

Austwick Parish Council

Clerk: Marijke Hill, 4 Penny Green, Settle, North Yorkshire, BD24 9BT
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Notice and Agenda Meeting 3 2022-2023

The Parish Council will meet in the Parish Hall on **Monday 4th July 2022 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.

3.1 To receive apologies for absence.

3.2 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.

3.3 To receive reports from the Police, District and County Councillors and YDNPA

3.4 To confirm the Minutes of the Annual Meeting of the Council and Council Meeting 2 2022-2023, both held on 16th May 2022.

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

3.6 Planning

a. planning applications

1. C/04/624H Householder planning permission for erection of timber garden room to rear garden at Chapel On The Green, Austwick. To **note** that the deadline to provide comments was on or before 27 June and that an extension to this deadline is agreed until 7 July.
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. To **note** that the deadline to provide comments is on or before 8 July.

b. planning decisions

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.**

- c. To receive/consider additional and other planning matters
- 1. Ingleborough Estate Woodland Management

3.7 To receive reports and decide actions regarding parish and parish council matters other than maintenance

- a. Settle and District Aid in Sickness Fund; trustees meeting held on 11th May
- b. YDNPA Parish Forum meeting held on 19th May
- c. Farrer Family Charitable Trust – invitation to apply for sponsorship
- d. Proposal for additional defibrillator

3.8 To discuss and decide actions regarding parish maintenance matters

- a. collapsed road sign on junction Stackhouse Lane with Helwith Bridge Road
- b. incident on Crummack Lane
- c. other issues relating to NYCC Highways
- d. replacement of two footpath signs on Townhead lane
- e. other issues relating to YDNPA
- f. Graystonber Lane and Clapham Road conservation verges
- g. lengthsman duties or parish maintenance matters

3.9 Finance

- a. To **note** 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. To **note** the Annual Internal Audit Report for the Financial Year 2021-2022 and to **approve** 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. To **approve** Section 1 – Annual Governance Statement of the AGAR 2021-2022.
- d. To **approve** Section 2 – Accounting Statements of the AGAR 2021-2022.
- e. To **note** 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. To **resolve** that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities, the Council to publish the following documents on a public website:
 - 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. To **approve** payment of £35.00 to Charlotte Wilkinson for 7 weeks of bus shelter cleaning.
- h. To **approve** 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. To **note** the Lengthsman Services Report – comparison of budget versus actual costs to 31 May.
- j. To **note** receipt of £100.00 from visitors as a donation to the village and to **ratify** the decision to pay £100.00 to the Street Market Committee.
- k. To **approve** payment of £15.00 to Austwick Parish Hall Council for the hire of the Hall on 16 May.
- l. To **note** the erroneous double payment £254.00 to the clerk as salary for April 2022 and to **note** that the payment of £254.00 to the clerk as salary for June 2022 will be off-set against this error.
- m. To **note** receipt of the Notification of Exempt Status from the External Auditor for the Finance Year 2021-2022.
- n. To **consider** other financial issues.

3.10 To receive and respond to correspondence

3.11 To receive and respond to items of information

- a. YDNPA: 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 National Park.
- b. YDNPA: Yorkshire Dales National Park Local Plan – consultation No. 5 ‘Preferred Options’ until 19th August 2022
- c. NYCC: 3rd update on Local Government Reorganisation and invitation to attend a second online briefing on the transition to North Yorkshire Council
- d. NYCC: Presentation on implementation of 20 mph speed limits
- e. YLCA: White Rose Update 20/5; 27/5; 10/6; 17/6; 24/6; Craven Branch annual meeting 22/6; webinar training programme August and September

3.12 Date and time of the Parish Council

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

Marijke Hill
Clerk to the Council