

Austwick Parish Council

Minutes of business conducted by Austwick Parish Council under authority delegated to the Clerk / Responsible Financial Officer, in consultation with the Chairman, Cllr Goold, noted as approved by Parish Councillors by 5th July 2022

Period 3: 16th May to 4th July 2022

3.1 Cancellation of meeting

The Council noted that the decision was taken to cancel the Parish Council meeting 3, scheduled for 4th July, due to illness of the clerk.

3.2 Police, District and County Councillors and YDNPA Reports:

The Council noted the written police report, which contained 14 incidents during the period between 12th May and 1st July 2022, all minor.

3.3 The Council confirmed the Minutes of the Annual Meeting of the Council and Council meeting 2, both held on 16th May 2022.

3.4 Planning

a. Applications received and actions taken

1. C/04/624H Householder planning permission for erection of timber garden room to rear garden at Chapel On The Green, Austwick. The Council **agreed** that it would have notified YDNPA that it had no comments to make. However, the clerk had been notified on 29th June that the application had been Approved Conditionally. The clerk had requested that the planning officer explain how this decision could be made in the light of an approved extension and in the absence of an expected response from a Statutory Consultee. The planning officer had explained that it was an oversight on her part and asked that the Council accept her sincere apologies. The Council **agreed** to take no further action on the matter.
2. C/04/704 Full planning permission for conversion of barn and construction of stable for short term holiday use and education; installation of cesspool; installation of ground source heat loop; alterations to surfacing material of yard; construction of new walling and provision of car parking area at Dam House Barn, Wharfe, Austwick. The Council **agreed** to notify the YDNPA that, although there are many aspects of this planning application that would preserve an outstanding heritage building and would be of benefit to the community, whilst not objecting to the application, the Council is concerned that it may not comply with a number of the Authority's planning policies as well as concerns about the proposals for car parking and access to the highway

b. Decisions received

1. C/04/148M amended plans to full planning permission for erection of 8 dwellings and creation of new vehicular access to site at Land off Pant Lane, Austwick. **Not yet decided.**
2. C/04/698 full planning permission for siting of three timber pods for holiday let accommodation, creation of limestone hardcore track, and installation of package treatment plant (amended description), Crummack Farm, Austwick. **Approved conditionally.**
3. C/04/78E Section 73 application for variation/removal of conditions 2 and 6 of C/04/78D (Full planning permission for conversion of barn to form local occupancy dwelling or holiday let and installation of package treatment plant) in respect of design changes, Sandford Barn, Wharfe, Austwick. **Not yet decided.**
4. C/04/149C Householder planning permission for demolition of existing lean to and replacement with larger lean to, Stable Cottage, Clapham Road, Austwick. **Approved conditionally.**
5. C/04/135A Householder planning permission for erection of single storey front extension, erection of single storey rear extension with green roof and installation of two roof lights connecting existing property to garage, and patio doors to rear garden; installation of four velux windows to existing rear roof slope; relocation of main entrance on side elevation to front elevation of existing garage; installation of two velux windows to roof of garage; existing main entrance door to be infilled with matching stone and clear window created; existing

obscure bathroom window to south east elevation converted to clear window for bedroom; creation of new opaque window on south east elevation (bathroom); and installation of air source heat pump to rear garden, 6 Hall Close, Austwick. **Not yet decided.**

6. C/04/624H Householder planning permission for erection of timber garden room to rear garden at Chapel On The Green, Austwick. **Approved conditionally.**

c. Additional and other planning matters

1. Ingleborough Estate Woodland Management

The Council **noted** the decision to notify Ingleborough Estate and YDNPA that heavy goods vehicles conveying stone for the resurfacing of Thwaite Lane are using Graystonber Lane and the grade II listed Austwick Bridge instead of the Clapham Road route prescribed by the planning consent, and that HGVs have travelled past Austwick School at prohibited times.

