

**Austwick Parish Council  
Meeting 4 2018-2019 – Monday 3<sup>rd</sup> September 2018  
Minutes**

**Present:** Cllrs Peter Goold (Chairman), Barbara Tibbatts, David Dewhirst, Ian Smith and Sarah Wiltshire.

**In attendance:** Marijke Hill (Parish Clerk).

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:** no members of the public attended.

**4.1 Apologies for absence:** none received.

**4.2 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.

**4.3 Police, District and County Councillors' and YDNPA Reports:**

PCSO Grace had sent a written police report for the period of 20<sup>th</sup> June to 29<sup>th</sup> August and reported 13 incidents. The Council **noted** in particular a burglary at Dry Rigg Quarry: an arrest has been made and the investigation is ongoing; a RTC at Eldroth: two vehicles were involved with no injuries; and a house burglary on Main Street, Austwick. The Council **agreed** that the house burglary was an unusual event which has disturbed a number of residents and the clerk was asked to contact PCSO Grace to request that the number of patrols should be increased for the time being and the police presence in Austwick made apparent. There were no reports from the County Councillor, the District Councillor and the YDNPA.

**4.4 Minutes of the Parish Council Meeting 3 2018-2019 (2<sup>nd</sup> July 2018)**

The Council **resolved** that the minutes of the Parish Council Meeting, held on 2<sup>nd</sup> July 2018 should be confirmed and signed by the Chairman, Cllr Peter Goold, as a true and accurate record.

**4.5 Matters from previous meetings not otherwise included on the Agenda**

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

**4.6 Planning**

a. Applications

1. C/04/612F full planning permission for erection of agricultural building at Silloth House, Austwick. The clerk had been instructed to inform YDNPA that the Council had no comments to make and the application was **approved conditionally**.
- b. Decisions
  1. C/04/612E full planning permission for erection of agricultural building, Silloth House, Austwick. **Not yet decided**.
  2. 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**.
  3. C/04/148L full planning permission for erection of 8 no. dwellings, land adjacent to Well Spring Cottage, Pant Lane, Austwick. **Application withdrawn**.
  4. 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; 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. **Not yet decided.**
5. 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. **Not yet decided.**
  6. C/04/117F full planning permission for removal of existing window and double doors on north east of conservatory and replace with new double doors with full length side, glazed window under one structural opening, Starting Haw, Low Street, Austwick. **Approved conditionally.**
  7. C/04/663C/LB listed building consent to replace two doors and replacement of ground floor windows on front elevation with timber "heritage" double glazed units, The Old Post Office, Austwick. **Not yet decided.**
  8. C/04/117G full planning permission for internal alterations to existing garage to create a back hall, cloakroom and store; demolition of existing greenhouse and erection of new potting shed, Starting Haw, Low Street, Austwick. **Approved conditionally.**
  9. YDNPA: TPO for the removal of one Rowan located at 7 Hall Close, Austwick. **Consent given.**
- c. Additional planning matters
1. The Council had **received** a Street Naming and Numbering (SNN) application for Tommys Barn, High Street To Wood Lane, Austwick as permitted development YDNPA C/04/66A/C with a proposed development name of Bridleway Barn, Austwick and it was asked to consider to submit comments regarding the street name from which this barn is accessed. The Council **agreed** that this street is locally known as Wharfe Road, although there are no mapping sources available to confirm this. The Council also **agreed** that there is no real value for a 'Wharfe Road' Street Name Plate.

