

## LITTON PARISH COUNCIL

Clerk:

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11<sup>th</sup> June 2018

To the Members of Litton Parish Council

Dear Councillor

You are summoned to attend the Monthly Meeting of Litton Parish Council to be held on Monday 18<sup>th</sup> June, at 7.30pm at **Cressbrook Club**.

Yours sincerely



Ms G Turner

Clerk to the Parish Council

### AGENDA

#### PART 1 – NON CONFIDENTIAL INFORMATION

1. To receive apologies for absence
2. Declaration of Members' Interests
3. Public Participation

- (a) At the start of the meeting a period of not more than ten minutes will be made available for members of the public to ask questions or submit comments about Parish Council matters. Where a Member indicates they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those items must be mentioned under item (c) below.
- (b) If the Police Liaison Officer, a County Councillor or District Council Member is in attendance the public will be given the opportunity to raise any relevant matter. Members of the Parish Council however will restrict Police matters they raise to those relating to their parish.
- (c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

To determine which items, if any, from the Agenda should be taken with the public excluded. If the Parish Council decides to exclude the public, it will be necessary to pass a resolution in the following terms:

“to consider a resolution under the Public Bodies (Admission to Meetings Act 1960) s1 to exclude members of the press and public in order to discuss item number ...”

This item will then be discussed with press and public excluded.

4. To confirm the minutes of the Annual & Monthly Meeting held on 21<sup>st</sup> May 2018

5. Actions from the minutes

1847 No dogs sign at MPF (NG)

1895 Obtain licence from DDDC to erect post & rail fence on their land (JM)

1922 Early delivery of Christmas Tree to Litton (RR)

1930 Clerks work for Council (NG/JM)

1935 Land Registry search regarding retaining wall opposite Lower Wood (JM)

1938 Use of Memorial Playing Field by Action Challenge UK (GT)

1947 Playground land transfer (JM) & Sunnybank land swap (NG/KO) (see email attached)

1948 Cemetery driveway (NG)

1953 Parish Council Facebook page (RR)

1954 Memorial benches on Litton Mill Village Green (see email attached)

6. Application for a gate in the corner of the Village Green at Litton Mill (see attached)

7. Village Green Cross

8. Tree Maintenance (NG)

9. Handy-Person's Quarterly Report (see attached)

10. General Data Protection Regulations

Subject Access Request Policy - Draft

Data Request Form - Draft

11. Planning Applications

Planning Application Number NP/DDD/0418/0361 Land at Litton Dale

Demolition of existing building on site and erection of a new open market dwelling and associated works

Planning Application Number NP/DDD/0518/0403 - Stone Pitts Work, Change of use of site from industrial to residential, demolition of existing industrial barn, erection of new dwelling, erection of garage and erection of annexe

Planning Application Number NP/DDD/0518/0458 Lytton Edge Farm, Mires Lane Litton  
House extensions, internal modifications, replacement roof structure and landscape work

12. Finance (GT)

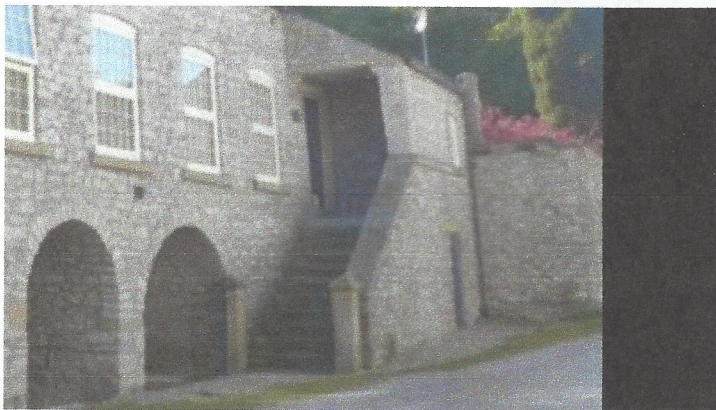
Accounts for Payment

Date of Next Meeting – 16<sup>th</sup> July 2018 at Litton Village Hall



## Application for a gate in the corner of the Village Green in Litton Mill

We own the property "The Old Mill" in Litton Mill. The property has its front door in the Mill yard and it is up a stone flight of steps to reach the level of the "ground floor" rooms which are at the same level as the rear garden and the Village Green onto which the property backs. The flight of steps is providing a reasonable challenge for elderly relatives and is prohibitive for anyone in a wheelchair of which there is at least one village resident. The steps are shown below

