

Austwick Parish Council
 Clerk: Marijke Hill, 4 Penny Green, Settle, North Yorkshire, BD24 9BT
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Notice and Agenda Meeting 1 2024-2025

The Parish Council will meet in the Parish Hall on Monday 15th April 2024 at 7.30 pm.

The Parish Council will allocate 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.

- 1.1a To receive and note apologies for absence.**
- 1.1b To consider reasons for absence provided and resolve acceptance of these if felt relevant.**
- 1.2 Code of Conduct and Declaration of Interests**
 - a. To **record** Councillor's Disclosable Pecuniary Interests (DPI) and other interests in relation to items on this agenda as outlined in appendices A & B of the Code of Conduct (Localism Act 2011, sections 30 & 31).
 - b. To consider, decide and record any Councillor's requests for dispensation in connection with any items on this agenda.
- 1.3 To receive reports from North Yorkshire Councillor and North Yorkshire Police**
- 1.4 To confirm the Minutes of Meeting 8 2023-2024, held on 26th February 2024**
- 1.5 To consider matters from previous meetings not otherwise included on this Agenda**
- 1.6 Planning**
 - a. planning 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. To **note** that the deadline to provide comments is on or before 19 April.
 - b. planning 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. To receive/consider additional and other planning matters
 - 1. To consider YDNPA's determination of planning application C/04/148M/DIS1 at land off Pant Lane.

1.7 To receive reports and decide actions 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
- b. to ratify submitting the completed questionnaire for the Strategic Housing Market Assessment conducted for the YDNPA
- c. Plans for the Annual Parish Meeting on 20th May 2024
- d. Ingleborough Estate Woodland Management timber movement
- e. withdrawal of dog waste bags delivery
- f. invitation to the Yorkshire Dales National Park Management Plan Annual Forum 7th May 2024

1.8 To discuss and decide actions regarding parish maintenance matters

- a. broken off road sign on Austwick Road, near junction with Stackhouse Lane
- b. other issues relating to NYC Highways
- c. issues relating to YDNPA
- d. removal of a capstone from the bench at Flascoe Bridge
- e. lengthsman duties or parish maintenance matters

1.9 Finance

- a. To **note** the total balance of the HSBC current account bank on 31st March 2024 as £10,733.13.
- b. To **verify** the bank reconciliation to 31st March 2024.
- c. To **approve** payment of £45.00 to Charlotte Wilkinson for 6 weeks of bus shelter cleaning.
- d. To **note** payment of £358.80 to the clerk as salary for March, as well as £62.79 as expenses for January to March 2024.
- e. To **approve** papers for the Financial Year 2023-2024:
 - 1 Summary of Receipts and Payments;
 - 2 Annual Accounts 2023-2024 versus Budget and Annual Accounts 2022-2023;
 - 3 Annual Bank Reconciliation;
 - 4 Explanation of Variances;
 - 5 Expenditure over £100 exclusive of VAT.
- f. To **resolve** to be exempted from external audit review for the Financial Year 2023-2024 as the Council's turnover is not exceeding £25,000.
- g. To **note** the Annual Internal Audit Report for the Financial Year 2023-2024 and to **approve** 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. To **note** the Annual Governance and Accountability Return (Exempt Authority) papers for the Financial Year 2023-2024:
 - 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. To **approve** payment of £228.00 to YLCA as membership subscription to 31st March 2025.
- j. To **approve** payment of £118.51 to NYC for the delivery of 3 boxes of dog waste bags.
- k. To **approve** payment of £30.00 to Austwick Parish Hall Council for the hire of the hall on 15th January and 26th February.
- l. To **consider** other financial issues

1.10 To receive and respond to correspondence

None received.

1.11 To receive and respond to items of information

- a. 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. 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. YDNPA Parish Newsletter winter edition; call for agenda topics to Spring Parish Forum meetings April/May 2024; woodland advice surgeries aimed to help landowners create new woodland and manage existing woodland.
- d. 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; Local Nature Recovery Strategy (LNRS) webinar 26 March;
- e. YLCA White Rose Bulletins 1/3, 15/3, 28/3; Law and Governance Bulletin March
- f. 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**1.13 Date and time of the Parish Council**

To **confirm** 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.

Marijke Hill
Clerk to the Council