#### 4.7 Parish matters other than maintenance

- a. North Yorkshire Community Messaging: experience of the service to date  
The Council had **received** a further 26 messages in two months; two relevant to the parish. The Council **decided** that the clerk should keep a record of all messages received and only bring those relevant to the parish to the attention of the Council.
- b. 'First Responder' provision in Austwick and CPR/first aid training  
The Council had **agreed** to look into these two matters as they had been raised at the Annual Parish Meeting. Regarding the provision of more First Responders for Austwick, the Council had **received** advice from Dr Colin Renwick that anyone interested should contact the Yorkshire Ambulance Service who will provide all necessary training.  
The Council **decided** that its role regarding both First Responders and CPR/first aid training should be to promote and advertise an introductory meeting and invite qualified people as speakers on both topics. The Chairman, Cllr Goold, will seek further advice, particularly regarding finding a person to provide CPR training sessions with interested parishioners.
- c. The Council **noted** that a meeting of the Settle and District Aid in Sickness Fund was held on 26<sup>th</sup> July. As Trustee to this Charity, Cllr Goold reported that the recent letter to parish and town councils has resulted in a number of new Trustees being appointed. The option to close the charity will now be deferred, giving the new trustees the opportunity to find individuals or institutions that could benefit from the annual income of approximately £1,500.

#### 4.8 Parish maintenance matters

- a. overgrown vegetation on junction of Clapham Road and A65  
The Council **noted** that the work to remove the overgrown vegetation on the junction of Clapham Road and A65 has been carried out.
- b. potholes on the Helwith Bridge Road and potholes generally  
The Council **noted** that a great number of potholes in the area and on the Helwith Bridge Road are highlighted for repair with white paint except for two of the more severe potholes on

the Austwick to Helwith Bridge Road, opposite the pothole with number 47. The Council **decided** it should write to NYCC Highways and request that these two potholes should also be included in any forthcoming repair as they are substantial in depth.

- c. parking issues on highway opposite the village shop  
The Council **considered** the parking issues on the highway opposite the village shop as obstructive and dangerous and it **decided** that Cllr Dewhirst should contact Mr David Cairns of NYCC Highways to discuss what action could be taken.
- d. parking issues on highway at Main Street and Town Head Lane junction  
Cllr Wiltshire **reported** the ongoing parking issues on the highway at Main Street and Town Head Lane junction. The Council **reiterated** it should continue to monitor the situation as the reply in November 2017 from NYCC Highways, that it would not at present consider installing a 'keep clear' white line on Townhead Lane, as was requested by the Council, was noted at that time.
- e. other issues relating to NYCC Highways  
The Council **noted** that the 'keep clear' notice has been painted on High Street at the Game Cock Inn, just off Main Street.
- f. maintenance on Austwick to Clapham bridleway  
The Council **noted** that maintenance on the Austwick to Clapham bridleway has been carried out.
- g. maintenance on bridleway from the 'Cross Roads' to Wood End Farm at Wharfe  
The Council was **informed** that the maintenance on the bridleway from the 'Cross Roads' to Wood End Farm at Wharfe has not yet been attended to and it **decided** that it should contact the Area Ranger and ask when the maintenance work on this PROW could be carried out.
- h. Oxenber and Wharfe Woods  
Cllr Wiltshire **informed** the Council that a site meeting in connection with the creation of a baseline of the floral habitats had taken place with Ms Judith Allinson, the local botanist and a member of Craven Conservation Volunteers and Cllr Wiltshire and Ms Kate Smith. Ms Allinson has **agreed** to assist with the identification of the flora, both in the Woods and from photographs with a view of building up a record.  
The Council **agreed** it should ask the Area Ranger if the maintenance work outstanding in the Oxenber and Wharfe Woods SSSI, the relocating of the interpretation board at Feizor Nick; the resiting and securing of several way-marker posts; the installation of a blackthorn hedge at the 'exit' route to Jop Ridding; and some resurfacing work, could be completed before the Spring of 2019.
- i. other issues relating to YDNPA  
The Council was **informed** that the fingerpost at Wood Lane has not been replaced yet and it **agreed** to contact the Area Ranger.  
Cllr Dewhirst **reported** that stones from some of the smaller and of one large cairns on Norber and Long Scar have been missing, although the larger cairn has been re-built very recently. The clerk was asked to write to the Area Ranger and make enquiries.
- j. Graystonber Lane and Clapham Road Conservation verges: future plans  
The Council was **informed** that the lengthsman had carried out a lot of work on the Clapham Road Conservation verge and some more work is scheduled for this autumn to get the surface to basic soil with a view to monitor what wild flowers may appear in the spring. The Council **agreed** that Cllr Dewhirst should proceed in trying to obtain further funding for work in the Autumn and in discussing the planting of primroses in the spring with Mr Graham Cleverly.

