>Clerk's Salary</td> <td style="text-align: right;">£1163.89</td> </tr> <tr> <td>HMRC</td> <td>Income Tax and NI for Clerk</td> <td style="text-align: right;">£00.00</td> </tr> <tr> <td>C Conroy</td> <td>Maintenance</td> <td style="text-align: right;">£108.00</td> </tr> <tr> <td>C Parks</td> <td>Gardening</td> <td style="text-align: right;">£605.00</td> </tr> <tr> <td>G Baxter</td> <td>Maintenance</td> <td style="text-align: right;">£1314.00</td> </tr> <tr> <td>Shire Aggregates</td> <td>Crusher</td> <td style="text-align: right;">£374.40</td> </tr> <tr> <td>R Pearson</td> <td>Internal Audit</td> <td style="text-align: right;">£270.00</td> </tr> <tr> <td>Gallagher</td> <td>Insurance</td> <td style="text-align: right;">£1848.78</td> </tr> <tr> <td>Gallagher</td> <td>Cyber Insurance</td> <td style="text-align: right;">£367.36</td> </tr> <tr> <td>HSBC</td> <td>Bank Charges</td> <td style="text-align: right;">£8.00</td> </tr> </table> <p>b. Balances and receipts noted.</p> <p>c. Projects and grants noted.</p> <p>d. Resolved to accept the 2022/23 internal audit report and action the recommendations.</p> <p>e. Resolved to approve and sign off the 2022/23 Annual Governance and Accountability Return (AGAR).</p>	C Wormley	Clerk's Expenses	£25.00	C Wormley	Clerk's Salary	£1163.89	HMRC	Income Tax and NI for Clerk	£00.00	C Conroy	Maintenance	£108.00	C Parks	Gardening	£605.00	G Baxter	Maintenance	£1314.00	Shire Aggregates	Crusher	£374.40	R Pearson	Internal Audit	£270.00	Gallagher	Insurance	£1848.78	Gallagher	Cyber Insurance	£367.36	HSBC	Bank Charges	£8.00	<p>Clerk</p> <p>Clerk</p>
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8280	<p><b>ORGANISATIONAL MATTERS</b></p> <p>a. Annual Parish Meeting – which will be held at CaLSA on Thursday 25<sup>th</sup> May, will be a joint presentation with different Cllrs delivering on a project basis.</p> <p>b. Logo/brand and new email address – A problem with the .gov domain noted. Each Cllr will need an initial adding to their address. Work on logo and branding will commence once new email up and running. RM to research laptop costs for the PC.</p>	<p>All</p> <p>RM</p>																																	
8281	<p><b>PLANNING</b></p> <p>See Appendix 2 for a. and b.</p> <p>a. Applications.</p> <p>b. Decisions and enforcements.</p> <p>c. Bridgewood Green Development – Problem with noise nuisance continues. Pilling has now temporarily ceased for 2 weeks. The site has been raised by around one metre. This was not agreed and is currently being investigated.</p> <p>d. Ridge Meadows – Kebell have responded to PC concerns about ridge heights on Northgate Lane and Tib Garth. Landscaping still not approved by LCC.</p>	<p>JH</p> <p>JH</p>																																	
8282	<p><b>HIGHWAYS LOG</b></p> <p>a. Highway's Report – Circulated.</p> <p>b. LCC to build a police enforcement hardstanding at the top of Harewood Road. PC asked to contribute. To be discussed at the June meeting.</p> <p>c. Road markings on Mill Lane now completed.</p>	<p>JH</p>																																	

8283	<b>ITEMS FOR NEXT AGENDA</b> a. Items for the agenda to be forwarded to the Clerk up to one week before the meeting.	Clerk
8284	<b>CLOSURE</b> The Chairman declared the meeting closed at 9.15pm. <b>The next meeting will be the Annual Meeting and will be held on Thursday 1<sup>st</sup> June at CaLSA – 7.15pm.</b>	

Signed .....

Date.....

Chairman

## Appendix 1

### April 2023 Resident Enquiry List

Enquiry	Action
Footpath from church to River Wharfe. Complaints from residents about new tenant changing the route.	JH has met with the tenant who is moving the fence to the line of the Definitive Footpath. The tenant agreed to maintain a footpath along the exact route of the Definitive Map. This has now been fenced off and is different from the previous route.
Concerns with regards to vegetation clearance adjacent to the ditch carrying the beck from A58 to the Wharfe.	PC have Investigated this matter and believes clearing of the ditch to be legal. No further action can therefore be taken.
Objection to illegal placement of signs by an Estate Agent.	PC contacted agent and asked them to remove the sign. Signs now removed.
Report of broken gate to Glebe field on Church Lane	Instructed contractor to repair

