

CRAKEHALL WITH LANGTHORNE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on 18 May 2022 in Crakehall Village Hall.

Councillors present: Councillors Mr D Shaw (in the chair), Mr J Wilson, Mr A Beal and Mrs S Stirke.

Also present: District Cllr Mr J Noone and two parishioners.

Clerk: Mr C McGee.

Apologies for Absence: Cllr Mrs J Randall, District Cllr Mr M Barningham and County Cllr Mr J Weighell.

Pre-meeting Items

No items were raised.

1.0 Police Report

PCSO Paul Enborn joined the meeting for this item and highlighted items from the Police Report – copy attached as Appendix 1 – which had been circulated to all members.

2.0 Co-option of an additional councillor

The elections for councillors to the Crakehall and Langthorne Parishes were not contested so four councillors were elected unopposed to represent the Crakehall Parish and one councillor was elected unopposed to represent the Langthorne Parish. This left a vacancy for a further councillor to represent Crakehall and the circumstances immediately after a possible election allow a co-option to be made. The opportunity had been advertised on Facebook, the website and on noticeboards and only one person put their name forward. It was agreed that Jonny Neale should be co-opted onto the council. He signed the Acceptance of Office and Registration of Interests documents and joined the meeting as a councillor.

3.0 Minutes of the Parish Council Meeting held on 16 March 2022

The minutes of the meeting were confirmed by those members present as being accurate and signed by the chairman.

4.0 Any Matters Arising

There were no matters arising.

5.0 To consider the exclusion of the public and press because of the special or confidential nature of the business to be transacted under items 17.0, 18.0 and 19.0

It was agreed that, because of the special or confidential nature of the business to be transacted under items 17.0, 18.0 and 19.0, the public and press would be excluded whilst the items were discussed.

6.0 Parish Clerk's Report

6.1 The clerk updated members on developments since he had written his report:

New Layby on A684 outside Crakehall - NYCC had now installed a post in the grass verge of the new layby on the A684 and given permission for the "Please Take Your Litter Home" notice to be attached to it. Cllrs agreed that the sign was too big, 84cm x 60cm, to be secured safely to it and so the clerk will request that NYCC installs an additional post.

Work to Trees in Crakehall - Rennison Tree Services had visited Crakehall on 7 April 2022 and advised that three trees overhanging the bridge on the A684 posed a risk and should be felled. One, in particular, was lifting at its base and so a 5-day notice application to Hambleton District Council was submitted. Permission was granted to remove the tree most at risk but a further application has had to be made in respect of the other two trees and some work to thin out some younger shoots nearby. The tree most at risk had now been removed as has some ivy growing out over the bridge wall.

6.2 Planning Applications to Hambleton District Council

6.2.1 Consultations requiring a response before 18 May 2022

- 22/00507/FUL - Change of use of one-bedroom residential cottage to holiday let accommodation at Munton Cottage, 3 West Terrace, Great Crakehall – no objections were raised.
- 22/00953/CAT - Works to trees in a conservation area at The Batts, Little Crakehall Bridge, Little Crakehall – This was an application made by the Parish Council – see 1.6 above – a response therefore seemed unnecessary!

6.2.2 Consultation requiring a response after 18 May 2022

None received.

6.2.3 Notification of Decisions

- 21/02605/FUL - Alterations and change of use of detached 3 bay domestic garage to home office at The Old Granary Little Crakehall – Granted
- 21/02851/FUL - Construction of an agricultural workers dwelling at Kirkbridge Farm, Ings Lane, Kirkbridge – Granted
- 22/00479/FUL - Subdivision of existing dwelling to form 2 dwellings and replacement of all windows as amended by plan received by Hambleton District Council on 31 March 2022 at Hawkstone, Little Crakehall – Granted
- 21/03034/FUL - Two storey extension to dwelling; internal rearrangement; and replacement windows as amended by Hambleton District Council on 6 April 2022 at Holly Cottage, The Green, Great Crakehall – Granted
- 21/03035/LBC - Listed Building Consent for a two storey extension to dwelling; internal rearrangement; and replacement windows as amended by plans received by Hambleton District Council on 6 April 2022 at Holly Cottage, The Green, Great Crakehall – Granted
- 21/03022/FUL - Construction of a replacement single storey rear extension as amended by plans received by Hambleton District Council on 6 April 2022 at The Annexe At Crakehall House, The Green, Great Crakehall – Granted
- 21/03023/LBC - Listed Building Consent for the construction of a replacement single storey rear extension and removal of internal stud wall as amended by plans received by Hambleton District Council on 6 April 2022 at The Annexe At Crakehall House, The Green, Great Crakehall – Granted.
- 22/00566/CAT - Works to trees in a conservation area outside Crakehall House, The Green, Crakehall – Granted.