The Council **noted** the response from the Agent for the Ingleborough Estate that consultations are in hand with YDNPA concerning safety issues for HGVs leaving the A65 at Clapham Road. The Clerk was requested to email the planning officer to convey the Council's concerns about how this may be resolved and to ensure that the Council is kept informed and consulted on any variation of the conditions of the planning consent.

The Council **noted** the response from the YDNPA Area Ranger, Rob Ashford, that he had visited Thwaite Lane and had confirmed that all works completed and in hand complied with the conditions of the planning consent.

3.5 To note reports and updates on parish and parish council matters other than maintenance

- a. Settle and District Aid in Sickness Fund; trustees meeting held on 11th May

The Council **noted** the Chairman's report that the Trustees had awarded two grants in the current year, to disadvantaged persons in Clapham and Bentham. Remaining current year income of around £1,000 may be gifted to the local hospices if no further applications for grants are received. The capital value of the charity remains at £65,000.

- b. YDNPA Parish Forum meeting held on 19th May

The Council was **informed** about the topics the Parish Forum meeting covered. The YDNPA will take account of some elements in the Landscapes Review, also referred to as the Glover Report, in future YDNPA policies. Potential impact from recycling/waste policies was discussed as a future central government policy change may require greater householder segregation of waste, which may have an impact on the space required to comply with this. Also discussed was the effectiveness of a WhatsApp community group, however, resources to monitor comments and posts would be needed and data privacy would need to be addressed. Regarding the YDNPA finances, funding is less than it was in 2010 despite an increase in the area of the National Park. Notwithstanding, the YDNPA has £1.3M FiPL funding and £0.5M for tree planting. The Yorkshire Dales National Park Local Plan 'Preferred Options' consultation has opened whereas the 'Housing Sites and Boundaries' consultation will open in October 2022.

- c. Farrer Family Charitable Trust – invitation to apply for sponsorship

The Council had **received** communication from the Farrer Family Charitable Trust asking to submit proposals for sponsorship by the Trust. The Council **agreed** that, at the present time, it cannot identify an organisation or family within the parish that may need financial support or a contribution to a fund raising cause, but that it will continue to keep the matter under review until the Trustees meeting in October.

- d. Proposal for additional defibrillator

A local resident has asked the Council to consider purchasing and installing a defibrillator in Wharfe, offering the outside wall of her property for the purpose and free connection to her electricity supply. The capital cost is estimated at around £1,300. There are fourteen dwellings in Wharfe and a further six within a half mile radius. The Council **noted** that two nearby caravan sites and numerous walkers could also benefit from the facility. The Council **agreed** to consider the proposal and discuss it at the next Parish Council meeting on 5th September.

3.6 To note actions regarding parish maintenance matters:

- a. collapsed road sign on junction Stackhouse Lane with Helwith Bridge Road
The Council **noted** that a new road sign has been installed, opposite the Dry Rigg Quarry entrance.
- b. incident on Crummack Lane
The Council had **reported** the incident when a bale had fallen off a farmer's vehicle by overhanging tree branches, hitting a pedestrian, to NYCC Highways and **noted** their response that the area had been inspected twice and, after an assessment was carried out, concluded there is no clear damage to the trees or signs of overgrown branches. The Council **agreed** that no further action is required.
- c. other issues relating to NYCC Highways
The Council had **received** a representation about the poor condition of the redundant road bridge at the end of Holm Lane, nearly identical to grade II listed Austwick Bridge on Graystonber Lane. The Council **agreed** to contact NYCC Highways to request the authority to consider remedial work to be carried out in due course.
- d. replacement of two footpath signs on Townhead Lane
The Council had **reported** the replacement of the two footpath signs on Townhead Lane to the YDNPA Area Ranger twice, once in October 2021 and also in June 2022 and **agreed** to contact the Area Ranger again to enquire when these fingerposts can be replaced.
- e. other issues relating to YDNPA
The Council **noted** that no other issues relating to YDNPA were reported.
- f. Graystonber Lane and Clapham Road conservation verges
The Council **noted** that no matters relating to the conservation verges were reported.
- g. lengthsman duties or parish maintenance matters
The Council **noted** that no lengthsman duties or parish maintenance matters were reported.

