

**Austwick Parish Council
Meeting 1 2024-2025 – Monday 15th April 2024
Minutes**

The Parish Council allocated a reasonable period of time at the start of the meeting to allow registered electors the opportunity to ask questions and / or make statements that relate to the work of the Council.

Public Participation:

Mrs Thompson participated at item 1.7a: BOAT status issue at Thwaite Lane.

1.1 Apologies for absence given in advance of the meeting.

a Present: Cllrs Peter Goold (Chairman), Barbara Tibbatts, David Dewhirst, and Mark Robinson.

In attendance: Parish Council Clerk Marijke Hill and two members of the public.

Apologies for absence given in advance of the meeting by Cllr Kate Smith.

b Members of the Council had been notified of the reason for absence of Cllr Smith and **resolved** to accept the reason given.

1.2 Code of Conduct and Declaration of Interests.

a. Councillors did not **record** any Disclosable Pecuniary Interests (DPI) or other interests in relation to items on this agenda.

b. No requests were made for dispensation in connection with items on this agenda.

1.3 North Yorkshire Councillor and North Yorkshire Police reports:

The Council had **received** the written police report which contained 6 incidents in the parish and in the surrounding area during the period between 25 February and 4 April 2024, all of a minor nature.

The Council had asked NYP PC Ian Hunt to clarify the legislation surrounding driving a herd of cattle through the village and along Graystonber Lane, which recently caused some damage to the verges. The Council **noted** the PC's reply that it is a legal practice, covered in the Highway Code, Rule 58, to drive cattle along public roads to be kept under control at all times. The Health and Safety Executive (HSE) are the government body to investigate matters such as not having the cattle under control, but it would have to be proven that a farmer had not taken all reasonable precautions to prevent it.

There was no report from the North Yorkshire Council Councillor.

1.4 Minutes of Meetings

The Council **resolved** that the Minutes of Meeting 8, held on 26th February 2024, should be **confirmed** and signed by the Chair, Cllr Goold, as a true and accurate record.

1.5 To receive updates on Matters from previous meetings not otherwise included on the Agenda

The Council **noted** that there were no updates on Matters from previous meetings reported.

1.6 Planning

a. Applications

1. C/04/32P and C/04/32Q/LB Householder planning permission and Listed Building Consent for re-roofing and installation of solar panels, including replacement doors to workshop at Bridge House, Greystonber Lane, Austwick. The Council **agreed** to notify the YDNPA that the Council had no comments to make.

b. Decisions

1. C/04/64H Section 73 application for variation of Condition 2 of C/04/64G (Full planning permission for conversion of barn to single dwelling with local occupancy/holiday let restriction) in respect of installation of two additional windows to west elevation as required to conform to building regulations at Lawsons Barn, Wharfe, Austwick. **Not yet decided**

2. C/04/706A amended plans to full planning permission for change of use, extension and alterations of former agricultural building to form local occupancy residential use and short term holiday-let, together with installation of package sewage treatment plant at Roadside Barn off Clapham Road, Austwick. **Approved – Section 106.**
3. C/04/705 Full planning permission for conversion of barn to 4-bed dwelling for local occupancy, together with installation of package sewage treatment plant at Fleet Barn, Wharfe Road, Austwick. **Not yet decided**
4. C/04/711A Full planning permission for re-ordering of existing dwelling and extension into attached former barn, erection of two storey side extension and replacement of rear single storey extension at Far End House, Wood Lane East, Austwick. **Approved conditionally.**
5. C/04/712 Householder planning permission for demolition of existing verandah and replace with a two-storey gable extension at Stoneyber, Pant Lane, Austwick. **Approved conditionally.**

c. Additional and other planning matters

1. YDNPA's determination of planning application C/04/148M/DIS1 at land off Pant Lane. The Council **noted** the decision made by the YDNPA to approve planning application C/04/148M/DIS1 at land off Pant Lane, which covers the drainage strategy for this new housing development. The Council had written to The Authority in October 2023 asking that the Parish Council's concerns about the proposed use of the combined sewer be taken into consideration when a decision is made. The Council **agreed** to write to the Principal Planning Officer to record its disappointment that, in this case, it appears that this cheapest solution has been condoned, leading to an inevitable further overload on the already inadequate Austwick sewage pumping station.