7.0 Financial matters / audit

7.1 Final accounts for 2020/21 and Bank Reconciliation Statement 31 March 2022

The documents that had been circulated showed that the closing balance at the end of 2021/22 was £12,294.62

However, this included two committed / reserved sums totalling £1,404.00:

- future maintenance payments for Mrs. Precious' grave - £820.00

- funds held on behalf of the dormant Crakehall Angling Club (from March 2013) - £584.00

The adjusted uncommitted carry forward was therefore £10,890.62 – just slightly in excess of the agreed contingency sum of £10,000.

The accounts had been subject to Internal Audit and, whilst no real issues of concern had been raised, the auditor had made three recommendations:

- a) That the council should consider either increasing the threshold above which quotations are sought or awarding a standing contract for this and similar works. Councillors agreed that a list of “Preferred Contractors” (who have done work of good quality for the council in the past at a competitive price) should be established and Financial Regulations amended accordingly.
- b) That the council should consider whether there is a need to refresh the tree assessment review undertaken by Barnes Associates in November 2018. It was agreed to commission formal assessments on a 5-year cycle but that the Lead Councillor should undertake regular reviews and, of course, the council should respond to any issues raised by residents.

- c) That the council should consider whether there is a need to review the arrangements for reviewing the safety of cemetery memorials. It was agreed that the Lead Councillor, Chairman and Clerk should undertake (and record) a formal “walk round” assessment as soon as possible. If any memorials were causing concern, professional assistance should be sought.

7.2 Annual Return documents for approval

The Annual Governance and Accounting Statements for 2021/22 which form part of the External Audit requirements were formally approved. Receipts and Payments both fell below £25,000 for 2021/22 so, like last year, an “Exemption” will be claimed. The chairman signed the relevant documents.

7.3 Receipts / Payments from 1 April 2022 to 30 April 2022

A full list of transactions had been circulated. The council’s balances at 30 April 2022 stood at £15,909.57

7.4 Budget monitoring

The budget had been set to reflect the decisions taken in November 2021 about the council’s base budget for 2022/23. No particular issues were flagged up by the monitoring statement.

7.5 Community Infrastructure Levy Payment

The council had been allocated a CIL Contribution of £2,853.10 related to Planning Application Reference 20/00330/FUL - the construction of 18 residential dwellings on land to the North Of Crakehall Water Mill, Hackforth Road, Little Crakehall. The money must be used for infrastructure identified as important by the local community including provision, improvement, replacement, operation or maintenance of infrastructure. Local councils have a duty to report to Hambleton District Council annually on how they use their CIL monies and any money that is not spent by the Parish or Town Council after 5 years will be claimed back by Hambleton District Council. Councillors agreed to review, on a regular basis, how this money could be spent. At the request of Cllr Wilson, the clerk clarified that the money could be spent on a number of different projects.

8.0 Traffic Flow Through Crakehall

8.1 Cllr Shaw reported the latest data from the Vehicle Activated Sign with 85th percentile speeds as:

- Great Crakehall – 31.9 mph
- Little Crakehall – 33.1 mph

The latest data about Police Speed Check visits showed three visits so far in 2022 and a total of 98 offences. This was double the rate of offending per visit when compared to 2021 so Cllr Shaw will contact the police to request more frequent visits.

8.2 Cllr Shaw recalled that NYCC had promised to re-do the road markings at either end of the village once the re-surfacing work through the village had been completed. This had not yet happened so will be pursued with a request that the road markings might include white triangles (like the new markings at Patrick Brompton). Highways will also be asked to review, and replace where necessary, the 30 mph signs through the village as some have deteriorated badly and others have been damaged.

8.3 At the last meeting, councillors were disappointed by the arguments put forward by NYCC in relation to 40mph buffer zones at either end of Crakehall and resolved to pursue matters further. Cllr Shaw agreed to draft something for the clerk to send to Highways and accordingly this was done on 24 March 2022. A response was received on 29 March 2022. However, the Chairman and the clerk were not convinced by these further comments and so went back to Highways on 5 April 2022. No response has yet been received despite a reminder email on 21 April 2022. This will be pursued.

9.0 Platinum Jubilee Celebrations

A meeting of the Crakehall organising group was held on 12 May 2022 to ensure, amongst other things, the coordination of events and publicity. Two posters have been produced to promote the lighting of a beacon on 2 June 2022 at 9.45pm and the Jubilee Fair on 5 June 2022. The council’s responsibilities relate only to the lighting of the beacon as the School PTA is organising events on 5 June 2022. Community events are also planned for Langthorne on 2 June and 5 June 2022. The seat for the green in Langthorne (purchased using funds raised by residents) will be officially “opened” by the children of the village on 5 June 2022. They will also be given their

Jubilee mugs at that time. The children of Crakehall will be invited to collect their mugs from the village hall on 2 June 2022.

