

**Austwick Parish Council
Meeting 3 2017-2018 - Monday 3rd July 2017
Minutes**

Present: Cllrs Peter Goold (Chairman), Kate Smith (Vice-Chairman), David Dewhirst, Ian Smith and Barbara Tibbatts.

In attendance: Marijke Hill (Parish Clerk) and four 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:

Celia Coultherd reported that the verges on Holm Lane are overgrown with nettles and saplings. The Chairman replied that this would be a lengthsman issue and will be further discussed at agenda item 3.7.k. Celia Coultherd also raised serious concerns about the safety on the junction from the A65 onto Graystonber Lane at the 'Cross Streets'. The Chairman replied that this would be a NYCC Highways issue and this will be further discussed at agenda item 3.7.i.

Graham Cleverly informed the Council that he would like to protect part of the verges on Graystonber Lane. This was also a lengthsman issue and further discussed at agenda item 3.7.k. Graham Cleverly also mentioned that the Parish Council could order a map of Austwick village, free of charge, from Mapping Online, and this could be marked up with all individual house identities as a reference document. It was agreed that any map to be framed and hung up in the parish hall should be discussed with the Parish Hall Council.

Sarah Wiltshire asked the Council to consider applying to NYCC for a 20mph limit to be imposed over the road system in the centre of the village, in particular now that the catchment area for the primary school will be extended with the upcoming Horton-in-Ribblesdale and Rathmell primary school closures and more traffic is expected. It was agreed to put this item on the agenda for the next Parish Council meeting.

3.1 Apologies for absence None received

3.2 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 dispensations in connection with items on this Agenda.

3.3 Police, District and County Councillors' Reports: none received

3.4 Minutes of the Annual Meeting of the Parish Council and Meeting 2 2017-2018 (15th May 2017)

The Council **resolved** that the minutes of the Annual Meeting of Austwick Parish Council and the ordinary meeting, both held on 15th May 2017 should be confirmed and signed by the Chairman, Cllr Peter Goold, as a true and accurate record.

3.5 Matters from previous meetings not otherwise included on the Agenda

- a. No matters from previous meetings not otherwise included on the agenda were reported.

3.6 Village matters other than maintenance

- a. To receive an update on objection to proposed removal of payphone
The Council has **received** information from Tom Harland at YDNPA that Craven District Council had successfully objected to the removal of the telephone service and kiosk. The proposal from Historic England to list the telephone kiosk is in progress.

3.7 Parish maintenance matters

- a. dog fouling on footpaths
Cllr Dewhirst **reported** that two new general purpose bins and one new dog bin, all free of

charge, have been installed and that waste collections are taking place regularly. The general purpose bins are placed at the end of Wood Lane and in the centre of the village, near the bench; the dog bin is placed at the end of Flascoe Lane. The Council **agreed** that it should monitor the situation and review the posting of any additional dog fouling signs at a later date.

- b. improvements to Graystonber Lane lay-by
Cllr. Goold **reported** that no further report had been received but that a response from NYCC's Estates Department is expected in due course.
- c. repairs to bus shelter railings
Cllr Dewhirst **reported** that the vegetation around the bus shelter has been cut back and that two sections of the railings have been repaired. The remaining repairs to and repainting of the railings will be carried out shortly.
- d. potholes on the Austwick to Helwith Bridge road
The Council had **received** a reply from Mr Pennell of NYCC Legal and Democratic Services Department that a Works Order has been issued to undertake the repairs of the potholes on the Austwick to Helwith Bridge road. The Council **agreed** to await further action.
- e. replacement of the interpretation board at Wash Dubs grant application to YDMT
The Chairman **reported** that the grant application to the trustees of the Yorkshire Dales Millennium Trust for the full cost of the replacement of the interpretation board at Wash Dubs has been approved. The Council **agreed** that Cllr Goold should proceed completing the documentation that would denote the Council's acceptance of the Trust's conditions. These conditions include, amongst others, to maintain the asset in good condition until the year 2029; to maintain public access to the site and to include the logos of 'Stories in Stone', 'Yorkshire Dales Millennium Trust' and 'Heritage Lottery Fund'.
- f. volunteers litter picking events
Cllr Kate Smith **reported** that some litter picking has taken place but this is becoming increasingly difficult to undertake in the long grass and will be put on hold until the Autumn when the grass has died back.
- g. faded white lines and 'keep clear' letters in centre of the village
The Council had **received** a reply from NYCC Highways that any work carried out would be in line with Highways' Maintenance Inspection Regime. The Council had acknowledged this and had explained to Highways that the Council was following a precedent when it was aware that the 'white line painters' would be in the village due to the recent resurfacing work. Residents have asked that the existing 'keep clear' line be extended as vehicles park up to its boundary and create a 'blind spot' where oncoming traffic cannot be seen, creating a road safety hazard. The Council had not received a response on this correspondence and the clerk was asked to contact NYCC Highways to reiterate that the Council would be grateful if a site visit could be arranged.
- h. highway flooding problem at Slaindale
As agreed, the matter had been reported to NYCC Highways, providing a full explanation of the problem that has arisen with the beck and the culverts in their present condition, resulting in flooding to the highway after exceptional rain. The Highways Officer has responded that all the culverts under this section of highway are clear and are not causing a flooding issue. Highways advise that ownership of the watercourses feeding and exiting the culverts would be the neighbouring landowners under Riparian Ownership. If lack of watercourse maintenance was proven to affect the 'safe and reliable use of the highway' it would be their responsibility to rectify. It was **agreed** to accept this advice at the present time, not to contact landowners, and to keep the matter under review. It was further **agreed** that a close observation of the circumstances would be made and reported to the Parish Council if this section of highway floods again in the future.

