

**Austwick Parish Council  
Meeting 4 2017-2018 - Monday 4<sup>th</sup> September 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 two members 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:**

Margaret Barker raised a concern that cars park on the highway by the Game Cock Inn without realising that they may block access to Main Street from High Street. The Council decided that Cllrs Peter Goold and David Dewhirst would mention this to the proprietor of the Game Cock Inn and report the outcome at the next Parish Council meeting.

**4.1 Apologies for absence** Craven District Cllr Lis

**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 dispensations in connection with items on this Agenda.

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

Police Report: PCSO Jayne Grace reported two RTCs; one involving two motorbikes and one involving three vehicles on A65 junction to Austwick. PCSO Grace asked if minutes of parish council meetings could be sent to [SNACraven@northyorkshire.pnn.police.uk](mailto:SNACraven@northyorkshire.pnn.police.uk).

The Council **decided** that it would be helpful if details of any RTCs at this location could be mentioned by the police to NYCC Highways so that measures could be taken to make this section of the A65 safer. The clerk was asked to contact PCSO Grace and request if more details about the RTCs could be made available confidentially to the Parish Council concerning the nature of any injuries and at which junction to Austwick on the A65 the second RTC took place.

There were no District or County Councillor's Reports.

**4.4 Minutes of the Parish Council Meeting 3 2017-2018 (3<sup>rd</sup> July 2017)**

The Council **resolved** that the minutes of the Austwick Parish Council Meeting held on 3<sup>rd</sup> July 2017 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 Village matters other than maintenance**

- a. application by YDNPA for listing of the telephone kiosk  
The Council had **received** information from Tom Harland at YDNPA that the application to Historic England to list the telephone kiosk was unsuccessful. Evidence that Ivy Cottage had served as Post Office until 1983 and that this listed building is in close association to the telephone kiosk meant that a request for a review of this decision had been submitted to the Department of Culture. The Council was further **informed** that the review was now in hand.
- b. junction A65 at 'Cross Streets' into Graystonber Lane  
The Council had **reported** this junction as a safety hazard to NYCC and it had enquired what steps could be taken to make this junction safer. The Council had **received** a reply from Ken Martin of NYCC Highways that the condition of the white lining on the A65 will be monitored

and that NYCC Highways has no funding available for improvements such as widening of the A65 for a right turn lane. The Council **decided** to await PCSO Grace's further report as mentioned at minute 4.3, before further action would be considered.

- c. 20 MPH speed restriction – NYCC policy  
The Chairman reported his discussions with NYCC personnel and **informed** the Council that 20 MPH speed limits will only be introduced where the existing mean vehicle speeds are 24 MPH or below. In all other cases, a 20 MPH zone, designed to be 'self-enforcing' due to traffic calming measures such as speed bumps, chicanes, road narrowing and planting, would be applied.  
The funding of 20 MPH limits and zones is available through the 'Integrated Transport Capital Programme for local safety schemes' where there is a history of speed related personal injury road accidents. At present however, NYCC are not considering any new 20 MPH schemes due to budget cuts and pending new guidelines from the Department for Transport.

#### 4.7 Parish maintenance matters

- a. replacement of the interpretation board at Wash Dubs approved layout and content  
The Council was **informed** that Heritage Lottery Fund has approved the layout and content of the new interpretation board. The Chairman had authorised YDNPA to proceed and instruct production and delivery of the new panel. The new panel has been delivered to the National Park's Grassington depot. The exact location at Wash Dubs will be determined in due course after the Ranger's site visit to Oxerber and Wharfe Woods. Cllr Dewhirst will arrange the publicity of the installation.
- b. improvements to Graystonber Lane lay-by  
There was no further report on this matter.
- c. repairs to bus shelter railings  
Cllr Dewhirst **reported** that more sections of the railings have been repaired. The remaining repairs to and repainting of the railings are ongoing.
- d. faded white lines and 'keep clear' letters in centre of the village  
The Council was **informed** that a site visit with one of the Highways Engineers has taken place and that the white lines and 'keep clear' letters in the centre of the village have been extended, taking slightly more space than the existing keep clear area with a view to improve safety.
- e. other issues relating to NYCC Highways  
The Council was **informed** that the most prominent of the potholes on the Austwick to Helwith Bridge Road was repaired, leaving the others as they are. Cllr Kate Smith will measure the depth of the other potholes and report the outcome at the next meeting. Cllr Dewhirst pointed out that this road is part of the 'Way of the Roses' cycle route and undertook to contact Sustrans to ask if they can bring new pressure to bear on NYCC Highways to have the remaining potholes repaired.
- f. Oxerber and Wharfe Woods site meeting 16 September  
The Council **confirmed** that a site meeting will take place on 16<sup>th</sup> September at 11.00 am with YDNPA Ranger Rob Ashford and Cllrs Peter Goold, Kate Smith and Barbara Tibbatts as well as Sarah Wilthire to discuss various matters ongoing at Oxerber and Wharfe Woods.
- g. issues relating to YDNPA  
It was **reported** that the following two issues are outstanding yet to be completed:: the missing fingerpost on Wood Lane (indicating footpath to Feizor) and the replacement signs on fingerpost at Wood Lane/Graystonber Lane junction.  
It was further **reported** that the following four issues have been resolved: Stile repair on Holm Lane; overgrown bridleway Wharfe to Silloth House; overgrown bridleway at Wharfe: White Stone Lane from Wharfe to Wash Dubs and overgrown bridleway near Feizor: from Kiln