10.0 The Old Chapel in the Cemetery

The council agreed Cllr Beal's request that he, Barrie Morris and Bob Shephard should, as far as they can, clean and renovate the chapel. An initial budget of £200 was agreed to cover cleaning, safety products and materials. No future purpose for the building was agreed but it was agreed to seek estimates for repairs to the Bell Tower and re-painting of fascia boards as improvement and weatherproofing measures. The clerk advised that Colin Bartram had done some further work to replace slates, refix lead, clean gutters and unblock fall pipes. It was agreed that all these costs should be attributed to the CIL money referred to earlier in the meeting.

11.0 Cars Parking on the road up to the pub and the school

A resident living near the pub in Crakehall had expressed concerns recently that a wagon attempting to make a delivery to his property had been unable to do so because of cars parked along the road up to the pub. He had spoken to the landlord of the pub and had been advised that this was not an uncommon occurrence. He had been advised of the various actions that the council had taken around the whole issue of parking round The Green but he had suggested further contact between the school and the council and offered some specific actions that might be taken:

- A printed sign asking vehicle owners to park closer to the Green,
- Or, a total ban on parking on that short stretch,
- Or designating it a "drop-off only" zone,
- Or, providing a small section of The Green as designated car parking.

Councillors considered the pros and cons of all the options and shared the concerns, not least, in relation to ensuring emergency vehicle access at all times. However, it was agreed that, as a first step, a further approach should be made to the Head of the School as it was believed that most of the parked cars on that stretch of road usually belonged to staff at the school. The issue of suggesting that the village hall car park should be used was raised again after Cllr Stirke noted that she had been told by one parent that, on one occasion, the gates were closed and, on another, the car park was full because of an event at the hall. Cllr Neale, as the council's representative on the Village Hall Management Committee, felt that this was not really a viable option and, in any event, had not been formally agreed by the Management Committee.

12.0 The Conservation Volunteers (TCV) Land Management Services

The Conservation Volunteers (TCV) had contacted the council to provide information about the land management services they offer to landowners in York and the surrounding areas. There would be a standard day rate charge in addition to the cost of materials required for any project. More recently, the Kerfoot Group, based in Northallerton, had made an offer of help for tree planting, litter picking, etc. Councillors were asked whether there were any projects in Crakehall and Langthorne which might be able to be supported by one of these groups but discussions turned to grass cutting – see below - and no decisions were taken.

13.0 Review of Key Documents

The clerk advised that Key Documents needed to be reviewed regularly but no changes were proposed to the Standing Orders, Financial Regulations or Internal Controls. However, the Asset Register had been completely updated and was approved. The Risk Register had been amended to include:

- Measures to minimise the risk associated with the short- or long-term absence of the clerk and to try ensure a smooth transition when a clerk retires. Similar arrangements had been included for Cemetery Administration.
- Reference to councillors' lead responsibilities for various areas of the council's activities.
- Cemetery Administration
- The Mastil Lane allotment

The amended Risk Register was approved.

14.0 Matters of Urgency (as agreed by the Chairman for matters raised before the meeting)

Grass Cutting – Councillors shared the concerns of residents about the performance of the contractor and agreed to make a formal complaint citing the relevant paragraphs in the Tender Specification document. Some councillors wondered if there may be some advantage in specifying a number of cuts within the contract in future but the disadvantages of this in terms of possible overpayments were also noted. It was agreed that a contingency was needed for the Jubilee weekend and Cllr Neale agreed to cut the grass on, at least part of, The Green, the following week. On related issues, it was agreed to remind the contractor of the need to cut all of the cemetery grounds and the full length of the bankside in Little Crakehall as a section near Mr Bell's house is often left uncut (despite a number of requests for it to be cut). It was also agreed to get a quote for cutting bushes near Mr Bell's house.

15.0 Any Other Business (for information only).

Christmas Tree – Rob Exelby had been in touch to say that Exelby Services will be happy to donate and supply this year's Christmas tree again and also happy to do this on an ongoing basis in the future. He asked if last year's tree was of a suitable size or whether a bigger one would be better. Councillors preferred a bigger one if possible.

Post Painting – Once again Kay Dennis has volunteered to re-paint the posts round The Green.

16.0 Date of Next Meeting

Wednesday 20 July 2022 at 7.30 pm.

