

**Austwick Parish Council
Meeting 2 2018-2019 – Monday 21st May 2018
Minutes**

Present: Cllrs Peter Goold (Chairman), Barbara Tibbatts, Ian Smith and David Dewhirst.
In attendance: District Cllr and YDNPA Chairman Carl Lis, Marijke Hill (Parish Clerk) and one member of the public.

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: Ms Sarah Wiltshire asked to participate at agenda item 2.8.d.

2.1 Apologies for absence: none received.

2.2 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.

2.3 Police, District and County Councillors' and YDNPA Reports:

PCSO Grace had sent a written police report for the period of 8th April to 19th May 2018 and reported 21 incidents: four reports relating to domestic incidents; seven reports relating to travellers; three person check reports; two reports relating to abandoned or suspect vehicles; one report relating to patrols; one report of a sudden death; one report of wall damage; one report of lambs on the road; and one report of a dog-on-dog attack.

District Cllr Lis reported that the Annual District Council meeting is held on 22nd May 2018. As Chairman of the YDNPA, Cllr Carl Lis reported that the consultation on the YDNPA draft Management Plan for 2019-2024 has closed and that The Authority has received many useful comments.

There was no report from the County Councillor.

2.4 Minutes of the Parish Council Meeting 1 2018-2019 (9th April 2018)

The Council **resolved** that the minutes of the Austwick Parish Council Meeting held on 9th April 2018 should be confirmed and signed by the Chairman, Cllr Peter Goold, as a true and accurate record.

2.5 Matters from previous meetings not otherwise included on the Agenda

No matters from previous meetings not otherwise included on the Agenda were reported.

2.6 Planning

a. Applications

1. NYCC: CA6 application to transfer a right of common in Gross Long Scar, Austwick (CL85) – right entries 30, 43, 44 and 48. The Council **agreed** that it had no comments to make.
2. C/04/643C and D/LB: full planning permission and listed building consent for alterations to, and extension of single storey wing, Harden House, Austwick. The Council **resolved** to not object to the application. The Council noted, however, that the proposed extended wing to Harden House will be prominent and highly visible from the public highway on Clapham Road and the Council would draw the Planning Authority's attention to the high importance of Harden House in the national context for its special architectural and historic interest. The Council would inform the Planning Authority that the high visibility of the proposed extended wing would render this a highly sensitive issue for the future appearance of this western boundary to Austwick village.
and
C/04/643E: listed building consent for internal alterations to dwelling; insertion of new window

to east elevation and housing of 4 no. ground source heat pump units in basement, Harden House, Austwick.

- The Council **agreed** that the clerk should inform YDNPA that it had no comments to make.
3. C/04/611H and J/LB: full planning permission and listed building consent for alterations to barn/garage to incorporate garaging, store, home office, art studio and a guest bedroom suite to be used in conjunction with the main dwelling and installation of photovoltaic roof covering, with glazed lantern roof light, installation of flue pipes and air source heat pump, Harden House, Austwick. The Council **resolved** to not object to the application, but to raise concerns about the proposed location of the air source heat pump, which would have a serious detrimental impact on the amenity of the adjoining property. The Council would request that the Planning Authority require the applicant to have the air pump located at a much greater distance from the adjoining property and amend the proposals accordingly.
 4. C/04/622B: full planning permission for erection of garden room extension to south-east elevation; replacement of existing outbuilding to north-east corner of dwelling with new utility room; extension and alteration of existing garage, Harden Coach House, Clapham Road, Austwick.
The Council **agreed** that the clerk should inform YDNPA that it had no comments to make.

b. Decisions

1. C/04/685 amended description of development: full planning permission for conversion of barn to form one local occupancy dwelling or holiday let; change of use of agricultural land to form domestic curtilage; works to the vehicular access and provision of a new mini sewage treatment plant, White Sike Barn, Far End Farm, Wharfe. **Approved/Section 106.**
2. C/04/683B and 683C/LB consent and listed building consent for removal of cement-based render and replace with lime-based render to east facing gable end of dwelling, Stockdale Cottage, Kiln Hill Lane, Austwick. **Approved conditionally.**
3. C/04/612E full planning permission for erection of agricultural building, Silloth House, Austwick. **Not yet decided.**
4. C/04/91C full planning permission for use of garage as an annexe to main dwelling; alteration of doors; insertion of new opening and construction of stone chimney stack, Garage at Limestoneber, Austwick. **Not yet decided.**
5. C/04/148L full planning permission for erection of 8 no. dwellings, land adjacent to Well Spring Cottage, Pant Lane, Austwick. **Not yet decided.**

c. Additional planning matters

No additional planning matters were received.