- k. overhanging vegetation on the pavement at the junction of Town Head Lane and Wharfe Road  
The Chairman **reported** that the property owner at this junction has been advised by the contractor that the best time to have all of the overhanging vegetation removed would be in the autumn and that the work would include the cutting back of an ivy at the corner of the property. The Council **agreed** that it would monitor the situation and report back to the Parish Council in due course.
- l. other lengthsman duties or parish maintenance matters  
There were no other lengthsman duties or parish maintenance matters reported.

#### 4.9 Finance

- a. The total balance of the HSBC current account on 31<sup>st</sup> July 2018 as £11,922.47 comprising £10,322.32 parish council monies and £1,600.15 AED funds was **noted**.
- b. Cllr Dewhirst verified the bank reconciliation for the first quarter, April to June 2018 of the Finance Year 2018-2019 and reported that no issues were found.
- c. The Council **resolved** to approve payment of £45.00 to Charlotte Wilkinson for 9 weeks of bus shelter cleaning.
- d. The Council **resolved** to approve payment of £74.99 to CDC for the purchase of three boxes of dog waste bags.
- e. The Council **resolved** to approve payment of £15.00 to Austwick Parish Hall for hall hire on 2 July.
- f. The Council **resolved** to approve payment to Craven Garden Care of £54.00 for village verges; of £63.00 for village greens; of £20.25 for miscellaneous maintenance work; of £401.52 for outlying verges; £112.50 for Graystonber Lane conservation verge maintenance; and of £118.50 for Clapham Road conservation verge maintenance: all for July.
- g. The Council **reviewed** the updated Lengthsman Services Report – comparison of budget vs actual costs which included the August spending. It **noted** a large overspend in August due to the dry weather coming to an end. The Council agreed that Cllr Dewhirst should contact the lengthsman to discuss the programme of work on 'outlying areas' and verges scheduled for this autumn.
- h. The Council **resolved** to approve payment of £213.52 per month to the clerk for salary for July and August 2018.
- i. The Council **considered** one other financial issue: the Council **resolved** to approve payment to Craven Garden Care of £465.66 for village verges; of £498.20 for village greens; of £170.10 for outlying areas work and of £117.00 for Clapham Road conservation verge maintenance: all for August.

#### 4.10 The Council **considered** and **approved** the following policy documents:

- |                              |                                   |
|------------------------------|-----------------------------------|
| a. Records Management Policy | c. Financial Regulations          |
| b. Standing Orders           | d. Risk Assessment and Management |

#### 4.11 Correspondence

The Council had not received any items of correspondence.

#### 4.12 Items of information

- a. The Council **noted** the YDNPA Autumn Parish Forum meeting for southern parishes on 16<sup>th</sup> October in Austwick and the clerk was asked to **notify** the YDNPA that Cllrs Dewhirst and Wiltshire would like to attend. Cllr Wiltshire would like a record of previous meetings' topics and presentations and the clerk will make enquiries.
- b. The Council **noted** the White Rose Update August 2018 Edition by YLCA.
- c. The Council **noted** the Member Ward Grant application form from CDC and **agreed** that Cllr Dewhirst would enquire about the availability of these grant funds so that the Parish Council could then consider suitable projects. It was **agreed** that the Parish Council would first liaise with Austwick Parish Hall Council before applying for funding for a community project.

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

The Council **confirmed** the date of the Parish Council Meeting as Monday 15<sup>th</sup> October 2018 at 8.00pm at Austwick Parish Hall.

Marijke Hill  
Clerk to the Council