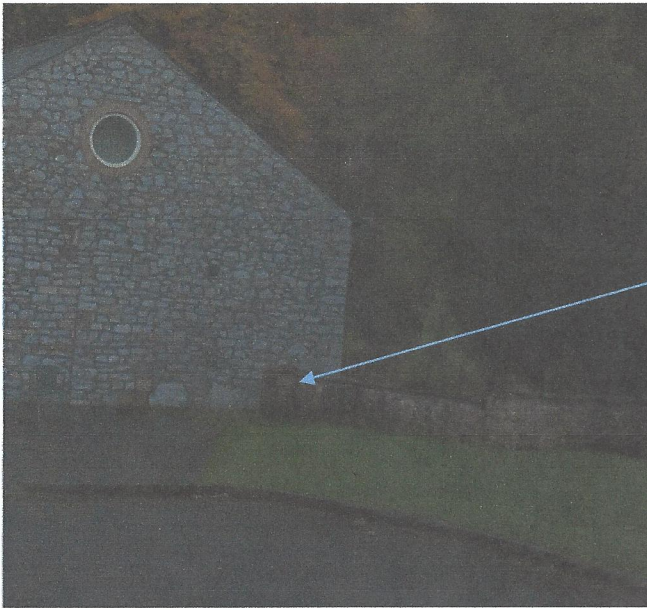


Front Steps to property which present a challenge to the elderly and disabled.

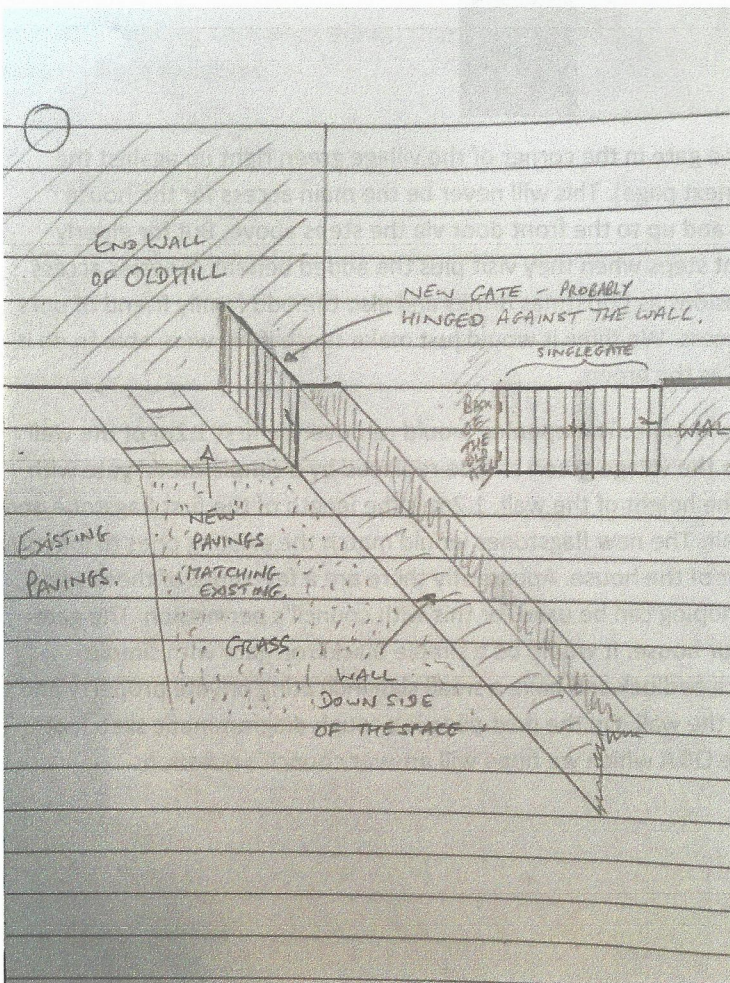
We would like to request permission for a gate in the corner of the village green right up against the back wall of our house (see diagram on next page). This will never be the main access for the house which will be where the cars are parked and up to the front door via the steps above. But for elderly parents who are struggling with our front steps when they visit plus the added benefit of easier access for anyone in a wheelchair for such occasions as Christmas drinks and also the odd family friend of ours who have resisted coming because of access. We think it would just make sense if we were able to do it as the main rooms are at the same level as the green.