2.7 Parish matters other than maintenance

- a. reported fly tipped materials on Holm Lane
The Council was **informed** that Mr David Pope of CDC had reported that he would see to the removal of the household waste. He would contact CDC's Environmental Health in relation to the removal of the building rubble. He would contact a firm that could take the gas canisters prior to their removal. The Council **agreed** to review the situation at the October meeting.
- b. To discuss and decide action re Annual Parish Meeting
The Council **agreed** that an early invitation should be sent to YDNPA Ranger Mr Rob Ashford and PCSO Grace from North Yorkshire Police in order to provide sufficient time to them to prepare their annual reports. The Council also **agreed** that it would invite local groups and organisations to attend but that a report from each of them was not invited this year. The Chairman, Cllr Goold, will invite a guest speaker on the topic of the future of Castleberg Hospital.

2.8 Parish maintenance matters

- a. blocked drains between Helwith Bridge and Dry Rig Quarry
Cllr Tibbatts **reported** that the problem with the blocked drains is much less noticeable in the summer and the Council **agreed** to continue to monitor the situation and report back as and when the problem with the blocked drains re-occurs.

- b. Sycamore saplings on the road bridge near Wharfe
The Chairman, Cllr Goold, **reported** that the sycamore saplings have all been removed.
- c. other issues relating to NYCC Highways
No other issues relating to NYCC Highways were reported.
- d. Oxenber and Wharfe Woods: update on outstanding maintenance work and creation of a baseline of the floral habitats
The Council had **received** a response from the Area Ranger, Mr Rob Ashford, in connection with the outstanding maintenance work: the proposed blackthorn hedge to block off the path to Jop Ridding; a temporary sign there to prevent people using 'the path' down the hill; and the resiting and replacing of waymarkers. Mr Ashford apologised that these works have not been completed, due to the limited capacity of the Southern Ranger Team and other external pressures and projects which have used up a lot of the Team's time. Mr Ashford is arranging a site visit with Natural England and the gaihtholders in the summer and he will keep the Parish Council updated on any progress. Ms Sarah Wiltshire expressed disappointment that the works required to preserve the flora and fauna of the woods and to assist in managing visitors walking around the woods have not been carried out this spring.
With regards to the creation of a baseline of the floral habitats, Mr Rob Ashford had **replied** that the previous Area Ranger had suggested that the Craven Conservation Group may be willing to undertake this survey. Ms Sarah Wiltshire expressed an interest in making enquiries regarding this and report back to the Council in due course.
- e. maintenance on Austwick to Clapham bridleway
The Council was **informed** that a site visit had been conducted by Mr Josh Hull, The Three Peaks Ranger, and he agreed that the Austwick to Clapham bridleway required resurfacing. A volunteer group will assist with the resurfacing in the summer. The Council **agreed** it would review any progress at the Parish Council meeting in September.
- f. maintenance on PROW from Austwick to Wood End Farm at Wharfe
The Council was **informed** that the annual 'Parish Path Survey' with a team of volunteers will take place this summer and they provide feedback to the Area Rangers on all of the rights of way. The volunteer monitoring the parish of Austwick has been made aware of the condition of the PROW from Austwick to Wood End Farm. The Council **agreed** it would review any the progress at the Parish Council meeting in September.
- g. BW fingerpost on Wood Lane
The Council had **received** a response from the Area Ranger, Mr Rob Ashford, that the replacement of the fingerpost and the sign on the bridleway on Wood Lane as requested by the Council will be completed soon.
- h. other issues relating to YDNPA
The Council had **received** correspondence that Japanese Knotweed has been sighted on the verge between the junction with Wood Lane and Wood House Farm. The Council **decided** that Cllr Dewhirst should instruct the lengthsman to spray the affected area in an effort to eradicate this persistent weed.
- i. encroached vegetation on road from Wharfe Brow Bridge to Newfield House in Wharfe
Cllr Dewhirst **reported** that the lengthsman has sprayed the affected area.
- j. other lengthsman duties or parish maintenance matters
No other lengthsman duties or parish maintenance matters were reported.

2.9 Finance

- a. The total balance of the HSBC current account on 31st January 2018 as £ 14,243.76 comprising £ 12,643.61 parish council monies and £1,600.15 AED funds was **noted**.