1.7 To note reports and updates regarding parish and parish council matters other than maintenance

- a. BOAT status issue at Thwaite Lane timescale for submitting case statements and comments to the Planning Inspectorate
The Council had **received** the timescale for submitting case statements and comments to the Planning Inspectorate regarding the Yorkshire Dales National Park Authority (Restricted Byway and Byway Open to All Traffic at Thwaite Lane Clapham-cum-Newby and Austwick) Modification Order 2007. The Council noted that North Yorkshire Council (NYC) has confirmed that it has submitted its statement of case, incorporating Statement of Grounds on which NYC is taking a neutral stance to the confirmation of the Order and NYC comments on the objections to the making of the Order, to the Secretary of State on 11 April 2024. The Council **agreed** to submit its Statement of Case to the Planning Inspectorate, incorporating reasons that, in the Parish Council's opinion, this Order was not lawful and should be quashed. It is considered that the application made by The Trail Riders Fellowship and received by the Yorkshire Dales National Park Authority on 27th September 2004 did not comply with the requirements of the relevant legislation and, therefore, fails.
- b. to ratify submitting the completed questionnaire for the Strategic Housing Market Assessment conducted for the YDNPA
The Council **ratified** submitting its response to the Strategic Housing Market Assessment consultation, conducted on behalf of the YDNPA, enabling the National Park Authority to identify and understand local housing markets, help inform the development of affordable housing and housing mix planning policies in the Local Plan, establish a strategic vision of housing supply and demand in the Yorkshire Dales National Park market areas. The Council had **agreed** to report that the purpose of a housing strategic assessment should be to ensure housing market provision sustains the communities of the Yorkshire Dales in terms of location, accessibility, affordability, transport and employment and that there is a shortage of affordable housing, whether for sale or for rent, presenting real problems for lower income families to live, and therefore often to work in the National Park.

- c. Plans for the Annual Parish Meeting on 20th May 2024
The Chair, Cllr Goold, had invited the YDNPA CEO as guest speaker to the Annual Parish Meeting and **reported** that Mr Gary Smith, the Deputy CEO and Director of Conservation & Community would be delighted to attend and give a presentation on the National Park Management Plan.
The Council **agreed** to approve the Notice and Agenda, as well as the list of local organisation invitees.
- d. Ingleborough Estate Woodland Management timber movement
The Council had **received** correspondence from the senior surveyor of the agents for the Ingleborough Estate notifying that some further required harvesting and timber extraction will be completed shortly. The timber will be moved from early to mid-April, weather and ground conditions permitting, as well as contractor availability and hope to finish hauling by the middle of June, assuming the timber operation has gone to plan. Warning/safety signs will be erected again at the entrance to Thwaite Lane.
- e. withdrawal of dog waste bags delivery
The Council had **received** correspondence from NYC that, due to service changes, it will no longer be able to supply boxes of dog waste bags and **ratified** the purchase of three boxes of dog waste bags as NYC has limited supplies left in store.
The Council **agreed** to review whether or not to seek an alternative supplier of dog waste bags for free supply by the village shop when the present stock has been used up.
- f. invitation to the Yorkshire Dales National Park Management Plan Annual Forum 7th May 2024
The Council had **received** an invitation to the Yorkshire Dales National Park Management Plan Annual Forum on 7 May 2024 at Settle Victoria Hall and **agreed** for the Chair, Cllr Goold, to attend.
The Council had also **received** an invitation to the Spring Parish Forum meeting for the southern parishes on 29th April at Grassington, and **noted** that no Councillor was able to attend this meeting on this occasion.

1.8 To note actions regarding parish maintenance matters:

- a. broken off road sign on Austwick Road, near junction with Stackhouse Lane
The Council had **reported** a broken off road sign lying in the verge on Austwick Road near the junction to Stackhouse and **noted** that the repair on this road sign has been completed by NYC Highways.
- b. other issues relating to NYC Highways
The Council **noted** that no further issues relating to NYC Highways were reported.
- c. issues relating to YDNPA
The Council **noted** that no issues relating to the YDNPA were reported.
- d. removal of a capstone from the bench at Flascoe Bridge
The Council was **informed** that a capstone has been removed from the bench at Flascoe Bridge and that the adoptee of the bench would like to replace the capstone at their cost. The Council **agreed** to gratefully accept this kind offer and Cllr Robinson will make enquiries with a local builder about a repair.
- e. lengthsman duties or parish maintenance matters
The Council had **received** a representation that the capacity of the small dog bin at the end of Flascoe Lane at Tommy Bank Barn is no longer sufficient for the amount of waste and **agreed** to look into possible locations for a bigger waste bin to increase the capacity of bins in the parish.