Here is a very rough idea of what we have in mind. The opening would remove the first 1.2m of the wall from our back wall down the side wall to the village green and be replaced by a simple metal gate with vertical bars we think – no higher than the height of the wall. 1.2m is the length of the first flagstone and also gives plenty of width for a wheelchair. The new flagstones would match the existing ones to join the gate to the existing paving along the rear of the house. Apparently there are a few more of these same slabs up in Litton graveyard which I am hoping can be used for this with council's permission. The gate would be a single gate, hinged against our house. It would be a simple black iron gate with simple vertical "poles". It would be locked with a padlock and have a small sign indicating private property and it would be no higher than the height of the wall. On the next page is a rough diagrammatic sketch of what we have in mind, followed by some Q&A which we hope will answer council's questions.





Location of proposed gate





## **Q&A**

### **Will the design be sympathetic to the current space?**

The same paving slabs will be used (with council's permission to use a few of the spare ones I am told exist in Litton graveyard. The gate will be no higher than the existing wall and so will not detract from the "lines" surrounding the current space. The design will be very similar to the design of the low fence at the other end of our property and the fence between our property and River View House.

### **Who will pay?**

We will pay for all the works as we understand the works are principally for our benefit.

### **Who will pay for ongoing maintenance?**

We will be happy to maintain the gate in a fit condition. The remaining wall would continue in our view to be the responsibility of the Council to maintain. However, we have noted that about five of the top slabs are currently loose and we would be happy to have our builders remove and re-secure these as part of these works. The "new" slabs that will go on the ground connecting the existing paved area to the gate would be the Council's responsibility - this is only an increase of around 2 square meters and we don't believe requires much maintenance.

### **When will works be done?**

We are currently getting quotes together and envisage the works happening at some point between July and December, hopefully nearer July!

### **How much of the Village Green will be out of action during the works?**

We expect the area cordoned off during the works to be approx. 2m x 4m in the corner that is probably the least used corner of the Green.

### **Will a gate increase the possibility of access to a riverside location from a Council space with the risks of someone falling into the river?**

We would put a notice on the gate to indicate private property and the gate would be locked with a padlock or other locking device and so there would be no increased access and, with a sign in place, this would provide more of a deterrent to anyone accessing our land than there is now.

### **How would the works be carried out to minimise risk to visitors and village children?**

We would aim to minimise the period of time when the works were being done affecting the green. We envisage two stages:

1. Removal of the section of wall, making good the returns and preparation of the sides ready for gateposts. Installation of the paving on the ground. This should not take more than a few days and the area would be cordoned off. Any materials needed to be brought onto site for this work would be done during the morning when the green is less busy and, during term time, children are at school. At the end of this phase, a wooden board would be secured in place to fill the void while stage 2 happens. We would ensure that plastic barriers are in place to prevent access to

the area of the works while it is happening and we would make sure the parents of families with children in the village who tend to use the green are fully aware.

2. A gate would be measured up and fabricated to the required size and fitted in a single visit by the gate company.

**What if there is any damage during the works.?**

We will make good or pay for any damage to the Village green pavings or wall. We would expect here to be some limited damage to the grass area immediately surrounding the works area but will ensure it is left flat and in a condition where it will grow back properly, reseeding should this be necessary. We don't envisage much damage given the works are mainly going to happen on ground that will be covered with paving slabs afterwards in any case.

**Is this just a backdoor way of getting easier access to the house?**

No. For our general everyday use, the front door with the steps is much more practical as it accesses the hallway and tiled areas of the house rather than the rear living areas. Furthermore, our car-parking spaces near the steps making it much more straightforward to access the property via the front steps. This is purely a way to make access easier for visitors and for community occasions in our house that we sometimes hold (eg Christmas drinks) that will also make it much more accessible to elderly and disabled village residents.

Chris and Angie Birkle

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## PROGRESS REPORT Q1 18/19

Client: Litton Parish Council  
Project: Handy Person Contract 18/19  
Date of issue: 04.06.2018

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### **Introduction**

Following a prolonged period of cold, snowy weather in March 2018, the growing season was slow to start and this was reflected in levels of activity at the start of the contract period. Locations requiring weed control were monitored for growth throughout April and consequently action was not commenced until mid May. Any activity programmed for April and early May which was not required will be banked for an anticipated late end to the growing season to ensure that the sites are kept up to standard through to the end of Autumn/early Winter.