Hill Lane to Hale Lane (at 'Stinking Barn' bridleway junction).

A fallen fingerpost at Wharfe Brow at the stile to High Bark will be reported to the Ranger by the clerk.

- h. other lengthsman duties or parish maintenance matters  
 The Council was **informed** that Graham Cleverly had contacted Tanya St Pierre, the Hay Time & Meadow Links Project Officer at the Yorkshire Dales Millennium Trust on behalf of the Council. Her project has now expired, and she referred Mr Cleverly to the YDNPA Wildlife Conservation Officer. A site meeting with the officer, Mark Hewitt, will take place on 14<sup>th</sup> September.  
 The lengthsman has cleared some of the verge growth, nettles and saplings on Holm Lane. However, as reported by Mrs Coultherd at the last meeting, there remains extensive over-growth on the lane beyond the gateway to Harden House. The Council **decided** to address this later in the Autumn when the remaining budget for lengthsman expenditure would be reviewed.

#### 4.8 Finance

- a. The total balance of the HSBC current account on 31<sup>st</sup> July 2017 as £8,800.74 comprising £7,130.74 parish council monies and £1,670.00 AED funds was **noted**.
- b. The VAT reclaim from HMRC of £324.72 for April 2016 to March 2017 was **received**.
- c. The grant from YLCA of £460.68 for website and staff costs to comply with the Transparency Code for Smaller Authorities was **received**.
- d. The erroneous payment of £150.00 from CDC was received and the Council **resolved** to pay this amount to the Parish Hall Council.
- e. The Council **resolved** to approve payment of £36.00 to Bob Evans for 9 weeks of bus shelter cleaning.
- f. The Council **resolved** to approve payment to the Parish Hall Council of £45.00 for Hall hire on 3<sup>rd</sup> April; 15<sup>th</sup> May and 3<sup>rd</sup> July 2017. .
- g. The Council **resolved** to approve payment to Craven Garden Care of £301.50 for verges grass cutting and strimming; of £243.00 for Greens grass cutting and of £199.78 for miscellaneous duties, all for July 2017.
- h. The bank reconciliation for quarter1 of Finance Year 2017-2018 was **verified** by Cllr David Dewhirst and no issues were found.
- i. The Council **reviewed** expenditure for grass cutting and lengthsman duties and **noted** an overspending on village greens grass cutting on all months. Overall there is about £1,100.00 left in the budget. The Council **decided** that Cllr David Dewhirst should ask Ben Shanks to carry out one more grass cut on all areas at the end of September or early October. The Council **agreed** it would decide how the remainder of the budget could be spent for an Autumn clear-up at the next Parish Council meeting. It further **agreed** that it would consider more funding in next year's budget to target specific areas.
- j. The Council **resolved** to approve payment to the clerk of £201.98 per month for salary of July and August 2017.
- k. The External Auditor Report and Certificate for the Annual Return of Finance Year 2016-2017 was **received**. The Council **approved** the Notice of Conclusion of Audit and it **resolved** to approve payment of £120.00 to PFK Littlejohn for carrying out the External Audit for the Finance Year 2016-2017.
- l. To consider other financial issues  
 The Council had **received** invoices from Craven Garden Care for work carried out in August. It **resolved** to approve payment of £315.00 for Greens grass cutting; of £279.00 for verges grass cutting and strimming and of £52.82 for miscellaneous lengthsman's duties, all for August 2017.

#### 4.9 Planning

- a. Applications
1. NYCC: Commons Act 2006 - Application to correct the Register (CA10); application reference number: CA 10 006, Oxenber, Austwick (CL84). The Council had **informed** YDNPA that it had **no comments** to make.