- i. other issues relating to NYCC Highways
The street light on Townhead Lane at the end of Hall Close was reported faulty to NYCC and the contractor has resolved the problem.
The sycamore saplings on the road bridge near Wharfe at the junction with White Stone Lane have not been removed yet and this matter will hold over to the Parish Council meeting on 16th October.
In relation to the safety concerns at the junction from the A65 onto Graystonber Lane at the 'Cross Streets' and the absence of road markings there, the Council **agreed** to report this to NYCC Highways and enquire what steps could be taken to make this junction safer.
- j. issues relating to YDNPA
The Council welcomed the newly appointed YDNPA Area Ranger Mr Robert Ashford, the Council's first point of contact on any issues related to the YDNPA. Robert reported on the various PROW matters that have previously been reported to the new Area Ranger:
1. Missing fingerpost on Wood Lane, Austwick. The new fingerpost, with the correct distance to Feizor, has been ordered and will be installed as soon as possible.
 2. Stile repair on Holm Lane, Austwick. This work is still to be done.
 3. 'Wash Dubs' clapper bridge repair. The clapper bridge has been repaired.
 4. Repairs to slabbed path. The repairs on the second half of the slabbed path have been carried out.
 5. Oxenber and Wharfe Woods. Various matters are ongoing, including the realignment of coppiced material to indicate footpath routes and the need to relocate signage. It was reiterated that Natural England should be involved on these and other issues regarding the SSSI. The Council **agreed** that Robert would arrange a site meeting with all parties involved.
 6. Damaged fingerpost at Wood Lane, Austwick. The 'no parking' sign has been relocated, however, it also needs to be replaced as the inscriptions on both signs are no longer readable.
- The Council **reported** the following further issues to Robert:
- two overgrown bridleways at Wharfe: White Stone Lane and Wharfe to Silloth House;
 - one overgrown bridleway near Feizor: from Kiln Hill Lane to Hale Lane. This issue is already on the access ranger's work programme; and
 - a flooding problem, presumably caused by outfall through the wall on White Stone Lane.
- k. other lengthsman duties or parish maintenance matters
In relation to the verge growth, nettles and saplings on Holm Lane the Council **agreed** that Cllrs Gould and Dewhirst will undertake an inspection of the first section soon and discuss with the lengthsman possible measures that can be taken.
The Council **agreed** that the wild flower section of the verges on Graystonber Lane should be protected and Cllr Dewhirst will confirm with the lengthsman to not trim this section until late Autumn. The Council further **agreed** that Graham Cleverly could contact Tanya St Pierre, the Hay Time & Meadow Links Project Officer at the Yorkshire Dales Millennium Trust, on behalf of the Council, to get the appropriate section of the verges registered as 'Pathway'.

3.8 Finance

- a. The total balance of the HSBC current account on 31st May 2017 as £9,995.05 comprising £8,325.05 parish council monies and £1,670.00 AED funds was **noted**.
- b. **Resolved:** to approve Internal Audit Report of the Annual Return for the Year ended 31 March 2017. The Council **agreed** that the Risk Assessment and the Assets Register should go on the agenda of the Parish Council meeting on 16th October.
- c. **Resolved:** to agree Notice of Appointment for 30 working days for the exercise of electors' rights relating to the Annual Return for the Year ended 31 March 2017.
- d. **Resolved:** to receive application form for grant for website and staff costs to comply with the Transparency Code for Smaller Authorities. The Council had **received** notification from YLCA that its application has been approved by the NALC Funding Board and that the sum of £460.68 will be transferred to the Council's bank account by 7th July 2017.
- e. **Resolved:** to approve payment of £28.00 to Bob Evans for 7 weeks of bus shelter cleaning.
- f. **Resolved:** to approve payment of £95.00 to J. Bownass Accountancy Services for carrying

out the internal audit for the year ended 31 March 2017.