At the time of writing this report, all programmed tasks under the current contract have been completed on time.

### **Contracted Programme of Works April 2018 to June 2018**

#### **1. LITTON PLAYGROUND**

Work has begun on the hazel coppice border and as a priority all of the nettles (including the root system) have been removed by hand. The long term aspiration for this area is to develop a woodland edge style herbaceous layer below the coppice and to encourage the growth of native species such as Ramsons, English Bluebell and Cowslips. To achieve this, the majority of the now ineffective weed membrane has been removed and taken off site. In addition, Cowslips and Forget-me-not have been transplanted from the Sensory Garden path (prior to weed spraying) and a test area of Ramsons has been divided and replanted.



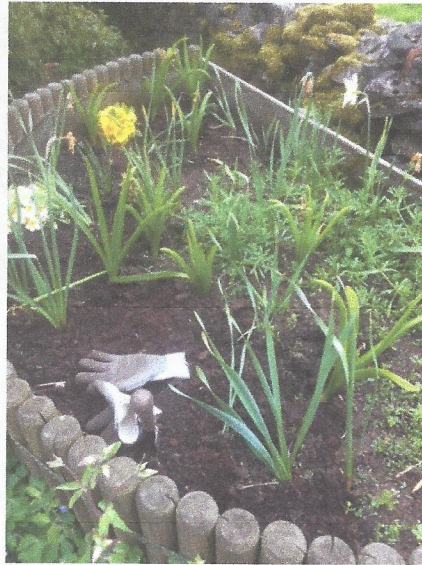
In addition for this area, the immediate neighbour has been consulted regarding the pruning and thinning of the hazel coppice. The agreed and welcomed approach is to at first carry out minimal thinning with the involvement of the neighbour and to then assess the effect on her property. The aim is then to



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continue with this approach so that both the neighbour and the Council are satisfied with the result.

The Sensory Garden has been weeded as programmed but with the majority of time being required to tackle the raised beds. The aspiration for the raised beds over the coming months and within the contract sum, is to replace the missing sensory plants and mulch with a bark chip to suppress weed growth.



The only outstanding work is the additional task (commissioned in the 17/18 period) to clean the play equipment which was delayed in March due to a combination of ill health and poor weather. It is planned to complete this in June.

## 2. PARISH CEMETERY

Tidying of graves and the weeding of the Garden of Remembrance have been carried out as planned. In addition to weeding it is proposed to carry out routine sweeping of the garden within the contract sum.

## 3. CRESSBROOK PUBLIC SPACES

The village green garden has been thoroughly weeded and dug over. Also, several shrubs have had to be removed as these did not survive the prolonged winter. Despite there now being a few gaps, the garden is looking good following the addition of donated herbaceous plants last season which are now flourishing. See photo below.





The community gardening group has resumed activity following the winter break and have continued with the work on the village green vegetable plots. The group has also tended the War Memorial which has saved 1.5 hours allocated for this task during the month of May. It is proposed to convert this time saving to the purchase of plants to replace those lost in the village green garden.

#### 4. LITTON MILL VILLAGE GREEN

Routine weeding was carried out as planned. In addition, it is intended to carry out occasional routine forking over of the beds within the contract sum.

#### **Sub-contracted Weed Spraying**

At the time of writing this report, the paving at Litton Playground and the Parish Cemetery have been treated with a further visit in June to Cressbrook car park.

#### **Tasks Identified**

The following potential additional tasks have been identified and roughly costed to assist the Council in its future planning and budgeting. If the Council would like to proceed with any of the work, more detailed estimate of costs can be provided on request or, if the Council would prefer, a fee proposal for completing the work for a fixed price.

The list below shows tasks already identified in previous reports. It is suggested that the Council reconsider these for safety reasons:

- Railings at Cressbrook War Memorial have corroded through at the posts and are little supported. Suggest temporary timber post repair as a short term solution. Labour £48 + materials £20.



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- Following removal of encroaching overgrown shrubs (originating from an absent homeowner's property) on to the Village green at Cressbrook by volunteers, it has become apparent that a 9 lm section of the lower boundary retaining wall is dilapidated and in need of repair. Labour £100/lm plus additional stone £100. Immediate neighbours are concerned as this wall is now collapsing on to their property. See photo below.
  - The Proludic playground equipment maintenance manual recommends an annual top up of play chip surfacing. This task was last completed in March 2017. Labour £120 plus play chip £800.