1.9 Finance

- a. The Council **noted** the total balance of the HSBC current account on on 31st March 2024 as £10,733.13.
- b. Cllr Robinson **verified** the bank reconciliation to 31st March 2024 and reported that no issues have been found.
- c. The Council **approved** payment of £52.50 to Charlotte Wilkinson for 7 weeks of bus shelter cleaning.
- d. The Council **noted** payment of £358.80 to the clerk as salary for March, as well as £62.79 as expenses for January to March 2024.
- e. The Council **approved** papers for the Financial Year 2023-2024:
 - 1 Summary of Receipts and Payments and **noted** the total of all receipts as £14,092 and the total of all expenditure as £14,877, resulting in a deficit of £785.
 - 2 Annual Accounts 2023-2024 versus Budget and Annual Accounts 2022-2023;
 - 3 Annual Bank Reconciliation and **noted** the balance on 1st April 2024 to be £10,733.13.
 - 4 Explanation of Variances;
 - 5 Expenditure over £100 exclusive of VAT.
- f. The Council **resolved** to be exempted from external audit review for the Financial Year 2023-2024 as the Council's turnover is not exceeding £25,000.
- g. The Council **noted** the Annual Internal Audit Report for the Financial Year 2023-2024 and **approved** payment of £120.00 to J. Bownass Accountancy Services for carrying out the Council's internal audit for the year ended 31st March 2024.
- h. The Council **noted** the Annual Governance and Accountability Return (Exempt Authority) papers for the Financial Year 2023-2024 and to publicise all documents on the Council's public website:
 - 1 Section 1 – Annual Governance Statement;
 - 2 Section 2 – Accounting Statements;
 - 3 Notice of Public Rights and Publication of AGAR from 31st May to 16th July 2024.
- i. The Council **approved** payment of £228.00 to YLCA as membership subscription to 31st March 2025.
- j. The Council **approved** payment of £118.51 to NYC for the delivery of 3 boxes of dog waste bags.
- k. The Council **approved** payment of £20.00 to Austwick Parish Hall Council for the hire of the hall on 15th January and 26th February.
- l. The Council **noted** that there were no other financial issues to consider.

1.10 Correspondence received

The Council **noted** it had not received any correspondence.

1.11 To note and respond to items of information

- a. The Council **noted** the planned road restriction notification 19431 at Pant Lane for Electricity North West to install a new HV cable for a period of 5 days between 16th and 20th March 2024. Access will be maintained for residents as there is no diversion route available.
- b. The Council **noted** the planned road restriction notification 19723 at Holm Lane for United Utilities to clean and survey sewer to prevent a blockage or foul flooding for a period of 1 day on 26th March 2024.
- c. The Council **noted** the YDNPA Parish Newsletter winter edition; call for agenda topics to Spring Parish Forum meetings April/May 2024; and the woodland advice surgeries aimed to help landowners create new woodland and manage existing woodland.
- d. The Council **noted** the NYC York and North Yorkshire mayoral election 2 May 2024 communications toolkit; subsidised local bus services summary of changes to services in the areas of Craven and others from April 2024; and the Local Nature Recovery Strategy (LNRS) webinar 26 March;
- e. The Council **noted** the YLCA White Rose Bulletins 1/3, 15/3, 28/3, 12/4; and the Law and Governance Bulletin March.
- f. The Council **noted** the 'glorious gravel' cycle event through Austwick on 4th May.

1.12 To determine any Matter not included on this Agenda which the Chairman considers must nevertheless be addressed as a matter of urgency

The Council **noted** that no matters of urgency were reported.

1.13 Date and time of the Parish Council

The Council **confirmed** the date of the next Parish Council meeting as Monday 20th May 2024 to be held at Austwick Parish Hall. This meeting is **preceded** by the Annual Meeting of the Council at 6.00 pm and **succeeded** by the Annual Parish Meeting at 7.30 pm.

There being no further business to discuss the Chairman closed this meeting at 21.15.

Marijke Hill
Clerk to the Council