- g. **Resolved:** to approve payment to Craven District Council of £75.00 for three boxes of dog waste bags. The boxes have been delivered to Cross Leigh Store.
- h. **Resolved:** to approve payment to Craven Garden Care of £432.00 for verges grass cutting and strimming and of £243.00 for Greens grass cutting, both for May 2017.
- i. The Council **reviewed** the expenditure for grass cutting and lengthsman duties. For work carried out in the first three months it **noted** an overspending on village greens grass cutting on all three months and an overspending on verges grass cutting on two of the three months. The Council **noted** an underspending on Other lengthsman duties.
- j. **Resolved:** to approve payment to the clerk of £201.98 per month for salary May and June 2017 and of £47.57 for expenses Q1 April to June 2017.
- k. To consider other financial issues
The Council noted that the VAT claim for refund of £324.72 for the finance year 2016-2017 has been sent to HMRC.
Resolved: to approve payment to Craven Garden Care of £292.50 for Greens grass cutting, of £337.50 for verges grass cutting and strimming and of £203.18 for miscellaneous lengths man's duties, all for June 2017.

3.9 Planning

a. Applications

- 1. C/04/25A/LB Listed building consent to re-roof dwelling using existing stone slates, making up any shortfall using reclaimed stone slates to match; retain and repair (if necessary) the roof timbers; replace mortar flashing at base of chimney with lead flashing and repaint the black cast iron rainwater goods, 2 Townend Cottages, Clapham Road, Austwick.
The Council had **informed** YDNPA that it had **no comments** to make.
- 2. C/04/682A Full planning permission for installation of new external front and rear doors (changing from white PVCu to white composite), 2-4 Apple Garth, Austwick.
The Council **agreed** that the clerk should inform YDNPA that it had **no comments** to make.

b. Decisions

The Council **noted** that the following applications have **not** yet been **decided**:

- 1. C/44/101F full planning permission for resumption of mineral extraction at Arcow Quarry; retention of the existing processing plant until progressively replaced by a new mobile processing plant; retention of the railhead and the completion of site restoration in accordance with an amended nature conservation and landscaping scheme during the following 12 months, Arcow Quarry, Helwith Bridge, Horton-in-Ribblesdale.
- 2. C/04/615A Full planning permission for creation of 16 hardstanding areas for touring caravans, motorhomes, campervans or tents in a designated area with permission for 9 pitches (retrospective) Wood End Farm, Austwick.
- 3. 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.
- 4. C/04/122D/LB variation of Conditions 2 and 8 of C/04/122B/LB listed building consent for soft and hard landscaping to front and rear gardens, Battle Hill, Main Street, Austwick

c. Additional planning matters

The Council had received the following planning applications recently:

- 1. C/04/686 Full planning permission for replacement of external white PVCu doors with white composite doors, 1 South View, Clapham Road, Austwick
The Council **agreed** that the clerk should inform YDNPA that it had **no comments** to make.
- 2. C/04/687 Full planning permission for replacement of external white PVCu doors with white composite doors, 3 South View, Clapham Road, Austwick

The Council **agreed** that the clerk should inform YDNPA that it had **no comments** to make.

3.10 Correspondence: no items of correspondence were received.

3.11 Items of information

- a. The Council had **received** information that Settle Area Swimming Pool had changed from a charity to a Charitable Incorporated Organisation and it agreed that it is satisfied with the nature of this transfer.
- b. The Council **noted** the invitation for YDNPA Autumn Parish Forum Meeting, to be held on 21 September 2017 in Ingleton and Cllrs Kate Smith and David Dewhirst would attend.
- c. The Council **approved** the invitation from YDNPA to become a Member of the Management Plan Forum. The Council **agreed** its views on the consultation of the 2018 – 2023 National Park Management Plan. The three most important issues in the Council's opinion are:
 - to establish an effective role in the sustainability of upland farming in the National Park to ensure its economic viability and its vital role in protecting and conserving the special qualities of the park;
 - to develop and sustain a more effective partnership with organisations that have shared or similar conservation roles within the National Park;
 - to become more pro-active in working with development and financial partners to find opportunities to increase the supply of affordable housing stock in the park.
- d. The Council had **received** NALC legal briefing L03-17 regarding the reform of data protection legislation and introduction of the general data protection regulations. The General Data Protection Regulation (GDPR) makes provision for public authorities to appoint a Data Protection Officer but that NALC needs to liaise with the Government and the Information Commissioner's Office for clarification of whether local councils will need to adhere to this duty.

The Council **agreed** to de-register with the Information Commissioner's Office on the grounds that it has no longer a CCTV operational system in place.
- e. The Council had **received** information in relation to the closure of Castleberg Hospital. The Council was **informed** that there are concerns that Airedale management has no intention of providing intermediate care beds in the area in future and that the 'options review' which Airedale management is promising (through the CCG) will be merely a PR exercise. The Council **agreed** to write to Julian Smith MP with its strongly held views that Castleberg Hospital was a vital asset in providing intermediate care beds in the area and that it is essential that this facility is replaced. A fully independent review of options is required.
- f. The Council had **received** information from Craven District Council regarding the consultation for the Draft Craven Local Plan from 19th June to 31st July 2017.

3.12 Date and time of the next meeting

RESOLVED: the date of the next Parish Council meeting was **confirmed** as Monday 4th September 2017, 8pm at Austwick Parish Hall.

Marijke Hill
Clerk to the Council