17.0 Insurance

Last year, following a review of the market, the council changed its insurers and entered into a new three-year agreement (at a very competitive rate) with Business Services at Community Action Suffolk Ltd. Unfortunately, CAS Ltd had recently advised that their insurers, Military Mutual, were pulling out of the council market and were unwilling to provide cover after current renewal dates, even if Long Term Undertakings were in place. CAS Ltd had secured a new provider, Ansvar, but their quotation for cover was considerably higher than last year. Accordingly, the clerk had sought an additional quote from BHIB who also provided a quote last year (but not from Zurich whose quote last year was already higher than the recent quote from CAS Ltd). After discussion it was agreed that to enter into a three-year agreement with BHIB on the terms offered.

18.0 Payment of Honoraria

A payment of an honorarium in relation to Grass Cutting in Langthorne was agreed.

19.0 Honorary Burgess

The appointment of an Honorary Burgess was proposed by Cllr Shaw and agreed by all other councillors. Arrangements will be made for a certificate and a presentation.

Chris McGee

Clerk to the Council

May 2022

These are Draft Minutes until approved at the next Parish Council meeting.



Hambleton Command : Town and Parish Council Report

Town or Parish	Crakehall, Hackforth, Snape and Watlass
Report Completed By :	6782 Lees
Data Reporting Period :	April 2022

Crime and ASB Data

Qualifier	No of Incidents	
Anti-social behaviour	0	
Auto crime	0	
Burglary :	<i>Commercial : 0</i>	<i>Residential : 1</i>
Criminal Damage	0	
Theft (including from shops)	4	
Violence Against the Person	0	
Other crimes including Drugs	2	
TOTAL THIS PERIOD	7	

Door-to-door and courier fraud

information from NYP Website

<https://www.northyorkshire.police.uk/advice/advice-and-information/fa/fraud/personal-fraud/door-to-door-courier-fraud/>

Door-to-door scams

Many legitimate businesses sell products door-to-door; gas, electricity and water companies need to visit to read your meters; and charities will often call seeking donations. But fraudsters may also knock on your door to part you from your money, or get into your home to steal from you.

Examples of door-to-door scams

Most door-to-door scams involve selling goods or services that are either not delivered or are very poor quality. You won't get value for money and you may get billed for work you didn't want or agree to.

Some scammers conduct surveys just to get your personal details or as a cover to sell you goods or services you don't want or need, such as roofing work or patio replacement.

Unscrupulous employees sometimes still act illegally even when selling a genuine product by a genuine business. If someone knocks at your front door claiming to be from a company, first check their ID. If you're not happy, don't let them in.

Never call the phone number on their ID card to check them out. Ask the salesperson to wait

outside, shut the door and find the company number on the internet. If they're genuine, they'll understand.

Courier fraud: conning people out of PINs and credit card details

In most cases of courier fraud, a fraudster phones their victim and claims to be from their bank, the police or other law enforcement authority. They then con the victim into revealing their PIN and credit or debit card details. Sadly, the most common victims of courier fraud are the elderly.

Examples of courier fraud

A scammer calls you, claiming to be from your bank or a police officer. They tell you either that:

- a fraudulent payment has been spotted on your card that needs sorting out
- someone has been arrested using your details and cards

You may be asked to call your bank using the phone number on the back of your card. This convinces you that the call is genuine. But the scammer has kept the line open at their end, so when you make the call, you're unknowingly connected straight back to them or their friends.

They'll either ask you for your PIN or ask you to key it into your phone. No bank or other legitimate service will ever ask you for your PIN.

The scammer then sends a courier or taxi to pick up the card from your home. Even the driver may not know they're being used as part of the scam.

Once the scammer has both your card and PIN they can spend your money.

A different version of this scam is where you're contacted and told there's a corrupt member of staff at your bank, post office or bureau de change and the police need your help to identify them.

They ask you to withdraw a large sum of your money, which the police or bank will mark, then put back into the banking system. They say this will help them identify the corrupt person. Once you hand the cash over, the scammers simply take it.

Another example is when a fake police officer phones or approaches you and asks you to buy an expensive watch or other high-value item, to try to find out if counterfeit goods are being sold.

Once you've bought the item, the scammer tells you to hand it to a taxi driver for transfer to the police. The expensive item is, of course, taken instead to the scammer's partner.

The latest variation is where the scammer contacts you and says your bank account has been taken over and you need to transfer all the funds into a 'safe account'. Of course, the new account is operated by the scammers, who then steal the funds.

For more information and help or to report this and many other types of fraud, go to [Action Fraud](#) the UK's national fraud and cybercrime reporting centre.

We urge residents to be on lookout and report suspicious activity or vehicles at the time any suspect activity occurs using the national 101 non-emergency number.

Always dial 999 in an emergency or if a crime is in progress.