The Council **agreed** that the clerk should inform YDNPA that it had **no comments** to make on the following three planning applications:

2. C/04/689 full planning permission for erection of extension to existing agricultural building, Old Hall Farm, Kiln Hill Lane, Feizor
3. C/04/682B full planning permission for replacement of existing white uPVC front and rear doors, with white composite doors, 1 Orchard Leigh, Austwick
4. C/04/682C full planning permission for replacement of existing white uPVC external front and rear doors, with white composite doors, 6, 7 & 8 Orchard Leigh, Austwick

b. Decisions

The Council had **received** a decision from YDNPA on the following planning applications:

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. **Approved conditionally**
2. 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. **Approved conditionally**
3. 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. **Approved conditionally**
4. 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. **Approved conditionally**
5. C/04/686 Full planning permission for replacement of external white PVCu doors with white composite doors, 1 South View, Clapham Road, Austwick. **Approved conditionally**
6. C/04/687 Full planning permission for replacement of external white PVCu doors with white composite doors, 3 South View, Clapham Road, Austwick. **Approved conditionally**
7. 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. **Approved conditionally**
8. Tree Preservation Order number 1 1980 – to remove one large semi-mature Douglas Fir situated in the garden of no 7, Hall Close, Austwick. **given consent**

The Council **noted** that the following application has **not** yet been **decided**:

9. 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.

c. Additional planning matters

There were no additional planning matters.

**4.10 Correspondence:**

- a. General purpose bin at the bottom end of Wood Lane not always used for dog waste

The Council had **received** correspondence from Mrs Southworth that her waste bin has been used to dispose of dog waste bags instead of disposal in the general purpose bin at the bottom end of Wood Lane. Mrs Southworth has put a notice on her bin. The Council **agreed** that this notice could resolve the matter. Cllr Dewhirst **reported** that this new general purpose bin is used very well.

#### 4.11 Items of information

- a. YDNPA Autumn Parish Forum Meeting 21 September 2017, Ingleton  
The Council **confirmed** that Cllrs Kate Smith and David Dewhirst will attend the YDNPA Autumn Parish Forum Meeting on 21<sup>st</sup> September 2017 in Ingleton and that any parish issues would be discussed under existing agenda items.
- b. Advice from YLCA regarding request under the FOI Act 2000 / Environmental Information Regulations 2004  
The Council **noted** receipt of the advice from YLCA that if a request under the Freedom of Information Act 2000/ Environmental Information Regulations 2014 from the Friends of the Earth is received, the Parish Council should give a response within 20 working days.
- c. Consultation on the proposed changes to the Waste Joint Plan following public consultations in 2015 and 2016  
The Council **noted** the consultation on the proposed changes to the Waste Joint Plan and it **agreed** that it had **no comments** to make.
- d. NALC legal briefings L04-17 and L05-17 and reform of data protection legislation and introduction of the General Data Protection Regulations (GDPR)  
The Council **agreed** that it should continue to be kept informed on NALC and YLCA briefings to get as much advance notice as possible of any potential issues that the Parish Council will have to deal with.
- e. The closure of Castleberg Hospital  
The Council was **informed** about the importance of attending any of the drop-in sessions and, in case people could not attend, about sending a form that could be filled in with comments in relation to the closure of Castleberg Hospital. This current 'pre-engagement' consultation is to plan the formal consultation and it will last until 15<sup>th</sup> September. The formal consultation will be from 14<sup>th</sup> November 2017 to 14<sup>th</sup> February 2018 and the final outcome is expected in May 2018.
- f. CDC's Community Governance Review Consultation to bring all local councils to a minimum of 7 Councillors  
The Council had **considered** the matter of bringing all local councils to a minimum of seven Councillors and it **agreed** that the present number of five Councillors is the most effective and practical number. The Council asked the clerk to fill in the form and send it to CDC.
- g. Craven District Council - Budget Consultation to 27 September 2017  
The Council had **noted** the Budget Consultation from CDC and it had no comments to make.
- h. Settle Area Freight Quality Partnership Meeting, 27 September, Settle  
The Council **confirmed** that Cllr Tibbatts will attend the Settle Area Freight Quality Partnership Meeting on 27<sup>th</sup> September 2017 in Settle.

#### 4.12 Date and time of the next meeting

**RESOLVED:** the date of the next Parish Council meeting was **confirmed** as Monday 16<sup>th</sup> October 2017, 8pm at Austwick Parish Hall.

Marijke Hill  
Clerk to the Council