## Appendix 2

Application Number	Address	Description	Decision
19/07608/RM/N E and 21/09834/COND	Land At Leeds Road Collingham Wetherby	Reserved Matters application for 129 dwellings approved. Next phase is approval of conditions including landscaping and construction methods. Note archaeological investigation in Jan 22 and tree clearance in Feb22. A number of concerns have been shared with Miller Homes. Consent agreement or approval required by Condition 16 to app 14/00315/OT 811106-008 Tree strategy AR-5090-03 approved. PC shared comments on construction plans with Ryan 13th Mar 22. Landscape Management Plan approved. Revised construction plans Aug 22, comments still apply. Condition 26 waste disposal discharged. Dec 22 Construction Method Statement Approved. Concern over site levels which are 1m higher than anticipated, no response from Miller Homes by 3rd April, if none by 10th raise with Planning Enforcement. <b>New level information provided, LCC investigating.</b>	On-going
22/05887/FU/NE	Collingwood Hill Crest Collingham	Alterations including dormer window to rear and rooflights to front, forming habitable rooms; single storey rear extension; demolition of existing entrance and store to front with new ground floor window; new gable roof to front entrance; repositioning of side window	Approved
23/00181/FU/NE	Xanadu Harewood Road Collingham	Demolition of existing car ports to front; Alterations including first floor extension with pitched roof above, lower ground floor single storey rear extension with balustrade forming terrace above	Approved. Conditions to protect trees.
23/01181/FU/NE	5 Langwith Avenue Collingham	Variation of condition 2 (approved plans) to substitute proposed drawing 3512/03/100 revision B with revision C and condition 3 (extension materials) to allow proposed walling materials to be "coursed stonework" only to previously approved planning application 21/06755/FU	Approved
23/01508/FU/NE	5 Highcroft Collingham	Porch to front	Approved
22/08150/OT/NE	Compton Grove Farm Compton Lane Collingham	One dwelling for agricultural workers	Still pending
22/07779/RM/N E	Land At Leeds Road Collingham	Variation of condition 1 (approved plans) of previous approval 19/07608/RM to vary the house types plotted	Still pending
23/01377/FU/NE	Stonehaven Crabtree Hill Collingham	Extension to existing garage, link extension to garage to house, replacement of part flat roof with pitched roof and roof lights; modification of pitched dormers to flat, enlargement of chimney	Still pending
23/00579/FU/NE	36 Millbeck Green Collingham	Retrospective application for alterations including single storey rear extension; demolition of existing	Still pending

		conservatory; replacement dormer window to rear, including french windows and juliet balcony; single storey extension front, additional rooflights to front and rear; removal of rear chimney stack and reroofing	
23/01713/FU/NE	Greystones Leeds Road Collingham	Two storey extension to rear; single storey extension to front; alterations to existing ground floor window and garage door to front	Still pending
23/01737/FU/NE	8 Main Street Linton	Single storey rear extension, demolition of entrance hall to enlarge the existing accommodation, reinstatement of door to Main Street and replacement timber windows throughout.	Still pending
23/01409/FU/NE	Heron Court Main Street Linton	Replacement of existing roof windows with new velux windows; replacement of first floor side window with a upvc window	Still pending
21/05590/RM	Ridge Meadows Northgate Lane/Tibgarth Linton	Reserved Matters application for 25 dwellings and means of access. Also note application to discharge conditions 21/05525/COND See below	Still pending

Issues discussed at Linton Village Society AGM, residents advised to continue submitting objections where they relate to design and appearance.

Revised layout provided 11th Nov. Awaiting submission to LCC with supporting information before arranging a sub-committee meeting to review. Revised construction plan, broadly okay, questions sent to Ryan. No access plan yet.

Archaeological survey completed no findings of note.

Tree protection proposals agreed.

Contamination surveys completed, very small area of contaminated topsoil to be removed.

New design information posted on portal 30th Sept 22.

Highways suggest pedestrian route down Muddy Lane should be shown to the boundary of the public highway, presumably at the bottom of the hill. Flood Risk Management Team ask for further information and consideration of reinstating the pond in lieu of the underground attenuation tank.

Landscape Team gone to town with objection saying redesign required, probably smaller dwellings.

Sub-committee meeting 8th November. Further objection filed and shared with Kebbell.

Highways approval granted - confirmation has been provided that the land required for the provision of the southern pedestrian / cycle route from the site can be used for that purpose.

Revised information on portal, very minor changes, LCC looking to approve by mid April. LCC have been told we are not happy about impact on The Ridgeline and also lack of any information on the appearance of the attenuation tank at the top of Tibgarth. Drone footage provided to aid assessment of visual impact.

**Attenuation tank drawing provided, short on detail, suggested start again.**

<b>Applications April 2023</b>			
<b>Application Number</b>	<b>Address</b>	<b>Description</b>	<b>Proposed Comment by PC</b>
23/01794/FU/NE	Summer Ridge Linton Lane Linton	Installation of 7.02kw ground mounted photovoltaic array with 10kw battery storage. The array consists of 18 390w photovoltaic panels installed in 3 parallel rows and on a ground mounted frame in rear garden	No comment

23/02202/FU/NE	Former Old Star Public House Leeds Road Collingham	Change of use of bar to bar and restaurant and enclosure of existing rear decking area	No comment
23/02400/FU/NE	17 Millbeck Green Collingham	Alterations including demolition of existing attached garage to side / and pitched dormer to rear; single storey rear extension; new window to side	No comment
23/02481/FU/NE	Dovecote House 8 Northcote Fold Linton	Formation of roof terrace to rear, with glass balustrade and steps with glazed handrail	No comment

#### Appeals On-going

Appeal or Application Number	Address	Description	Summary of current position (new info in red)
21/08381/FU/NE	Dene Cottage Linton Lane Linton	Conversion of garage to habitable rooms, erection of two storey outbuilding to side; creation of widened access and associated landscaping	Appeal by written representation, no further comments allowed.

#### Planning Enforcements

Case Number	Address	Date Received by LCC	Current Status (new actions in red)
23/00112/UHD2	Wharfe Ghyll Linton Common	10/01/2023	Trees removed over and above approved planning approval. Richard Lapish confirms matter passed to enforcement and will advise actions taken. Jetty and summer house being built, referred to enforcement and EA.
	Bay Tree House, The Ridge, Linton	16/11/2022	Neighbour complaint, front boundary treatment, 2m high and including a wall in the "public" verge. LCC response, 2m high boundary is permitted on private road, no action can be taken. Ryan Platten suggests the wall needs to be subject to planning.