- b. The Council **noted** the VAT reclaim of £500.20 for the Finance Year 2017-2018.
- c. The Council **resolved** to approve the Explanation of Variances for the Finance Year 2017-18.
- d. The Council **resolved** to approve Section 1: Annual Governance Statement 2017-2018.
- e. The Council **resolved** to approve Section 2: Annual Accounting Statement 2017-2018.
- f. The Council **resolved** to approve the Certificate of Exemption of the Annual Return part 2 2017-2018. The clerk was instructed to send this Certificate to the External Auditor.
- g. The Council **resolved** to approve payment of £30.00 to Charlotte Wilkinson for 6 weeks of bus shelter cleaning.
- h. The Council **reviewed** the Lengthsman Services Report – comparison of budget vs actual costs and **noted** an underspend for the grass cutting of both the village greens and the village verges for April. The Council also **noted** that the section 'grant-aided work' is not bound by finance year endings. The clerk was instructed to send the updated LSR to the lengthsman prior to each parish council meeting.
- i. The Council **resolved** to approve an increase of the clerk's salary scale SCP21 to £10.676 per hour with effect from 1st April 2018.
- j. The Council **resolved** to approve payment of £213.52 to the clerk for salary for April 2018.
- k. The Council **resolved** to approve payment of £21.60 to Harrison and Cross Ltd for the removal of redundant wires on the outer wall at Crossleigh Stores.
- l. The Council **considered** two other financial issues: the Council **resolved** to approve payment to Craven Garden Care of £180.00 for village greens grass cutting and of £290.50 for village verges grass cutting. The Council also **resolved** to approve payment of £125.00 to Craven District Council for election expenses.

2.10 Correspondence:

- a. Wood House Farm 'for sale' sign at the bottom of Wood Lane, adjacent to the post box
The Council **noted** the courtesy correspondence from the owners of Wood House Farm that a 'for sale' sign had been put up at the bottom of Wood Lane.
- b. register to North Yorkshire Community Messaging for receiving latest crime notifications
The Council **agreed** it should register to North Yorkshire Community Messaging, to receive the latest crime notifications and community news in the parish.
- c. appeal by North Yorkshire PCC re 2018 National Rural Crime Survey
The Council **noted** correspondence from the Police and Crime Commissioner for individual people to complete the survey to get an understanding of crime and anti-social behaviour in rural communities across North Yorkshire.

2.11 Items of information

- a. The Council **noted** the additional comments it had sent regarding the consultation on the YDNPA draft Management Plan for 2019-2024. The comments relate to dark skies; maintain green lanes and enforce appropriate measures to manage recreational motor vehicles on those with TROs; and reduce road haulage of crushed rock.
- b. The Council **noted** the YDNPA Spring Parish Forum Meeting notes. Cllr Tibbatts **reported** on an informative presentation about Operation Owl, which was launched with the aim of raising awareness of birds of prey crime in North Yorkshire and to increase public knowledge of what a crime looks like and how to identify lawful and unlawful traps.
Cllr Tibbatts also **reported** on 'Attracting Families' to promote the National Park as a high quality place to live and work, so as to attract new 'low impact' businesses with high quality jobs, and increase the proportion of young adults and people of working age living in the National Park. Other agenda items covered 'Wildlife Grant Scheme and a ballot for a parish member to the YDNPA.
- c. The Council **noted** that MPs had accepted the Government amendment to exempt all parish and town councils and parish meetings in England from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation. The Council **resolved** to not sign up to the CDC Data Protection Officer service and await further developments.
- d. The Council **noted** the decision by the Governing Body of the Airedale, Wharfedale and

Craven CCG. They have agreed unanimously to support the Clinical Executive Group's recommendation to re-open Castleberg Hospital, after necessary refurbishment; to maintain current levels of care in the community and to take full account of the AWC strategy for integrating services closer to patients' homes and build on a community asset based approach. This would see Castleberg Hospital as a community based facility with options for a broader range of support services.

- e. The Council **noted** that Create has made some updates to its website privacy policy in light of the upcoming General Data Protection Regulation (GDPR).

2.12 Co-option of additional parish councillor to fill the 'Ordinary Vacancy'

The Council **resolved** to consider this matter in private session, excluding the press and public, as discussion in public of the attributes of candidates would be contrary to the public interest. The Council then reverted to open session and **resolved** to appoint Ms Sarah Wiltshire to fill the 'ordinary vacancy' by co-option.

2.13 **Date and time of the next meeting**

The Council **confirmed** the date of the Parish Council Meeting as Monday 2nd July 2018 at 7pm at Austwick Parish Hall, immediately followed by the Annual Parish Meeting at 8pm.

Marijke Hill
Clerk to the Council