3.7 Finance

- a. The Council **noted** the total balance of the HSBC current account bank on 31st May 2022 as £14,998.08 with £14,883.73 parish council monies and £114.35 AED funds.
- b. The Council **noted** the Annual Internal Audit Report for the Financial Year 2021-2022 and **noted** payment of £110.00 to J. Bownass Accountancy Services for carrying out the Council's internal audit for the year ended 31st March 2022.
- c. The Council **noted** Section 1 – Annual Governance Statement of the AGAR 2021-2022.
- d. The Council **noted** Section 2 – Accounting Statements of the AGAR 2021-2022.
- e. The Council **noted** the Notice of Public Rights and Publication of Annual Governance and Accountability Return (Exempt Authority) from Friday 1st July 2022 to Monday 15th August 2022.
- f. The Council **noted** to publish the following documents on a public website, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities:
 - Certificate of Exemption;
 - Annual Internal Audit Report 2021/2022;
 - Section 1 – Annual Governance Statement 2021/2022;
 - Section 2 – Accounting Statements 2021/2022;
 - Bank reconciliation to 31st March 2022;
 - Analysis of variances;
 - Notice of the period for the exercise of public rights and other information required by Regulation 15(2), Accounts and Audit Regulations 2015
- g. The Council **noted** payment of £35.00 to Charlotte Wilkinson for 7 weeks of bus shelter cleaning.
- h. The Council **noted** payment to Craven Garden Care of £551.45 for maintenance on village

greens; £598.95 for maintenance on village verges; and £86.10 for maintenance on outlying areas, all for May.

- i. The Council **noted** the Lengthsman Services Report – comparison of budget versus actual costs to 31 May.
- j. The Council **noted** receipt of £100.00 from a visitor as a donation to the village and **noted** the decision to pay £100.00 to the Street Market Committee.
- k. The Council **noted** payment of £15.00 to Austwick Parish Hall Council for the hire of the Hall on 16 May.
- l. The Council **noted** the erroneous double payment of £254.00 to the clerk as salary for April 2022 and **noted** that the payment of £254.00 to the clerk as salary for June 2022 will be off-set against this error.
- m. The Council **noted** receipt of the Notification of Exempt Status from the External Auditor for the Finance Year 2021-2022.
- n. The Council **noted** one other financial issue. It **noted** payment to Craven Garden Care of £188.10 for maintenance on village greens; and £232.65 for maintenance on village verges, both for June and **noted** the updated Lengthsman Services Report to 30 June.

3.8 Correspondence received

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

3.9 To note and respond to items of information

- a. The Council **noted** the re-appointment of Neil Heseltine from the parish of Kirkby in Malhamdale to the position as Parish Member Representative to the 21 parishes in the Craven West area of the Yorkshire Dales National Park Authority.
- b. The Council **noted** the Yorkshire Dales National Park Local Plan – consultation No. 5 ‘Preferred Options’ until 19th August 2022 and **agreed** to confer views and comments by email exchange and compile a response to the consultation prior to the deadline date.
- c. The Council **noted** the NYCC 3rd update on Local Government Reorganisation and invitation to attend a second online briefing on the transition to North Yorkshire Council
- d. The Council **noted** the NYCC Presentation on the implementation of 20 mph speed limits
- e. The Council **noted** the YLCA White Rose Updates of 20 and 27 May; 10,17 and 24 June; and 1 July; the Craven Branch annual meeting on 22 June; the webinar training programme for August and September; and the notice of the Joint Annual Meeting of the YLCA on 23 July.

3.10 Date and time of the Parish Council

The Council **noted** the date of the next Parish Council meeting as Monday 5th September 2022 to be held at Austwick Parish Hall at 7.30 pm.

Marijke Hill
Clerk to the Council